



Broomfield Parish Council

Minutes of a meeting of Broomfield Parish Council
Held in the Village Hall on Wednesday 16th March 2022 at 7.30 p.m.

21/312	<p>Members attending. Chair: Cllr Bleet, others present Cllrs Faulds, Blake, Thomson, Howell, Mercer, Steed, Hubble, Barnes and Howell. One member of the public was in attendance. Also in attendance, Councillor Mike Steel, County Councillor. Officer present, Council Clerk Mark Hembury Resolved Apologies were accepted from Cllrs Daden and Scott. Proposed Cllr Perry and seconded Cllr Barnes. Unanimously approved.</p>
21/313	<p>Declarations of interests None received</p>
21/314	<p>To approve the minutes of the Council Meeting held on 16th February 2022. Resolved The minutes of the Full Council meeting are accepted as a true record. Proposed Cllr Faulds and seconded Cllr Thomson. Two abstentions, all others in agreement.</p>
21/315	<p>Public Question Time. No public questions received.</p>
21/316	<p>To receive a report from our County Councillor for items not on agenda. The following report was presented by Councillor Mike Steel. Library Consultation: I attended a briefing on the consultation and development of the new library plan: Everyone's Library Service 2022 – 2026 on Thursday 10th March at the People and Families Policy and Scrutiny Committee. The meeting provided an update on: • The consultation and engagement process with Essex residents and key stakeholders on the draft plan for Essex libraries. • The outcomes of the consultation • The next steps to finalise and adopt the plan and prepare for delivery. The papers state that the new library plan will enable the delivery of a service that is modern, vibrant, and sustainable. It commits to keeping all 74 libraries open with investment in training and the upskilling of library staff. The consultation analysis report shows that Essex residents and organisations give their broad support to the Plan. Essex County Council is the second largest library authority in the country, serving a population of nearly 1.5 million residents across a network of 74 libraries, two mobile library vehicles, an online e-library service, and a home library delivery service provided by volunteers to residents who cannot access onsite or mobile services. In 2019-20 (the last year unaffected by pandemic restrictions), the library service had 226,000 active users, 4.3 million visits, 3.9 million loans, and over 400,000 e-resources were borrowed I note that a total of 2,213 survey responses were received of which 2,185 were from individuals = 0.1% of population. 15% of respondents were from the Chelmsford area = 0.2% of the population. 87% of respondents were over 35, 1% were under 16. The document appears to be a plan to have a plan, stating ambitions, but not clear on detail on how it will be achieved. The proposal now goes forward to Cabinet. This does not go into any detail on how individual libraries will operate in the future. I have registered the fact that the library committees/PCs in my area, want to be involved in that process, with the Head of Libraries at ECC. Locality Fund</p>

	<p>Locality Fund I have now awarded all of my £10,000 Locality fund. This was spread fairly across my division. There should be another one operating from May onwards. This year's theme is "Levelling Up": Requestor Awarded Good Easter Church £750 Fence GWPC £1,000 White goods for Pavilion Good Easter PC £300 Contribution to Defrib Roxwell Church £1,000 Heating Beryl Platt centre £1,000 Drinks Fridge WPC Writtle Archives £750 New records Computer Chignal PC £1,000 Webpage set up Broomfield VH PC £1,000 New PC for bookings etc Gt Leighs VH £1,000 Upgrade to car park lights GW School £900 Potting shed for children's garden CVHS £300 School prizes. Chase 27th Jan Writtle Sports and Social Club £1,000 Coffee machine £10,000</p> <p>Ride London</p> <p>RideLondon, the world's greatest festival of cycling, is coming to Essex from Friday 27 to Sunday 29 May 2022. RideLondon has seen participants raise almost £80 million for charity since it was first held in 2013 and we hope to raise even more this year. We want to ensure you are aware of the 2022 event dates and how to access further information to assist with your planning as your area and journeys could be affected by the road closures.</p> <p>Friday 27 and Saturday 28 May 2022 Temporary road closures of 15 to 20 minutes will operate on both days in some areas of Essex for stages one and two of the professional women's cycle race – the RideLondon Classique. Sunday 29 May 2022 More than 100 miles of road closures will be in place throughout the day from 7.30am to around 3.30pm for the RideLondon-Essex 100, the mass participation ride that will feature up to 25,000 cyclists. For the Chelmsford area, the route, enters the B1008 at the Felsted turning, goes on to Howe Street, Great Waltham, South Street, Breeds Road, through Chignal Smealy, Chignal Road, then A1060, turning towards Writtle via Lordship Road, Ongar Road and then towards Ongar on the A414. For more information, please visit ridelondon.co.uk/road-closures Thank you in advance for your co-operation and understanding in the run-up to RideLondon. If you have any queries or need assistance, please visit ridelondon.co.uk/help/contact-us</p> <p>Crossing Patrol for School Lane</p> <p>I have formally requested a school crossing person on School Lane. The volume survey, which calculates PV2, scheduled for early March 2022 (weather permitting) after the half term break. I have not received the results yet</p> <p>Bloor Homes</p> <p>I am in conversation with the CCG on primary care provision and have received some feedback following slow progress, subsequent meetings and discussions have established that it may be possible to locate a new Health facility on the Broomfield Site. The developers are currently looking at space planning and will come back to CCG with some ideas. Upon confirmation that this site is an option, conversations will be initiated with the local practice.</p> <p>City Council Boundary Changes</p> <p>As a member of the Democracy working group, and Governance Committee, I can report on the recommendations for the boundary changes. These will now go forward to full Council and if approved, will be implanted for the May 2023 elections. Final recommendations (1) Changes in parish boundary such that Petty Croft becomes part of Broomfield parish. (2) Changes in the parish boundary such that area F (new development East of Essex Regiment way) moves to the new parish. (3) Removal of the draft recommendation that the new development north of the hospital becomes part of Broomfield parish. When this area is inhabited, residents will be consulted, at some future date. (4) No change in the number of parish councillors.</p>
21/317	<p>To receive a report from City Councillors for items not on the agenda.</p> <p>Noreport received.</p>
21/318	<p>Correspondence</p> <p>Mr Tom Butler – Quarry traffic at Channels</p>

	<p>Councillor Steel stated that there are attempts being made to make recommendations regarding this issue and a referral is being made to the Development and Recommendation Committee.</p> <p>School Lane – Pond outside Parsonage House.</p> <p>The Clerk provided an update on the issue of flooding due to a blocked outlet pipe. An onsite visit was conducted with a drainage contractor who worked on the pond previously. A number of recommendations were made which will be considered further. An enquiry with the Open Spaces Society has been made in an attempt to clarify some ownership and management responsibilities regarding Parsonage Green as a registered Village Green.</p>
21/319	<p>Consultations None received</p>
21/320	<p>To consider co-option to the Parish Council to fill the vacancy arising following the resignation of Jason Need.</p> <p>One application has been received. Ballot papers were issued to each Councillor present and a summary of the Parish Council policy on Co-option was provided. Signed ballot papers were collected by the Clerk, and Joanne Bowman was duly co-opted with ten votes.</p>
21/321	<p>Reports from Councillors on outside bodies</p> <p>Local Highways Panel – No meeting to report, but the School Lane Working Group is on-going.</p> <p>Woollards Charity – No update.</p> <p>Broomfield Hospital Liaison – No meeting</p> <p>Football Sports Clubs – Cllr Bleet reported that Broomfield Football Club would be joining in with the Jubilee celebration proposals.</p> <p>Elderly Care Homes – We still await an update from Ayletts.</p> <p>Transport – Nothing to note.</p> <p>Schools – Cllr Bleet confirmed the good relationship continues. A litter pick will take place on Saturday and two posters designed by pupils will be used as banners.</p>
21/322	<p>To note financial reports for February 2022.</p> <p>To approve the bank statement and reconciliation for February 2022.</p> <p>To note cashbook, income and expenditure for February 2022.</p> <p>To note salary payments for February 2022.</p> <p>Resolved The Council approves the financial records for February 2022 noting the reconciliation figure of £645,043.78 Proposed by Cllr Barnes and seconded by Cllr Mercer. Agreed unanimously.</p>
21/323	<p>A cost has been obtained for the re-branding of the van with the new Parish Council logo. This includes removal of the old graphics, reparation of the surface to receive the new logo and telephone number, in the same font/colour scheme.</p> <p>Resolved. The Council approves of the spend of £600 to re-brand the van with the new Parish logo. Proposed by Cllr Barnes and seconded by Cllr Steed. Approved unanimously.</p>
21/324	<p>To confirm details regarding the date of the Annual Parish Meeting and associated arrangements.</p> <p>Cllr Blake outlined a potential timetable for the Neighbourhood Plan, including an agreement of the draft at the May Council meeting. The various Regulation 14 and 16 consultations would then need to take place and there would be the opportunity to engage with as many people as possible through various means, website, post delivery and drop in sessions.</p> <p>Cllr Mercer stated she believed that the Annual Parish Meeting should not include the Neighbourhood Plan. It was agreed that Cllrs Bleet and Mercer would volunteer to agree arrangements for the Annual Parish Meeting and report back on proposals.</p>

21/325	<p>To receive an update from the Jubilee Working Group on the progress of plans to date. The report circulated by the Events and Funding Manager for the Village Hall, Donna Hance, was circulated to members and the report was noted.</p>
21/326	<p>It is proposed that one of the designs from the logo competition is used to produce a village sign that will be erected on Church Green. Quotes are being obtained for the various options that are possible. The Parish Council is asked to consider, subject to a final cost being agreed, if they wish to support this proposal. Resolved. The resolution was amended as follows - The Parish Council approves of the proposal to produce a village sign for Church Green, subject to an expenditure of no more than £6,000. The new sign would be placed on Angel Green and the old sign on Angel Green would transfer to Church Green. To be financed by CIL money. Proposed by Cllr Steed and seconded by Cllr Barnes. Unanimously agreed.</p>
21/327	<p>The Planning meeting held on 2 nd March was inquorate. Responses to the planning applications listed under Agenda item PLN22/25 were made under delegated powers. The Council is asked to note the responses provided. The responses were duly noted.</p>
21/328	<p>Due to the impact of Covid-19 restrictions since the start of the leave year in April 2021, staff have accumulated a significant days of untaken annual leave. To avoid the loss of annual leave or problems associated with significant reductions in staff presence in March, it is suggested that the number of days leave that can be carried over this year is increased by ten. Resolved. The Council approves for this year only, the carrying over of up to fifteen days of annual leave. Proposed by Cllr Mercer and seconded by Cllr Thomson. Agreed unanimously.</p>
21/329	<p>Chelmsford City Council Governance Committee met on March 9th and agreed the contents of the Local Governance Review to be submitted to the full City Council for final approval on 22nd March. The Parish Council is asked to note the recommendations made as far as they concern Broomfield Parish Council. The recommendations were duly noted.</p>
21/330	<p>Neighbourhood Plan update. Cllr Blake will provide an update on the latest progress and will be asking the Council to consider a change to the Neighbourhood Plan area. Resolved. The Council instructs the Clerk to write to the City Council, at the earliest opportunity, to request a change to the Broomfield Neighbourhood Plan Area, assuming the Community Governance Review is agreed as recommended. a) The request is for the NPA to have the same boundaries as the Parish after 1st April 2023, provided Little Waltham Parish Council agrees; or b) If Little Waltham does not agree, for the eastern boundary of the NPA to follow Essex Regiment Way as shown on the map in this report, but otherwise remain as it is. Proposed by Cllr Blake and seconded by Cllr Mercer. Agreed unanimously.</p>
21/331	<p>As part of the local Jubilee celebrations, a circular walk has been proposed including the villages of Broomfield, Little Waltham and Great Waltham. At this early stage, the Council is being asked to express its support for this proposal. Resolved. The Council supports the proposal for a Three Villages Walk as outlined. Any financial commitments will considered once known. Proposed by Cllr Barnes and seconded by Cllr Steed. Agreed unanimously.</p>
21/332	<p>On behalf of the rest of the Parish Council, Chairman Margaret Bleet thanked members of the local community, Village Hall staff and volunteers, for their generosity and time in</p>

	responding so magnificently to the Ukraine appeal, providing both money and a wide range of humanitarian supplies.
21/333	To note minutes from the following Committees:
21/333.1	Finance and Personnel Committee – no further update
21/333.2	Village Amenities Committee 9th March – These were noted.
21/333.3	Property and Planning Committee 2nd March – Meeting inquorate. See 21/327
21/333.4	Communications Committee – no further update
21/333.5	School Lane Working Group February meeting. Cllr Bleet provided an update.
21/334	Matters for the next meeting The meeting finished at 9.35 p.m.