

## **Broomfield Neighbourhood Plan**

### **Notes of Steering Group Meeting**

**Held on Tuesday 5 March 2019 at 7.30 pm at Broomfield Village Hall**

**Present:** John Blake, Angela Thomson, Sue Hubble, Duncan Coles, David Howell

**433. Apologies for absence:** Karen Hurrell, Geof Garwood, Peter Marriage

**434. Declarations of Interest:** None

**435. To approve Notes of the meeting held on 29 January 2019 -** Approved

**436. Comments from Parish Council/Planning Committee –**

There were no comments from Parish Council/Planning Committee Meetings

**437. Finance Report**

It was noted that Groundwork UK have approved the End of Second Grant Form submitted and have requested that we keep accounts regarding the spend for seven years. It was agreed that at next meeting we will plan for future spending and agree with IP which meetings he will be required to attend.

**438. Plan Timetable**

Nothing changed.

**439. GP Surgery**

JB apologised that he has not had time to draft a letter to CCG stating that it has been identified as a NP community aspiration and request which steps need to be taken to move the project forward and to set up a meeting. He hopes to do this before next meeting.

**440. Master Planning.**

Notes of meeting between Broomfield NP steering group, Cllrs Robertson and Kingham (Little Waltham PC) dated 9 February were circulated. SH to forward notes to Cllrs Robertson and Kingham and seek approval to put them on NP website. JB agreed to produce a "Statement of Common Ground" between Broomfield and Little Waltham. Invite Bloor to a meeting once a month to discuss various topics. First meeting focus – Traffic, Second meeting – Landscape. It is envisaged that Design Codes should be completed for later meeting to focus on Design.

**441. Green Wedge**

JB to chase Jeremy Potter regarding this.

**442. Brief Updates**

a) **AECOM**

Housing Survey commenced 4- 5 weeks ago. JB to chase what stage they are at.

JB said he received a call stating that a Mr Mark Hughes had been allocated to deal with Design Code. Mr Hughes will want to come and view the whole area, probably late afternoon whilst it is still light followed by a meeting. Who needs to attend to be agreed.

**b) Cyclepaths**

JB followed up Hannah Neve's request regarding additional cyclepath issues and solutions.

**c) Landscape Appraisal**

Appraisal now complete – next task will be to choose views to be used.

**443. Discussion: Businesses within the Plan**

It was felt that businesses within Broomfield should be included in the Plan, especially as 19% of people in Broomfield work from home. We need to connect with these people to ascertain if there is anything feasible that we can do to help them. Ideas mentioned included IT hub, meeting place, board rooms, contractor to run. As there seems to be a growing trend, it was decided to produce an article for the next edition of Broomfield Times in an attempt to connect with homeworkers.

**444. Any Other Business - none**

**445. Next meeting date and agenda items**

**Dates:** 2 April 2019

**Agenda items:**

Businesses within the Plan  
Views document

**446. Meeting close:**

The meeting closed at 9.15 pm

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Chairman

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Date

