

## BROOMFIELD PARISH COUNCIL

### Minutes of the Meeting of Broomfield Parish Council Held on Wednesday 20<sup>th</sup> November 2019 in the Village Hall, Main Road, Broomfield.

Before the meeting opens there was a 30 minute opportunity for co-optee candidates to meet councillors and members of the public.

<b>19/217.</b>	<b>Members attending</b> Chairman Cllr Barnes Councillors Blake, Daden, Faulds, Mercer, Steed, Thomson, City Councillors Knight and Steel. Also present The Clerk, one member of the public and four co-option candidates <b>Resolved.</b> Apologies for absence were accepted from Cllr Howell. Proposed Cllr Blake seconded Cllr Faulds and carried unanimously.
<b>19/218.</b>	<b>Resolved.</b> The meeting will be recorded. Proposed Cllr Barnes seconded Cllr Blake carried with one abstention.
<b>19/219.</b>	<b>To approve the minutes of Broomfield Parish Council's Meeting 25<sup>th</sup> September 2019.</b> Two corrections were made; insert the word 'statutory' before responsibility in para. 11 line 4 of minute 19/205, and Cllr Steed was not present.  <b>Resolved:</b> With the two amendments, the minutes of Full Council Meeting are accepted as a true record. Proposed Cllr Barnes seconded Cllr Faulds.
<b>19/220.</b>	<b>To receive any Declarations of Interest from Councillors.</b> There were no declarations of interest.
<b>19/221.</b>	<b>Appointment of Co-optees.</b> The Parish Council has four vacancies to be filled. Seven people have put their names forward for co-option but Peter Anderton and Mahira Merchant withdrew prior to the meeting.  After a short question and answer session the candidates withdrew and the council considered each nomination individually  Michael Eve Nominated Cllr Barnes Seconded Cllr Daden. No votes cast. Brenda Goode Nominated Cllr Barnes Seconded Cllr Daden with unanimous vote. Monika McKie Nominated Cllr Barnes Seconded Cllr Daden with unanimous vote. Susan Myers Nominated Cllr Barnes Seconded Cllr Daden with unanimous vote. Roy Perry Nominated Cllr Barnes Seconded Cllr Daden with unanimous vote.  <b>Resolved.</b> The council will co-opt Brenda Goode, Monika McKie, Susan Myers and Roy Perry as councillors.  Cllr Blake thanked the new councillors for their willingness to take on the role, and hoped that their time on the council would be interesting and rewarding.

	<p>The Chairman announced the resignation of Sue Hubble who has been a valued and enthusiastic member of the council for four years. Her many contributions to local life will be missed. The casual vacancy will be advertised from Monday 25<sup>th</sup> November with the statutory call for a poll which will close on 9<sup>th</sup> December. If no poll is requested the Council will be free to co-opt.</p>
<b>19/222.</b>	<p><b>Four declarations of acceptance were signed and witnessed by the Clerk.</b></p>
<b>19/223.</b>	<p>Public Question Time.</p> <p>A member of the public expressed disappointment with the adverse comments made on FaceBook concerning the development of land on Angel Meadow. The discussion was not helpful nor was it constructive and little of it was accurate or relevant. The resident thanked the council for the time they give and the work they do, noting that the work is unpaid.</p> <p>Following adverse comments on social media. The Chairman made the following statement. Cllr Daden did not agree that the statement should be agreed or approved without prior notice and her opposition will be minuted.</p> <p><i>During the advertising of the Pavilion Site in 2016 and again in 2018, Broomfield Parish Council approached the agents and asked that they make it clear to potential purchasers that the property had no parking or vehicle access.</i></p> <p><i>Immediately after her purchase the Village Hall committee invited Mrs Merchant to a meeting on 11 July 2016. That meeting was attended by Mrs Merchant, Cllrs John Blake, Trevor Jones, Tim Tranquada and Kathryn Cameron as Village Hal Manager. Various matters were discussed but no request was made for access to the site other than a single request to place a skip in the car park to clear the site which was granted. Broomfield Parish Council then invited Mrs Merchant to another introductory meeting on 22 August 2016. That meeting was attended by Mrs Merchant, Cllr John Barnes and the then Clerk Mrs Karen Hurrell.</i></p> <p><i>Possible areas of cooperation were discussed for example lighting of the car park area after the Village Hall closes in the evening and a cycle shelter. Parking and access were not discussed in detail Mrs Merchant appeared not to see it as a problem. Mrs Merchant asked if Broomfield Parish Council could make her a grant toward the work she planned. She was given an application form but it was stressed that Broomfield Parish Council only give grants to charitable or non-profit making organisations. Mrs Merchant explained that she and her accountants had not decided what form the organisation would take.</i></p> <p><i>No grant application has ever been made.</i></p> <p><i>In 2019 Mrs Merchant requested temporary vehicle access to site. This request was granted through the existing car park and the opening by the play park. Unfortunately Mrs Merchant's contractors, drove through the new car park area causing damage to the newly installed kerbing. Broomfield Parish Council received a bill from their own contractors to repair the damage which was paid and passed on to Mrs Merchant. Mrs Merchant initially refused to pay the account claiming it was her contractors responsibility not hers. The kerbing damaged was so new that the contractors were still on site so were able to repair the damage.</i></p>

*In May 2019. Chelmsford City Council became aware that Mrs Merchant's was breaching her planning permission and closed the site. Mrs Merchant requested permission of Chelmsford City Council to make the site secure and remove debris.*

*In July Broomfield Parish Council wrote to Mrs Merchant granting access to carry out this work. On condition that:*

- Any damage to the points at which access is granted would be made good on completion of the works.*
- Any additional security measure necessary would be installed at Mrs M Merchant's expense.*
- No access was giving for certain dates when the park was otherwise in use.*
- Where possible traffic movements would take place before 8am and that vehicles would be escorted on foot.*
- Our previous account would be paid.*
- A £500 refundable security deposit would be paid.*

*The conditions were made to protect safety children and parents using the adjacent play park, especially during the summer holidays, and to protect the grass and the football pitch.*

*Broomfield Parish Council also agreed that rather than using the main gate, or the dedicated access at the rear of the child's play area, Mrs Merchant could, at her own expense, install a temporary access provided it was returned to original condition after the work had been done*

*In summary, the council agreed access to the site in July and agreed that temporary access points could be made while emergency repairs were made.*

*Furthermore:*

- Mrs Merchant has been invited to meet the Clerk and the Chairman to discuss her plans and assistance she needs. She has declined that invitation.*
- Mrs Merchant has been invited to present her plans for the site and how they would complement the activities to a full meeting of Broomfield Parish Council, she has declined the invitation.*
- No formal application has been made for long term vehicle access to the site.*
- Broomfield Parish Council has instructed external advisers to give an independent view of the commercial value of access to the site should in due course a request be made.*
- Our door remains open to Mrs Merchant to discuss her plans.*
- An offer to discuss the purchase of the site from Mrs Merchant has been made which has been rejected.*

*It must be noted that the Village Hall and the surrounding areas are publicly owned assets. Broomfield Parish Council has a statutory responsibility to protect all of its assets both physically and financially and will continue to do so.*

*It must be stressed that no decision will be made this evening about Mrs Merchant's apparent desire to have unrestricted free access across publicly owned land because no such request has been made nor has a request been made for it to be put on the agenda of any of our meetings.*

19/224.	<p><b>Receive report from City Councillors for items not on the agenda.</b></p> <p>Cllr Daden reported that Chelmsford Marconi Ward by-election was won by the Liberal Democrat Party candidate meaning there is no change in political makeup of the Council.</p> <p>The City Council had refurbished the War Memorial in time for the Remembrance Parade.</p> <p>Rescheduling of the refuse collection dates continues throughout the north of the district. A neighbourhood watch scheme has been established in the parish.</p> <p>Riverside Leisure Centre is not allowing unaccompanied under sixteens onsite after 5.30 pm Cllr Steel reported that this was not a ban as accompanied youths can still enter.</p> <p>Bloor homes planning development is underway, and the Clinical Commissioning Group have requested a surgery onsite. It is recognised that a new surgery needed, but not necessarily in Broomfield.</p> <p>Concerning the proposed refuse bin at Bellway housing estate, more communication is needed to make sure that the desired outcome is achieved.</p> <p>On financial matters, the City Council have balanced their budget by borrowing from reserves, and to achieve their five year spending plan, they intend to borrow. The Council was reminded that the previous administration funded their programme by selling underperforming assets. It was noted that some assets, like Threadneedle House are still being sold.</p>
19/225.	<p><b>To note financial reports for July, August, September 2019.</b></p> <p>To approve the bank statement and reconciliation for July, August and September 2019. To note cashbook, income and expenditure for July, August and September 2019.</p> <p><b>Resolved:</b> The Council approves the financial records for July 2019 noting the reconciliation figure of £158,922.81</p> <p><b>Resolved:</b> The Council approves the financial records for August 2019 noting the reconciliation figure of £117,829.55</p> <p><b>Resolved:</b> The Council approves the financial records for September 2019 noting the reconciliation figure of £172,054.36</p> <p>Proposed Cllr Barnes seconded Cllr Faulds and carried unanimously.</p> <p>The council noted the receipt of <b>£61,332.65</b> CIL money; being £14,983.46 from Beaulieu Park, White Hart Lane and £46,349.19 from the Eastern Parcel Land North Of Copperfield Road.</p> <p>The final invoice for works to David Smith Field and removal of soil from Allotments was considered and it was agreed to repeat the offer for payment of all works except the removal of soil.</p>

<b>19/226.</b>	<p><b>To consider draft budget for 2020 -2021.</b></p> <p>The tax base has been given as 2,512. With the band D equivalent unchanged at £55.46 this gives a precept of £139,316. The Council asked the Clerk to finalise the budget based on an unchanged Band D Equivalent.</p>
<b>19/227.</b>	<p><b>Correspondence</b></p> <p>A letter about antisocial behaviour on Angel Field from the Local Policing Support Unit was noted. Nothing was reported to the Council and no action was needed.</p> <p>The letter of complaint about bonfires on the allotments was noted and it was agreed that the tenants should be reminded of the conditions of their lease.</p> <p>A letter of support for development on Broomfield Place was noted.</p> <p>A letter of complaint about access to Pavilion was noted and the councillors agreed that the inaccuracies must be corrected.</p> <p>A letter of comment from Cllr Daden concerning clarity of communication was noted</p> <p>A letter of comment from Cllr Daden concerning communication was noted.</p>
<b>19/228.</b>	<p><b>Consultations</b></p> <p>The Essex Highways user survey was noted</p> <p>The Redmond review – call for evidence was noted</p> <p>The Fire Service have your say questionnaire was noted</p> <p>The Chelmsford-Wide Engagement Audit was noted.</p>
<b>19/229.</b>	<p><b>To note attendance at the Civic Carol service on Friday 13<sup>th</sup> December</b></p> <p>Councillors were asked to report their interest to the Clerk</p>
<b>19/230.</b>	<p><b>To consider commemorative events for VE day in May 2020 working with Broomfield British Legion.</b></p> <p>There is no update yet, but Great Waltham will be hosting a co-ordination meeting, Broomfield Parish Council will do the same. Cllr McKie will help to set-up the discussion and the Clerk will write to the Royal British Legion inviting them to consider any joint work that may be possible.</p>
<b>19/231.</b>	<p><b>To note feedback from Broomfield Place consultation events and to review next actions.</b></p> <p>More analysis will be needed before a statement can be issued. Cllr McKie will join the working group which will report back to the next council meeting.</p> <p><b>Action.</b> The Clerk will write to Essex County Council requesting their view on lease or purchase of the land by the Parish Council.</p>
<b>19/232.</b>	<p><b>To consider withdrawing the three expression of interest TBZN-RZW7-R for keeping the library open under its current management arrangements, TBZN-RZWT-N for development of a new library on Broomfield Place and , TBZN-RZVV-Q to build an extension to accommodate non-library functions.</b></p> <p>Essex County Council have stated that they will not close any libraries in the next five years. Running a library is an expensive undertaking and should be left to the county council. Although money is available, it will not be enough to cover costs. There is no clear idea about what will be required, nor how it will be managed. It was noted that Springfield Library is</p>

	<p>currently being run in partnership with the Parish Council and BPC will visit to see how this is done.</p> <p>An amendment to the resolution was proposed.</p> <p><b>Resolved.</b> The council will consider the expressions of interest separately. Proposed Cllr Thomson seconded Cllr Mercer and carried unanimously.</p> <p><b>Motion.</b> The Council will withdraw the expressions of interest <b>TBZN-RZW7-R</b>, maintaining the library service as it is. <b>With one in favour and two against, the motion failed.</b></p> <p><b>Motion.</b> The Council will withdraw the expressions of interest <b>TBZN-RZWT-N</b>, development at Broomfield place. <b>With five against the motion failed.</b></p> <p><b>Resolved.</b> The Council will withdraw support for the Village Hall's expressions of interest <b>TBZN-RZWV-Q</b>, building the hall extension. <b>With six in favour one against motion passed.</b></p> <p><b>The Council will withdraw its support for the Village Hall expression of interest, but maintain its own expressions of interest.</b></p>
19/233.	<p><b>To consider placing expressions of interest for five potential projects on the government Contract Finder website.</b></p> <ol style="list-style-type: none"> <li>1. Water harvesting and solar power initiatives at the Barn and the Village Hall to reduce our carbon footprint.</li> <li>2. Worked required to improve the barn, including adding toilets and running water.</li> <li>3. Establish options to extend the Village Hall to expand its community facilities.</li> <li>4. Build a retaining structure along Felsted Field to protect the pavement and open up the sight lines across the field.</li> <li>5. Resurface the Village Hall Car Park</li> </ol> <p><b>Resolved.</b> The Council will advertise the projects as expression of interest on Contract Finder. Proposed Cllr Barnes seconded Cllr Mercer and carried unanimously.</p>
19/234.	<p><b>To consider a proposal for refurbishing the Angel Field play area using CIL money.</b></p> <p>This item was deferred to next meeting.</p> <p><b>Action. Clerk to update the forward spending strategy. Involve City Council in plans to develop</b></p>
19/235.	<b>To note minutes from the following Committees:</b>
235.1.	Finance Committee. No meeting.

235.2.	Broomfield Village Hall Committee. September and October Meetings. Play in the Park attendance figures for summer 2019 were noted
235.3.	Village Amenities Committee. Meetings of September, October and November. The development of a Broomfield in Bloom magazine article was noted. The proposal to prepare a job specification for Council consideration. Combined litter-picker and Hall Caretaker was noted.
235.4.	Property & Planning Committee. September, October and November Meeting
<b>19/236.</b>	<b>To receive reports from Representatives to outside bodies/charities.</b> The Passenger transport liaison meeting report was noted
<b>19/237.</b>	<b>The parking enforcement figures for August – October 2019 were noted.</b>
<b>19/238.</b>	<b>The planning enforcement figures for August – October 2019 were noted.</b>
<b>19/239.</b>	<b>Items for next agenda</b> Special Constables CIL funding for village hall play equipment Play streets Five Year Strategy  <p style="text-align: right;"><b>Next meeting 18<sup>th</sup> December</b>  <b>Meeting closed at 9.33</b></p>