

**BROOMFIELD PARISH COUNCIL****Minutes of the Meeting of Broomfield Parish Council  
Wednesday 17<sup>th</sup> April 2019 in the Village Hall, Main Road, Broomfield at.**

<b>19/132.</b>	<b>Members attending</b> <b>Chairman</b> Cllr Barnes <b>Councillors</b> Faulds, Jones, Hubble, Howell, Matthews, Mercer, Thomson, Steed <b>Also Present</b> Essex CC Councillor Aldridge Chelmsford City Councillor Knight <b>Resolved.</b> Apologies were accepted from Cllrs Blake, Daden, Fletcher, Garwood. Proposed Cllr Barnes, seconded Cllr Hubble and carried unanimously.
<b>19/133.</b>	<b>To approve the minutes of Broomfield Parish Council's Meeting 20<sup>th</sup> February 2019.</b> <b>Resolved:</b> The minutes of Full Council Meeting are accepted as a true record. Proposed Cllr Barnes seconded Cllr Mercer and carried unanimously.
<b>19/134.</b>	<b>To receive any Declaration of Interest from Councillors.</b> The Clerk reminded the council that they were still in purdah and should avoid controversial or divisive topics.
<b>19/135.</b>	<b>Public Question Time.</b> There were no members of the public present.
<b>19/136.</b>	<b>Receive report from County Councillor Aldridge for items not on agenda.</b> As yet there has not been a response to the request to use the car park at Broomfield Place. There has also been no response to a request for information about the County Council's ideas for the future use of Broomfield Park.  In response to a question about streetlights, County Council is committed to converting to LED. Spares for the old sodium lights are now unobtainable, so where a sodium lights fails there may be a delay before replacement if it was already on the upgrade programme.  In response to complaints that LED lights are too bright, they will be programmed to switch-on at 70% power, decrease to 40% in mid evening and reduce to 25% in late evening before switching-off.  There are still concerns about the proposed route for the cycleway through the parish, with insufficient separation between cyclists and traffic at key pinch points. There is an unofficial bus park that will interrupt the cycleway until an alternative can be found. Cllr Aldridge will report on developments. Further consideration of the cycleway proposal will be required as there is no evidence that the current plan will reduce pollution or congestion, both key requirements. It was noted that the Parish Council would like to see consultation with parishioners before a decision was taken. It was agreed that the Council would make representation to Cllr Bentley requesting that the Council's concerns are addressed.
<b>19/137.</b>	<b>Receive report from City Councillors for items not on the agenda.</b> Cllr Knight thanked the council for its support over the last four years and hoped he would be re-elected to continue the work. The Council thanked him for his contribution to the Parish.

	Chelmsford development plan is nearing completion and the Inspector has made some recommendations, but these will be delayed until the purdah for city and European Parliamentary elections are over.
<b>19/138.</b>	<p><b>To note financial reports for March 2019.</b></p> <p>The bank statement and reconciliation for March 2019 were approved. The cashbook, income and expenditure for March 2019 were noted. The payroll for March 2019 was noted.</p> <p><b>Resolved:</b> The Council approves the financial records for March 2019 noting the reconciliation figure of £139,965.68. Proposed Cllr Jones seconded Cllr Mercer and carried unanimously.</p>
<b>19/139.</b>	<p><b>Correspondence</b></p> <p>A resident has expressed concern about proposed uses for the barn. The Council noted the concern and is continuing to work toward a mutually acceptable solution</p> <p>The erection of a plaque commemorating Broomfield Aerodrome was noted.</p> <p>The save our Libraries information pack was noted.</p> <p>The Chelmsford Champions programme was noted and Councillors were reminded that nominations were still being accepted.</p> <p>The Council has been shortlisted for the Essex Village of the Year and a site visit is to be arranged for May.</p>
<b>19/140.</b>	<p><b>Consultations</b></p> <p>The Clerk will respond to the audit code of practice consultation expressing concern about the bureaucratic nature of the current programme, the lack of relevant information and the cost.</p>
<b>19/141.</b>	<p><b>To note the external auditors report</b></p> <p>This report should have been received in September 2018 but was not received until late February and contains factual errors which the remain to be challenged following this year-end closedown. The Chairman and Clerk have been in correspondence with the internal auditor to resolve the outstanding issues and it has been agreed to restate the accounts to suit their requirements.</p> <p><b>Resolved.</b> The Council notes the report and resolves to change the reporting basis from receipts and payments to income and expenditure from 2018- 19. The payroll will be restated to note the incorrect coding of Village Hall salary to Parish Council. Proposed Cllr Barnes seconded Cllr Jones and carried unanimously.</p>
<b>19/142.</b>	<p><b>Risk Assessment</b></p> <p>It was agreed that the council would review the risks on an annual rolling programme.</p> <p><b>Resolved.</b> The Council approves the risk assessment for 2018-19. Proposed Cllr Barnes seconded Cllr Steed and carried unanimously.</p>

	<p><b>Statement of internal Control</b></p> <p><b>Resolved.</b> The Council approves the statement of internal control for 2018-19. Proposed Cllr Barnes seconded Cllr Jones and carried unanimously.</p>
<b>19/143.</b>	<p><b>To consider renewing membership of the National and Essex Association of Local Councils</b></p> <p><b>Motion.</b> The Council approved continued membership of the National Association at £251.64 and the Essex Association at £511.76. Proposed Cllr Barnes seconded Cllr</p>
<b>19/144.</b>	<p><b>The Council noted minutes from the following Committees:</b></p>
144.1.	Finance Committee. No meeting.
144.2.	Broomfield Village Hall Committee.
144.3.	Village Amenities Committee.
144.4.	Property & Planning Committee.
144.5.	<p><b>Broomfield Times working group.</b></p> <p>The Councillors were reminded that the deadline for copy was Friday 19<sup>th</sup> April. The Clerk was asked to investigate alternative formats for presenting the financial data.</p>
<b>19/145.</b>	<p><b>To receive reports from Representatives to outside bodies/charities.</b></p> <p>No reports were received</p>
<b>19/146.</b>	<p><b>The parking enforcement figures for February and March were noted.</b></p>
<b>19/147.</b>	<p><b>To approve actions and agenda for the Electors Meeting.</b></p> <p>The Broomfield Place consultation will be taking place on 15<sup>th</sup> May in the afternoon and evening onsite. A summary of the session will be included in the electors meeting which will be held in the village hall starting at 7.30 pm.</p>
<b>19/148.</b>	<p>Cllr Barnes thanked the Councillors for their work on all the successful projects over the last four years; the village hall, the kickwall and hard play area, the telephone booth, the cycleway and many others. Specific thanks to Cllr Jones for his tireless work in promoting the Village Hall and making it the success that it has become. The Council extended its thanks to all the staff for their work in supporting the councillors and the community.</p> <p>And finally, thanks to those Councillors who will not be standing again. Cllr Tranquada for his work in the Village, Cllr Matthews for the Newsletter, Cllr Fletcher, and Cllr Garwood for his many years of service.</p> <p><b>Date of Annual Meeting May 7<sup>th</sup> 2019 in the Methodist Church Hall</b></p> <p><b>Date Parish Assembly (elector's meeting) 15<sup>th</sup> May 2019</b></p> <p><b>Meeting Closed at 8.57 pm</b></p> <p><b>Item for next meeting – frequency of monthly meetings.</b></p>

