

**BROOMFIELD PARISH COUNCIL**

**Minutes of the Meeting of Broomfield Parish Council  
Held on Wednesday 18<sup>th</sup> December 2019**

<b>19/240.</b>	<p><b>Members attending</b></p> <p>Chairman      Cllr Barnes Councillors    Blake, Daden (until item 19/257), Faulds, McKie, Mercer, Perry, Steed, Thomson. Also present    The Clerk, County Cllr Aldridge, one member of the public.</p> <p><b>Resolved.</b> Apologies were accepted from Cllr Myers. Propose Cllr Faulds seconded Cllr Howell and carried unanimously.</p> <p>The Council noted the resignation of Cllr Goode. The Clerk advised that the casual vacancies left by the resignations of Cllrs Hubble and Goode have been advertised and did not attract a call for poll. The Council is now free to advertise the vacancies for co-option.</p> <p>Apologies were noted for City Councillors Steel, Knight</p>
<b>19/241.</b>	<p><b>To consider recording the meeting.</b></p> <p><b>Resolved.</b> The meeting will be recorded. Propose Cllr Barnes, seconded Cllr Daden and carried unanimously.</p>
<b>19/242.</b>	<p><b>To approve the minutes of Broomfield Parish Council's Meeting 22<sup>nd</sup> November 2019.</b></p> <p>Cllr Thomson requested that the minutes be amended to record that the parish council instructs the Village Hall to withdraw its expression of interest to build an extension to accommodate non-library functions. The relationship between the Parish Council and the Village Hall committee was discussed and it was concluded that the Committee could not place an expression of interest that was independent of the Parish Council. The proposal to host some, or all of the library function at the Village Hall was withdrawn.</p> <p><b>Resolved.</b> Minute 19/232 will be amended to confirm that the Council has fully withdrawn its expression of interest and should read "The Council will withdraw the Village Hall's expressions of interest TBZN-RZWV-Q, building the hall extension." Proposed Cllr Thomson. With five in favour and four abstentions the motion passed.</p> <p><b>Resolved:</b> With the alteration above, the minutes of Full Council Meeting are accepted as a true record. Proposed Cllr Mercer seconded Cllr Perry and carried unanimously.</p> <p>Cllr McKie reported that Sidney McKie had been good today. The Council noted the report and looked forward to continuing good behaviour into the new year.</p>
<b>19/243.</b>	<p><b>To receive any Declarations of Interest from Councillors.</b></p> <p>There were no declarations of interest concerning any item on the Agenda.</p>

<b>19/244.</b>	<p><b>Public Question Time.</b></p> <p>There were no questions .</p>
<b>19/245.</b>	<p><b>Receive report from City and County Councillors for items not on the agenda.</b></p> <p>City Councillor Daden reported that resident parking schemes in the parish have been established for Jubilee Ave, Broomhall Close, Broomhall Road and Church Avenue.</p> <p>The City Council have partnered with Essex County Council in a plastic reduction programme.</p> <p>The City Council is now looking for sites outside the local plan to place affordable housing.</p> <p>The Army &amp; Navy roundabout work is underway and will take two years.</p> <p>Outside the normal maintenance programme, two additional footway repair projects are available on first come first served. Suggestions are invited.</p> <p>The City Council has committed to plant three hundred and seventy five thousand trees, but no locations have been agreed; any suggestions would be welcomed. The tree for life scheme was suggested where the parents of every new-born child would be presented with a tree for home planting or donation elsewhere.</p> <p>Cllr Aldridge reported that Essex County Council would be seeking to optimise the value of the land and this would restrict the use to purposes with significant development potential. Although the Neighbourhood Plan does not have to offer any further housing, Cllr Blake reported that the County Council have responded to the call for sites with an application for 60 -80 retirement properties which may bring an opportunity to participate in the development. The land is unlikely to be available for a community library within the next five years.</p> <p>Essex County Council were ranked as 7<sup>th</sup> position out of 149 top-tier Councils by independent consultant iMPower when they assessed performance in seven areas of activity; children's social care, adult social care, all-age disability, social care interface, housing &amp; homelessness, waste &amp; recycling and high needs.</p>
<b>19/246.</b>	<p><b>To note financial reports for October 2019.</b></p> <p>The bank statement and reconciliation for October 2019 were approved.</p> <p>The cashbook, income and expenditure for October 2019 were noted.</p> <p><b>Resolved:</b> The Council approves the financial records for October 2019 noting the reconciliation figure of £166,060.47. Proposed Cllr Barnes seconded Cllr Mercer and carried unanimously</p>
<b>19/247.</b>	<p><b>To note financial reports for November 2019.</b></p> <p>The bank statement and reconciliation for November 2019 were noted.</p> <p>The cashbook, income and expenditure for November 2019 were approved.</p> <p><b>Resolved:</b> The Council approves the financial records for November 2019 noting the reconciliation figure of £224,772.04. Proposed Cllr Barnes seconded Cllr Mercer and carried unanimously.</p>

19/248.	<p><b>To approve the budget for 2020 - 2021.</b></p> <p>As the main source of income for the council is the Precept, there is not a lot of scope for varying the revenue budget outside of this figure. The Council has previously agreed to leave the band D equivalent unchanged. The Council's reserve is adequate so the budget is based on revenue expenditure with no significant transfer to reserve or to earmarked reserve.</p> <p>Councillors requested more involvement in the budget process and requested that they be given more frequent information and opportunity to review the budget.</p> <p><b>Resolved.</b> The Council will set a budget of £142,941 for the year 2020 -2021. Proposed Cllr Barnes seconded Cllr Steed and carried unanimously.</p>
19/249.	<p><b>To set the precept 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 to fulfil the budget set in 19/248 above.</p> <p><b>Resolved.</b> The Council approves a precept demand of £139,316. One hundred and thirty nine thousand three hundred and sixteen pounds. Proposed Cllr Barnes seconded Cllr Blake and carried unanimously.</p>
19/250.	<p><b>Correspondence</b></p> <p>Acquisition of land at Broomfield Place – acknowledgement of inquiry from County Council.</p> <p>The minutes of Chelmsford Association of Local Councils were noted.</p> <p>Comments from residents concerning the Council's enforcement of access to Angel Pavilion were noted.</p> <p>A letter from a resident concerning adverse comments on social media about the Council's enforcement of access to Angel Meadow was noted.</p> <p>A letter of comment concerning alternative uses of the allotment barn was noted.</p>
19/251.	<p><b>Consultations</b></p> <p>The consultation on strengthening of Police powers to tackle encampments was noted.</p>
19/252.	<p><b>To consider a proposal for refurbishing the Angel Field play area using CIL money.</b></p> <p>Carried forward from November Meeting, report previously circulated.</p> <p>Before considering the specific proposal. Cllr Mercer noted that the Infrastructure Levy money is for the whole parish and should only be allocated as part of a wider strategy.</p> <p>The existing play equipment and surface is tired, and it was recognised that the new equipment would be a better use of money than running repairs. It was agreed that the idea has merit, there is more work to be done on the proposal before it can be agreed. Cllr Daden proposed that it would be helpful if the children were invited to visit other play areas and form an opinion about what is available. It was further suggested that the City Council's parks service could be invited to manage the refurbishment.</p>

	The Council thanked the committee for report which would be referred back to the Amenities Committee for a more refined budget and timings for the resurfacing.
<b>19/253.</b>	<p><b>Communication policy</b></p> <p>Following a request to review the communications policy, no amendments were proposed and the policy remains unchanged. A proposal for social media amendment would be made for the next meeting to consider.</p> <p><b>Motion.</b> The Council adopts the revised communications policy. With no amendments to consider, the motion was deferred to the next meeting.</p>
<b>19/254.</b>	<p><b>Pavilion.</b></p> <p>Following a request on 22<sup>nd</sup> November 2019 for access from the landowner of the pavilion site, the council must consider the terms by which access can be granted without losing public amenity or assets.</p> <p>The Councillors were reminded that negotiating access to the land is a commercial matter and it was essential to demonstrate that appropriate care had been taken to protect public assets held on behalf of the Council. Before considering any proposals, the Council should have a clear idea of the value of the asset being requested, and an equally clear understanding of the safeguarding proposals while work is under way.</p> <p>The land was sold with the access and easements unchanged from the 1988 deed of exchange which means that access is very limited, and the Council is under no obligation to offer better conditions. Before any decisions can be made, the Council must see a robust plan that addresses the problems of safety during construction and safeguarding the council's assets.</p> <p>Cllr Daden reminded the Council that the owner of the pavilion site was not a professional developer and allowance should be made for lack of experience and knowledge of building law. The Council were also advised that the owner would be intimidated by making a presentation to full council and a more informal environment should be offered. Cllr Daden asked the Council to reflect on the value the pavilion site could offer the community.</p> <p>While the other Councillors did not necessarily share those views, it seemed sensible to agree that a separate meeting may suit both parties and the Clerk was instructed to arrange a less formal meeting for the owner to present their proposals for safety and security during rebuilding and their plans for the long-term use of the site.</p> <p><b>Motion.</b> The Council will consider terms and conditions required to grant a wayleave for managed access to the parcel of land in the North West corner of Angel Meadow.</p> <p>The matter was deferred until the owner of the pavilion had clarified their intentions so legal and commercial advice could be taken.</p>
<b>19/255.</b>	<p><b>Publication of Councillor's email addresses.</b></p> <p>A request has been made to distribute council emails using the copy function instead of the blind copy.</p>

<p>The Clerk advised the council that bcc was used for security, simplicity and the avoidance of 'reply to all' mistakes. Using cc mailing lists will lead to proliferation of email forwarding and should be discouraged for that reason alone. Given the informal way in which email is treated, it is not a good medium for negotiations and discussions.</p> <p><b>Motion.</b> The Council approves the publication of councillor email addresses by discontinuing the use of blind copy. With no proposer the motion fails.</p>			
<b>19/256.</b>	<p><b>To note feedback from Broomfield Place survey, and to consider next actions for referral to the Neighbourhood Plan working group</b></p> <p>The meeting was held on 12<sup>th</sup> December and the minutes will be circulated for the next meeting by which time the Council should have a response to the request for purchase, partnership or lease terms for the site. There were four proposals – community café workshop with social benefit, enhanced library with community facilities for study, a medical centre and a nature reserve. The working group was asked to produce a draft prospectus for consideration and discussion with County Council.</p>		
<b>19/257.</b>	<b>To note minutes from the following Committees:</b>		
257.1.	Finance Committee. No meeting.		
257.2.	Broomfield Village Hall Committee. November and December Meetings.		
257.3.	<p>Village Amenities Committee. No meeting.</p> <p>To note the installation of a refuse bin on the Bellway housing estate.</p>		
257.4.	<p>Property &amp; Planning Committee.</p> <p>To approve decisions made under delegated powers at inquorate meeting.</p>		
257.5.	To consider planning applications		
	Application No.	Location	Proposal
	19/01920/FUL	297 Main Road Broomfield	Change of use of existing ground floor from a hairdresser (Class A1) to a residential unit (Class C3).
	No objection		
	19/01949/FUL	88 Main Road Broomfield	Part single storey, part two storey rear extension. Addition of roof windows
	No objection		
	19/05615/CAT	St Marys Church Church Green	T34 - Cedar - front of church yard - reduce over extended laterals up to 3m, (predominantly on the North, West and Eastern sides). Crown lift the branches on the

			northern side to 2.2m - allow easy access around the tree.
	No objection		
	19/05621/CAT	18 Church Green	T1 - Yew - crown lift up to 3m. T2 - Conifer - trim back to fence line up to 1m. T3 - Conifer - remove 2 x fallen/bent branches. T4 - Yew - remove 1 x fallen/bent branch. T5 - Prunus - crown reduce by approx 2.5m. T6 - Yew - crown lift overhang of yew from churchyard to 2m above wall.
	No objection		
	19/02001/FUL	Southview Bungalow Hollow Lane	Side and rear extension, first floor rear extension. Two gabled front dormers to front and roof window, three roof windows to rear. Obscured glazed window to first floor east elevation.
	No objection		
	Resolved. The Council approves the planning comments above. Proposed Cllr Blake seconded Cllr Barnes and carried unanimously.		
<b>19/258.</b>	<b>To receive reports from Representatives to outside bodies/charities.</b> No reports for consideration.		
<b>19/259.</b>	<b>To note parking enforcement figures for December 2019</b> The figures were noted.		
<b>19/260.</b>	<b>Items for next agenda</b> Appointment of Special Constable Play streets		