

BROOMFIELD PARISH COUNCIL**Minutes of the Meeting of Broomfield Parish Council
Held on Wednesday 17th March via Zoom.**

21/48.	<p>Members attending Chairman Cllr Barnes Councillors Blake, Bleet, Faulds, Hubble, Hance, McKie, Mercer, Need, Steed, Thomson.</p> <p>Also present The Clerk, Clerk Designate, County Councillor Aldridge, City Cllrs Steel & Knight and two members of the public.</p> <p>Resolved. Apologies for absence were received from Cllrs Daden and Howell. Proposed Cllr Barnes and carried unanimously.</p> <p>Mark Hembury, the new Clerk was welcomed to the Council, and Michael Letch the outgoing Clerk was unanimously thanked for his knowledge and work over four years of service.</p>
21/49.	<p>To receive any Declarations of Interest from Councillors. There were no declarations of interest.</p>
21/50.	<p>To approve the minutes of Broomfield Parish Council's Meeting 3rd February 2021. Resolved: The minutes of the Full Council Meeting are accepted as a true record. Proposed Cllr Barnes seconded Cllr Hance and carried unanimously.</p>
21/51.	<p>To approve the minutes of Broomfield Parish Council's Meeting 17th February 2021. Resolved: The minutes of the Full Council Meeting are accepted as a true record. Proposed Cllr Barnes seconded Cllr Faulds and carried unanimously.</p>
21/52.	<p>Public Question Time. A resident noted that the Council does a lot of planning and discussion about proposals but nothing seems to happen for the benefit of resident. Specifically what has happened about the replacement of sleepers on Church Green. The Clerk confirmed that these were the responsibility of County Council Highways department who would be repairing them when funds and resources permit.</p> <p>The Council were asked why a dog waste bin had been removed from Angel Field when more bins are needed. It was confirmed that the bin was removed on the instruction of the City Council who were no longer willing to empty it. More bins are being considered and the Amenities Committee would welcome suggestions for locations.</p>
21/53.	<p>Receive report from County Councillor for items not on the agenda. The vaccination programme is being rolled out successfully, but there is now an air of carelessness about the rules of social distancing and mask wearing. The rules are there to be followed and vaccination is not a reason for relaxing vigilance.</p>

	<p>Works on the Army & Navy junction are removing the last parts of the flyover. There will not be a replacement flyover, the new junction will be a roundabout which could be completed by 2024.</p> <p>The Pegasus crossing on Essex Regiment Way is being installed. Another new pedestrian crossing is being built in the Channels housing estate near to the skate park.</p> <p>The roads in front of Chelmsford Shire Hall will be pedestrianised.</p> <p>The Community Governance review is closing on 18th March.</p> <p>The County Council is introducing a new programme to support 16 -24 year olds who want to return to work.</p> <p>Free school meal vouchers will be available over Easter along with other activities for children.</p> <p>Continued funding is available for voluntary organisations working to relieve COVID hardship.</p> <p>Local Highway Panel funding has been increased to £700,000.</p> <p>The County Councillor's Locality Fund budget of £10,000 will be offered to the Parish Councils in the County Electoral Division in 2021-2022.</p>
	<p>Receive report from City Councillors for items not on the agenda.</p> <p>The City Council budget was passed. Administration is under pressure and income has dropped with £7.5m deficit only partially filled by £5M from Government. There will be no pay increase for staff and parking charges will be introduced at Hylands House. There will be a 12% increase in burial fees.</p> <p>There will be a 2.5% increase in City Council precept but this will vary for each parish depending on the calculation of general and special expenses that offset the concurrent services that each parish supplies. The increase for Broomfield is 8.1%.</p> <p>The City Life newsletter will be going online.</p> <p>Elections are due in May, County Council and one bye-election.</p> <p>So far only ten parishes have responded to the governance review</p>
21/54.	<p>Correspondence</p> <p>The Age UK information and advice was noted.</p> <p>Angel Pavilion Signage. The Council would await a more detailed proposal and confirmation of planning requirements before making a decision.</p>
21/55.	<p>Consultations</p> <p>Chelmsford N.E. Bypass consultation was noted and it was confirmed the council would be represented. The meeting will be recorded and may be available offline later.</p>

21/56.	<p>To note financial reports for February 2021. To approve the bank statement and reconciliation for February 2021. To note cashbook, income and expenditure for February 2021. Resolved. The Council approves the financial records for February 2021 noting the reconciliation sum of £202,332.99. Proposed Cllr Barnes seconded Cllr Mercer and carried unanimously</p>
21/57.	<p>To appoint Mark Hembury as Clerk to the Council. Resolved. The Council appoints Mark Hembury as Clerk, Proper Officer and Responsible Financial Officer to the Council from April 1st 2021. Proposed Cllr Barnes seconded Cllr Faulds and carried unanimously.</p> <p>The outgoing Clerk confirmed that there will be a handover period for the new Clerk.</p>
21/58.	<p>To review Financial Regulations. The Clerk advised the Council that the regulations followed the current National Association of Local Councils recommendations and did not need to be revised. No amendments have been requested by Councillors. The regulations may have to be revised following the expiry of the CoVID regulations which may happen on 7th May 2021.</p> <p>Resolved. The Council adopts financial regulations revision 2.2 for use until the end of CoVID restrictions. Proposed Cllr Barnes seconded Cllr Mercer and carried unanimously.</p> <p style="text-align: right;">Cllr Aldridge left the meeting.</p>
21/59.	<p>To review Standing Orders The Clerk advised the Council that the orders followed the current National Association of Local Councils recommendations and did not need to be revised. No amendments have been requested by Councillors. The regulations may have to be revised following the expiry of the CoVID regulations which may happen on 7th May 2021.</p> <p>Resolved. The Council adopts standing orders revision 1.2 for use until the end of CoVID restrictions. Proposed Cllr Barnes seconded Cllr Hubble and carried unanimously.</p>
21/60.	<p>To receive an update on Media Communications Strategy. Resolved. The Council adopts the media strategy policy for 2021-2022. Proposed Cllr Barnes seconded Cllr Need and carried unanimously.</p>
21/61.	<p>To consider preparations for a return to face-to face meetings. Without further action from the Government, the CoVID regulations and permission to hold online meetings will end on 7th May.</p> <ul style="list-style-type: none"> a. Normal parish meetings. The Council has sufficient space in a CoVID secure building to meet, but there may not be sufficient space to accommodate any members of public. b. Annual Parish Meeting The Clerk reminded the Council that the annual parish meeting should be held between 1st March and 1st June. The CoVID regulations excused councils from holding a meeting in 2020, but would be obliged to hold one in 2021. Given that remote

	<p>meetings are better understood and have been popular with the residents, there is an opportunity to hold meeting online before the regulations expire in preference to meeting a requirement to hold them in person after. The Council can convene a physical meeting at any time later in the year once restrictions have been lifted.</p> <p>Resolved. The council will hold an online annual assembly on April 28th. Proposed Cllr Barnes seconded Cllr Bleet.</p>
21/62.	<p>To appoint a working group and volunteers to organise and deliver a Fun Day on 11th July.</p> <p>Cllr Hubble advised the Councillors that a tentative date has been made but this will be subject to CoVID restrictions. Adrian's Estate Agent has given £150 donation and agreed to put up noticeboards. More volunteers are needed and the opening meeting will be on Monday 22nd.</p> <p>Cllr McKie advised the Council that the proposed date conflicts with the commemoration of the Battle of the Boyne which may cause problems with the local Irish community.</p>
21/63.	<p>Update on Youth Centre.</p> <p>There are no significant changes or amendments to note. The revised Q&A have been published on the website to update those who enquired about the proposal. It has been agreed that the building is not going on either field, and locations near to the hall are being considered; either as an extension to the existing building or as a free standing building on the car park. Once the location has been decided, the council will seek pre-planning advice from the City Council.</p>
21/64.	<p>Neighbourhood Plan</p> <p>The Council noted a presentation on the planning strategy behind the Neighbourhood Plan. The plan is being led by the landscape appraisal, and the goal is to preserve the best and most valued parts of the environment while meeting the needs of the community. Considering the policies; protection is specified for the Pleshey Plateau, development is managed and the distinction between the village and the town of Chelmsford will be maintained by resisting development in the existing space between the communities. There will be more to consider in future, but councillors were reminded to study the documents.</p> <p>A consultation has been launched to seek the resident's opinion on the land to the south of Broomfield Place.</p>
21/65.	<p>Tree for Life</p> <p>Twenty babies have been commemorated. Ten families have chosen to plant their trees in David Smith Field and ten have elected to plant in their garden. In future fruit trees will be for gardens only. People who wish for public trees will get native specimens that can be planted to strengthen existing features. The residuum of the budget will be carried forward to the next financial year.</p>
21/66.	To note minutes from the following Committees:
66.1.	Finance Committee. No meeting
66.2.	Broomfield Village Hall Committee. 8 th March minute were noted.

66.3.	Village Amenities Committee 10 th March minute were noted.
66.4.	Property & Planning Committee. There were no decisions made under delegated powers to be considered.
21/67.	Planning enforcement. No report this month.
21/68.	To receive reports from Representatives to outside bodies/charities. No report this month.
21/69.	To appoint a representative to Woollards Charity. Resolved. The Council appoints Cllr Faulds to be a trustee for the Woolard Charity. Proposed Cllr Barnes and carried unanimously.
21/70.	Items for next agenda To consider improvements to Church Green. Next meeting April 21 st 2021. Meeting closed at 9.27