

BROOMFIELD PARISH COUNCIL

Dear Councillor

You are summoned to attend the Meeting of Broomfield Parish Council to be held on Wednesday 18th March 2020 in the Village Hall, Main Road, Broomfield at 7.30pm.



Michael Letch
Clerk to the Council

20/1.	Members attending Motion. To record and accept apologies for absence
20/2.	To receive any Declarations of Interest from Councillors.
20/3.	To consider co-option of Sue Hubble
20/4.	To consider co-option of Wendy McGuinness
20/5.	To approve the minutes of Broomfield Parish Council's Meeting 18th December 2019. Motion: The minutes of Full Council Meeting are accepted as a true record.
20/6.	Public Question Time. The meeting may be temporarily suspended for up to fifteen minutes if members of the public wish to comment on agenda items or items of interest or concern to the parish.
20/7.	Receive report from City Councillors for items not on the agenda.
20/8.	To note financial reports for December 2019. To approve the bank statement and reconciliation for December 2019. To note cashbook, income and expenditure for December 2019. Motion: The Council approves the financial records for December 2019 noting the reconciliation figure of £194,431.45
20/9.	To note financial reports for January 2020. To approve the bank statement and reconciliation for January 2020. To note cashbook, income and expenditure for January 2020. Motion: The Council approves the financial records for January 2020 noting the reconciliation figure of £186,684.67.
20/10.	To note financial reports for February 2020. To approve the bank statement and reconciliation for February 2020. To note cashbook, income and expenditure for February 2020. Motion: The Council approves the financial records for February 2020 noting the reconciliation figure of £181,162.61.

20/11.	<p>To consider amending the frequency of meetings.</p> <p>Motion. The Council will meet monthly on the third Wednesday of the month starting from April 15th</p>
20/12.	<p>To receive an update on works at the Pavilion Site and to agree attendance and date for a meeting with the developer.</p>
20/13.	<p>To consider securing the pavilion site.</p> <p>Motion. The Council approves the expenditure of £500 for the installation of a perimeter fence to mark the boundary and secure the rear and side of the pavilion</p>
20/14.	<p>To consider part-funding an event to support the Broomfield VE day commemoration.</p> <p>Motion. The Council will provide up to £500 to fund the hire of a band and to provide food for a barbecue.</p>
20/15.	<p>To consider the purchase of a VE day themed planter</p> <p>Motion. The Council will purchase a VE commemorative seat for £500 funded from the street furniture budget.</p>
20/16.	<p>To consider establishing a tree for life scheme.</p> <p>The tree for life scheme will provide one tree for every newborn in the parish. Based on eighty births per year and an average cost of £15 per tree, the scheme will cost £1,200 if all parents take the offer.</p> <p>Motion. The Council approves the allocation of £1000 to support the scheme for year ending March 2021.</p>
20/17.	<p>Caretaker share</p> <p>The Village Hall needs to recruit a relief caretaker, but there is insufficient work to justify the post. If the Council considers appointing a litterpicker, the jobs could be combined to provide one part-time post.</p> <p>Motion. The Council approves the production of a Job Description for a Hall Caretaker and Litter Picker which can be considered when costed.</p>
20/18.	<p>To consider a revised standing orders.</p> <p>Motion. The Council approves the revised standing orders for adoption as of 1st April.</p>
20/19.	<p>Village CCTV</p> <p>Chelmsford City Council have offered to provide off-site CCTV surveillance free of charge if the Parish Council provides compatible Hardware. To consider funding and location of a CCTV scheme in the Parish.</p>

20/20.	<p>Update on the proposal for refurbishing the Angel Field play area using CIL money. Two companies will produce outlines for consultation, with pre-schoolers, cubs and rainbows. When a specification has been defined, the matter will be considered for submission on Contract Finder.</p>
20/21.	<p>Correspondence Reply from Essex County Council to a request to purchase or lease the land at Broomfield Place. Reply from Chelmer Medical Partnership confirming that they will not be relocating to Broomfield. Army and Navy Taskforce Unveiling of commemorative plaque at Broomfield Hospital at 10 am on Saturday 9th May. Traffic in Hollow Lane Grant of £300 from Broomfield United Charities</p>
20/22.	<p>Consultations Essex-wide bus shelter project Nominations for Green Guardians Fire and Rescue Integrated Risk Plan Essex Coast Recreational disturbance Avoidance and Mitigation Strategy Draft Supplementary Planning Document. Essex Rural strategy. Chelmsford Garden Village Community Liaison Group Publication of Inspector’s Final Report into the Chelmsford Local Plan 2013-2036 Notification under Regulation 25 of the Town and Country Planning (Local Planning) (England) Regulations 2012 Notification of proposed adoption of Chelmsford Local Plan 2013-2036 at Full Council on 31 March 2020</p>
20/23.	<p>To note the response to a request to establish a community special constable Although special constables are still being recruited, there is a moratorium on parish constables while additional volunteers are sought.</p>
20/24.	<p>Play streets To consider developing a proposal to establish play streets in the parish which can be delegated to the Village Amenities Committee for implementation.</p>
20/25.	<p>To receive an update from the Broomfield Place Working Group.</p>
20/26.	<p>To note minutes from the following Committees:</p>
26.1.	<p>Broomfield Place working group. December 2019</p>
26.2.	<p>Finance Committee. No meeting.</p>
26.3.	<p>Broomfield Village Hall Committee. November and December Meetings. To note the specification for car park resurfacing.</p>
26.4.	<p>Village Amenities Committee. No meeting in March.</p>

	To note the installation of a refuse bin and three notice boards on the Bellway housing estate.		
26.5.	Property & Planning Committee. To approve decisions made under delegated powers at inquorate meeting.		
26.6.	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).
	19/01949/FUL	88 Main Road Broomfield	Part single storey, part two storey rear extension. Addition of roof windows
	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.
	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.
	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.
20/27.	To receive reports from Representatives to outside bodies/charities.		
20/28.	To consider format for the Parish Assembly		
20/29.	Items for next agenda		