

BROOMFIELD PARISH COUNCIL

**Minutes of the Meeting of Broomfield Parish Council
Held on Wednesday 17th June at 7.30 p.m. via Zoom**

20/44.	<p>Members attending</p> <p>Chairman Cllr Barnes Present Cllrs Blake, Daden, Faulds, Hubble, Howell, McGuinness, Mercer, Perry, Steed, Thomson.</p> <p>Resolved. Apologies accepted from Cllr McKie. Proposed Cllr Barnes and carried unanimously.</p>
20/45.	<p>To receive any Declarations of Interest from Councillors.</p> <p>There were no declarations of interest.</p>
20/46.	<p>To approve the minutes of Broomfield Parish Council's Meeting 27th May 2020.</p> <p>Resolved: The minutes of Full Council Meeting are accepted as a true record. Proposed Steed seconded Faulds and carried unanimously.</p> <p>It was noted that both Angel Pavilion and the Parish Council should jointly agree what access is currently held. Cllr Perry suggested that the council should take advantage of lockdown to complete works.</p> <p>Councillor Daden asked why the access to the rear of playground is not being used. The Clerk confirmed that no request has been received to unlock the gate. The deeds imply that the access is pedestrian-only, but make it clear that the access is measured as 10' from the boundary and this will include the hedge.</p>
20/47.	<p>Public Question Time.</p> <p>There were two members of public present.</p>
20/48.	<p>Receive report from City and County Councillors for items not on the agenda.</p> <p>County Cllr Aldridge reported that there is £10,000 of funding available for wider community usage. The County's country parks open, but the toilets are not. Following an early surge of people keen to visit the recycling centres, numbers have now reduced. Speed awareness courses have now gone online.</p> <p>The Parish Council were advised that Cllr Aldridge could authorise two discretionary footway repairs in his Division. Suitable sites would be on highways land and less than two bus lengths long. The Village Amenities Committee would make recommendations for candidates.</p> <p>Essex County Council will continue to work within guidelines on safe practice for CoVID-19 control and management but there is not much that the County can add. Although the mortality was higher than some other Counties, this was attributable to the proximity to London and was higher among the elderly. The mortality rate continues to drop with 49</p>

	<p>fatalities last week, and 150 the week before. Tier one track and trace is up and running and the County Council has received £5.6m funding to support their work.</p> <p>Chelmsford City Council's Local plan was adopted 27th May. Councillors should look online to see the comments for Warren Farm.</p> <p>City council received £159,000 for promoting post lockdown shopping. Street Ambassadors have been engaged to advise and guide the shoppers.</p> <p>Leisure centres and gyms will open by 6th July, but visits are by appointment only.</p> <p>Cllr Knight reported a City Council budget short of £11.6m. The authority collects £12m in Council Tax and this will leave an £8m shortfall after grants. The City Council proposes to close the budget gap from their capital fund with the intention of replacing the money in later years.</p> <p>Cllr Daden reported a tree down at Saffron Way behind school.</p> <p>The master plan for Bloor Homes is to be reviewed.</p> <p>The City Council is planning to reduce traffic congestion in the city. If everyone who could, worked from home, 160k cars would be taken off the road. The City Council will encourage home working and want to develop libraries to allow telecottaging.</p>
20/49.	<p>Correspondence</p> <p>A report of damage to library building was noted and referred to the County Council. With smaller libraries not scheduled to reopen until august, repairs will be needed.</p>
20/50.	<p>Consultations</p> <p>None this month</p>
20/51.	<p>To consider a proposal to allocate CIL funds for refurbishing the Angel Field play area.</p> <p>The Parish Council's draft strategic plan is under development and the supporting paper outlines some ideas that can be investigated and moved forward. For the play area project, the Council is asked to allocate a fund to give tenderers an indication of the scope of works intended. It is known that the safe play surface is very poor and could cost up to £20k to renew. The City Council could be asked to project manage the work.</p> <p>There are a number of small projects like compostable toilets that could be funded by the Council without applying for grants and slowing the process. Councillors are asked to come forward with any ideas for development.</p> <p>Allocate money for these. Memorial for CoVID victim – bench or planter.</p> <p>Consider putting a bus shelter at Felsted Field. The owner might be interested in allowing the council to build a shelter and build a retaining wall.</p> <p>Motion. The Council will allocate £40,000 to a fund for improvement to the Children's Play Facilities at Angel Field Play area with a decision on the final specification following competitive tender and consultation.</p>

	<p>Resolved. The Council will increase the sum allocated for the work from £40k as given in the motion to £50K. Proposed Cllr Thomson seconded Cllr Steed and carried unanimously.</p> <p>Resolved. The Council will allocate £50,000 to a fund for improvement to the Children's Play Facilities at Angel Field Play area with a decision on the final specification following competitive tender and consultation. Proposed Cllr Thomson seconded Cllr Steed and carried unanimously.</p>
20/52.	<p>To consider establishing a tree for life scheme. The tree for life scheme will provide one tree for every new born 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>Resolved. The Council approves the allocation of £1,000 to support the scheme for year one. Proposed Cllr Faulds seconded Cllr Barnes and carried unanimously.</p> <p>The Clerk was asked to contact Paul Vandamme of Chelmsford City Council about their work on this scheme.</p>
20/53.	<p>To consider a proposal to appoint an architect to undertake a feasibility study on expanding the village hall using carbon-neutral or energy-saving technologies.</p> <p>The Council were reminded that the possibility of expansion was built into the design for the 2014 rebuild. At the time, there were insufficient funds to expand further, but the building has scope for additional facilities.</p> <p>Resolved. The Council approves a budget of up to £3,000 to fund an Architect's report on options for expanding the Hall Facilities. Proposed Cllr Barnes seconded Cllr Mercer and carried with one abstention</p>
20/54.	<p>To consider a proposal to enhance the street scene in the Church Green Conservation Area.</p> <p>Chelmsford City Council conservation officer Michael Hurst drew-up the original plans ten years ago, but it was thought that the plans should be refreshed to accommodate the present needs of the Parish. The Council were reminded about the need for consultation when amending road priorities and parking schemes.</p> <p>Given the extensive work that has already been done, some Councillors considered this to be expensive for a refresh of already complete plans.</p> <p>The Village Design Statement looked at using the work in Church Green to slow down traffic on main road by building-in traffic management and traffic calming. Some Councillors did not see the benefit in this project and would prefer to put the money towards pedestrian crossings. Cllr Daden requested proposals before a decision is made.</p> <p>Resolved. The Council will allocate up to £3,000 to refresh the plans and proposals for Church Green. Proposed Cllr Barnes seconded Cllr Mercer and carried with one against.</p>

20/55.	<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 litter picker, the jobs could be combined to provide one part-time post. Appointing on a zero hour contract has been considered, but attracted no interest. Volunteer help is fickle and would not be sufficient to cope with the increased cleaning demands of the post-CoVID hiring. By combining the two roles, there is the opportunity to create a job that would be attractive to someone wanting a regular income.</p> <p>Resolved. The Council approves the production of a Job Description for a Hall Caretaker and Litter Picker which can be considered when costed. Proposed Cllr Barnes seconded Cllr Thomson and carried unanimously.</p>
20/56.	<p>Grant application</p> <p>To consider an application for £2,000 from 1st Broomfield Scouts for additional storage space. Malcolm Taylor reported that the building had been built for £28k but an additional £12k is needed to develop an indoor climbing wall. The whole project will cost £40k which will use most of the group's reserve and fundraising is difficult during lockdown.</p> <p>Cllr Aldridge advised that additional funding could be available with awards of up to £10k from the Community Infrastructure Fund.</p> <p>Resolved. The Council approves the award of £2,000 toward the building of extra storage space. Proposed Cllr Barnes seconded Cllr Hubble and carried unanimously.</p>
20/57.	<p>To consider the draft prospectus for proposed café and developments at Broomfield Place.</p> <p>To be considered at a later meeting when the prospectus is available.</p>
20/58.	<p>To receive report from Elwell Taylor who are negotiating access on behalf of the Council.</p> <p>The Council noted that that the offers to negotiate an improved access have been declined and the owner is satisfied with the access granted in 1988 deeds. No report has been received.</p> <p>Cllr Daden asked if the surveyor instructed to ask £3,000 to make the site safe. It was confirmed that the surveyor was instructed to negotiate an appropriate licence for access and was not given a target fee. Given the difficulties encountered in previous discussions, a professional was appointed to take the emotion out of the negotiation.</p> <p>The surveyor is working to reach an agreement which can be given to the council for consideration. However, with no interest from the owner in renegotiation, the next step is to clarify what access is already held. Cllr Daden reminded the council that they should advise the surveyor what the council requires from the negotiations.</p>
20/59.	<p>To note minutes from the following Committees:</p>
59.1.	<p>Finance Committee. No meeting.</p>
59.2.	<p>Broomfield Village Hall Committee. June Meeting</p> <p>The appointment of contractors to resurface the car park is still under consideration.</p>

59.3.	<p>Village Amenities Committee. No meeting.</p> <p>The Council considered a request for an additional £600 for notice board at Bellway to add to the previously agreed £1,000. It was agreed to increase the offer under delegated power.</p> <p>The Council noted the expenditure of £800 on two dog waste bins at Bellway.</p> <p>The Council noted the allocation of 200kg road grit for Bellway.</p> <p>To note damage to trees and furniture at Angel Field and DS Field.</p> <p>The Clerk confirmed that a letter of apology has been received along with a financial contribution which has been put towards a new bridge in the nature reserve towards a replacement bridge. Other trees have been damaged including specimen trees in DS field and a bench damaged when it was used to support a portable barbecue.</p> <p>To consider applying for salt bag partnership 2020- 2021</p> <p>Current stocks are adequate and surplus is being delivered to Bellway housing estate.</p> <p>Broomfield in bloom has stalled; Chelmer Valley High School has closed and they were going to make the planters. Residents have been approached and asked if they wanted to water planters if they were installed near to their houses, but there was limited interest.</p>
59.4.	<p>Property & Planning Committee.</p> <p>There were no decisions made under delegated powers at inquorate meetings.</p>
20/60.	<p>Planning enforcement</p> <p>The reports from City Council Planning Enforcement Team were noted.</p> <p>The Council noted that the application for the Brooklands site has gone to the secretary of state following complaints about the unauthorised work.</p>
20/61.	<p>To receive reports from Representatives to outside bodies/charities.</p> <p>No reports received.</p>
20/62.	<p>Items for next agenda</p> <p>Village Hall CCTV</p> <p>Small grants 30k</p>