



Broomfield Parish Council

Minutes of a meeting of Broomfield Parish Council
Held in the Village Hall on Wednesday 18th May 2022 at 7.30 p.m.

22/1	Election of Chairman One nomination was received. Cllr Margaret Bleet was proposed by Cllr Barnes and seconded by Cllr Faulds. Agreed unanimously.
22/2	To receive Chairman's Declaration of Acceptance of Office The Chairman, Cllr Margaret Bleet duly made her acceptance of office.
22/3	Election of Vice-Chairman One nomination was received. Cllr Mercer was proposed by Cllr Blake and seconded by Cllr Barnes. Agreed unanimously.
22/4	Members attending. Chair: Cllr Bleet, others present Cllrs Blake, Thomson, Howell#, Mercer, Perry, Bowman, Faulds, Barnes and Scott. Officer present, Council Clerk Mark Hembury Resolved Apologies were accepted from Cllrs Daden and Steed. Proposed Cllr Mercer and seconded by Cllr Thomson. Unanimously approved.
22/5	Declarations of interests None received
22/6	To approve the minutes of the Council Meeting held on 20th April 2022. #Cllr Howell arrives Resolved The minutes of the Full Council meeting are accepted as a true record. Proposed by Cllr Blake and seconded by Cllr Perry. Three abstentions, all others in agreement.
22/7	Public Question Time. No members of the public present.
22/8	To receive a report from County Councillor for items not on the agenda. The following written report was submitted by Cllr Mike Steel. Homes for Ukraine Scheme Update 06.05.22 Key figures: • The latest data indicates there have been 1,121 requests from Ukrainians with 759 sponsors in the ECC area. Currently, 16% of ECC area sponsors have Ukrainian guests who have arrived. Finance update: Districts are arranging the £200 payments to guests as soon as they are advised that they have arrived (methods currently vary, until prepaid cards are up & running) • Districts will initiate the £350 thank you payments in arrears (back-dated to when guest(s) first arrived), where sponsors have completed a request for the payment and once the housing checks have been successfully completed. Health Group update: A primary care guidance document that outlines likely health issues can be accessed here: https://www.gov.uk/government/publications/arrivals-from-ukraine-advice-for-primary-care • Access to dentistry is being raised as an issue and we await guidance from NHS colleagues. Housing Assurance/Safeguarding update:

We are continuing the assurance process for accommodation safety checks and DBS checks. Refinements to current processes are being made where possible. As at 05.05.22, 60% of sponsors with guests have had checks started (accommodation and/or DBS/safeguarding). • Static caravans – a change to the joint housing policy has been made, with static caravans now allowed as accommodation, where they are located on sites which are open all-year-round.

Ports of Entry update:

Stansted – an average of 369 Ukrainians have arrived through Stansted over the past 4 days. • Most arrival transit to their onward destinations, although some require help at the airport as anticipated. • Food vouchers have been handed out. • The Ukraine arrivals hub is fully staffed. • CVS Uttlesford have now taken over from the British Red Cross staffing the arrivals hub/welcome point. • Harwich – in the last seven days 21 arrivals have been logged, although many are lorry drivers rather than people seeking accommodation. • Southend Airport – no arrivals yet.

School places for Ukrainian children:

FAQs have been updated as per the notes below: • All schools have been communicated with to confirm that children from Ukraine have the right to access a school place in the normal way. We are aware of a number of schools who have already received applications and are admitting children. Schools have also been advised about the additional funding from central government to support the needs of Ukrainian children. • All families arriving from Ukraine will need to follow the established process for mid-year school admissions. • We continue to work closely with schools to ensure that all children are placed in schools within a reasonable distance from their homes. • The educational needs of all children living and arriving in Essex remains our top priority and we will continue to support both families and schools with school admissions along with other needs the families may have.

Sponsor Packs and Comms

All of the translated versions of packs (in Ukrainian and Russian) for Ukrainian guests are now available online here Ласкаво просимо до Ессексу: інформаційні матеріали для гостей - Essex County Council • Paper versions for distribution via district/borough/city council teams will be available from next week. • FAQs on the ECC website are being updated on a weekly basis. The latest set is here: Information for sponsors welcoming a Ukrainian person or family: Homes for Ukraine scheme - Overview - Essex County Council • Guidance is still awaited from DLUHC on the process for re-matching Ukrainian guests in the event that arrangements with initial sponsors break down. • General information and updates are available here: Essex stands with Ukraine: what you can do to help - Essex County Council

East Anglia GREEN – from Norwich to Tilbury

This project is nationally decided with ECC and CCC consultees. I attended a briefing session for ECC Cllrs. There was also a similar one for CCC Cllrs. Basically, with the North Sea offshore wind farms, there is the need to transport the power to London. The Project comprises: • 60 km new 400 kV overhead line between Norwich and Bramford (AENC in NOA) • 120 km new 400 kV overhead line between Bramford and Tilbury (ATNC in NOA) • underground cables through Dedham Vale AONB • new 400 kV substation, to be connected into the new Bramford – Tilbury circuit, to • connect North Falls and Five Estuaries Timescales: Non-statutory consultation briefing 21 April to 16 Jun 2022 Statutory consultation briefing April to Jun 2023 DCO Application submission Dec 2024 DCO Examination and decision 2025 to 2026 Construction starts 2027 Fully Operational From 2031 There are two ‘consultation zones’ • Primary consultation zone (PCZ) – extending for approx. 1 km from edge of preferred corridor • Secondary consultation zone (SCZ) – extending for approx. 4 km from edge of referred corridor They will seek to raise awareness of the project and public consultation with stakeholders across both zones through the broad dissemination of information. And will directly target stakeholders within the PCZ, while promoting more widely beyond that. to book an appointment at an ‘ask the experts’ session, sign up for a

webinar or speak to the project team, use: • Website: nationalgrid.com/east-anglia-green • Email: EastAngliaGREEN@nationalgrid.com • Call: 0800 151 0992

uesday 24 May 11am-5.30pm There are 12 consultation events planned to end May, with the at Writtle Village Hall, Tuesday 24rh May 11am to 5.30pm, The ECCs response is being collated by the Growth and Development Team and they have reached out to internal stakeholders and asked for their views on the project (Highways, Flooding, Socio Economics, Landscape, Ecology etc) and once received will be incorporated into a single response. I have also met with the Cabinet Member for Infrastructure, and made it clear I want to be part of this. I have also talked to Head of Planning at City Council to gather their views as they will be making comments. I know an option to run the pylons to the East of Chelmsford was considered by GREEN, but they say that there are pylons already at that side a (which will all be beefed up to carry more voltage – but not enough) and the new lines would need to cross the old ones – which can't be done. It is early days yet, and I think many of the Cllrs are still getting to grips with the scale of this. I know pylons will be far cheaper than underground, and also underground needs 100m wide trenches, due to the high voltage and the need to cool, and disturbs the land for a decade. Apparently, the coast line is protected, so pylons can't be used there. I have heard some organisations/people pushing a sea route/underground. I don't know how practical that is. I have also joined the North and West Chelmsford Parish Planning Group comprising myself representing ECC and Parish Cllrs from Broomfield, Writtle, Chignal, Little Waltham, Great Waltham, Highwood, and Roxwell. So far we have 2 meetings with a third planned. Strategy isto make a joint response long the lines: • We support green energy and need to get it into the Grid • We have grave concerns about the impact on the environment of doing so with traditional pylons • We therefore support laying the cables under the sea for the full route • (At this point in time, not to mention preference fr T-Pylons as it infers an acceptability of the Westerd route) Plus, each of these Parish Councils to make their own submission about thgeir particular concerns in their Parish I also have a meeting arranged with our MP – this is nationally decided project (by the Secretary of State), so we need our MP on our side

Digigo

I attended the launch of Digigo 13th April, which is service being piloted by Essex County Council for an initial two-year period in two separate operational areas – Braintree and Chelmsford. The service comprises 6 electric mini-buses operating from the Braintree GRIDSERVE electric forecourt. Using the app, passengers select their pick up and drop off points, and the system automatically calculates the route, catering for any pickups along the way. The app displays 'virtual stops' near to the pick-up locations, meaning that passengers are just a very short walk away from pick-up. We all are concerned by reducing bus services because they struggle to operate with increasing costs and reducing custom, with empty large buses being unsustainable. I cannot emphasise how much Didigo represents the solution, with on demand bus journeys, at affordable charges (and concessionary passes are accepted) As an example, if you need to get to Broomfield Hospital for 10am, you book your journey via the app (telephone booking is available) and they tell you where they will pick you up, to get you there in time. I have asked some of my Parish Councils in the coverage area, if they would like a roadshow event on this. Chignal Parish Council are the first and I have arranged for Digigo to be at their next coffee morning, 10am 1st June. If any others want similar, please let me know. For more info - www.digigo.uk

RideLondon

All Parish Councils were invited to a presentation organised by EALC on the 23rd March 2022. In addition, I arranged 1:1 presentations to the 3 Parish Councils in my division which are directly affected by the route running through their parish - Great Waltham, Chignal and Writtle. I arranged 2 "drop-in" sessions, 1 in Great Waltham, 1 in Writtle – for the 11th and 12th April at the Parish Offices 4pm to 7pm. These were staffed by RideLondon and ECC and they were able to answer more detailed questions about specific access arrangement. I invited

all the “land-locked” businesses in my division, broadcast the drop-ins on all my local community social media places and personally leafleted some houses on the route. I have made my objections known to the Leader of ECC and the Highways Cabinet Member. Whilst I understand the objective of promoting cycling, I believe that the disruption outweighs any benefit. They have taken on board my concerns and have committed to a consultation after the event. I am told that whilst this is planned as an annual event for 5 years, it has not been contractually formalised, including the future routes.

Double Yellow Lines (DYL) and 20mph Brassie Wood

The updating of the restrictions and 20mph have run into delays so here is the full story Double Yellow Lines (DYL 1. Currently there are DYLs in the area, but not in the places that address the issue – when the bus stops at the bus stop, and there are cars parked opposite, other cars can’t get by. This is not helped if the bus is running early and stops for a longer period of time. 2. The original CMA for more DYLs was quite extensive and the public consultation attracted a lot of negative comments. 3. A revised CMA was produced which I was asked to review as the local member (it was just after I was elected). We came up with a lesser scheme which tried to address the bus blocking problem, but didn’t put DYLs all over the place. 4. This CMA was being prepared for presentation to the Cabinet member, but it seems that delays came in because the Highways lead left, and there were some other issues (see below). 5. There is now a new Highways engineer on the case, and he is working his way through the public objections to the first CMA to see if the 2nd CMA addresses them. 6. When he has done this, he will present the outcomes to the Cabinet member, including any residual objections not resolved. The cabinet Member then has 3 choices: a. Stay as is – so the bus issue remains 2. Go with the extensive original proposal to which there were many objections 3. Go with the latest proposal even if there are some residual objections (my preferred option). 7. This should reach a conclusion by end May, then get implemented 20mph zone This one is messy! The developers put up 20mph speed limit signs, without it having final approval as a 20mph zone (BTW – this is different from 20mph limits – in that a 20mph zone needs to feel like 20mph, have traffic calming and be self enforcing. It seems the developers did not implement all of the traffic calming measure in the design and the design also was falling short. So a few contractual issues to resolve. Speed surveys on the roads show a low average, but some 40mph+. Noticeable number above 35mph. Iso something else needs to be done. Once the DYLs are sorted out, they will move on to sorting this out. Adoption: Will follow on when all the above sorted out. Whilst it is unadopted, it is easier to sort out such problems. Once adopted, the Highways policies start to restrict options RDR: I will be objecting, in person at the D&R Meeting (date TBD), against the extension of working hours at Bulls Lodge Quarry, because it will mean even more trucks travelling on the RDR at night until Generals bridge is replaced. I will propose that the hours are not extended, or held off until the bridge is replaced. However, when the bridge is replaced (spring 2023), the RDR becomes the main route from the A12 to ERW (rather than White Hart Lane) and trucks from the quarry can use the RDR if travelling north. With most of the A12/ERW traffic, the RDR will become substantially more busy. In 2025, the NE bypass should open, will then take a lot of traffic away from much of the RDR. I have met with the resident who was having the noise problems, but given that the RDR was always planned to be such a main route, ECC will not take any further action. My advice to the resident is that he may wish to take it up with city council Planning, if he thinks the noise protection has not been adequately implemented. He has done this.

School Crossing Patrol

As promised, we conducted a count of vehicles and pedestrians at School Lane, Broomfield on Friday 6th May 2022 to determine whether the volume of traffic and pedestrians crossing to and from Broomfield Primary meets the eligibility criteria for a pedestrian crossing. The following is the report of the count undertaken and observations. The national criteria as

	<p>outlined in the Road Safety GB National Guidelines for the provision of a school crossing patrol requires us to carry out a count of traffic and pedestrian flow. This assessment includes site specific factors and previous accident information and is taken on a normal school day from a point where majority of pedestrians cross. In this case we counted pedestrians arriving and leaving the zebra crossing immediately in front of the school entrance. In this instance the site meets the criteria required for the provision of a School Crossing Patrol. • We counted pedestrians between 08:15 and 09:00 am, and the weather was dry and bright. • Total vehicles = 319, total child pedestrians (age 5-11) = 90, 16 of whom were entirely unaccompanied. • We counted pedestrians for the busiest period; in this instance it was 08:15 - 09:40 am. • The PV2 count total required for the provision of a School Crossing Patrol is 4,000,000. The total recorded in this instance was 7,741,038. • To conduct the assessment, we stood on School Lane opposite the school, at the pedestrian entrance to the staff car park, next to the zebra crossing. This allowed good vision of traffic in both directions and of all pedestrians crossing .. • Pedestrians crossing from the opposite to the school side mostly all did so from the zebra crossing. However, there were a couple who crossed with children at other points further up the road. • One bus was observed using School Lane and as it was also refuse collection day, one lorry operating in the early part of the session further up School Lane. Overall, no long delays for pedestrians attempting to cross to and from the school and all cars stopped in good time to allow pedestrians to cross safely. • We observed that some drivers fail to observe the 30mph speed limit. However, speed was restricted generally due to parked vehicles in both directions (about 100 metres) having the effect of narrowing the road and thus slowing vehicles while passing. • We observed some drivers using the staff parking opposite the school (not sure if all were staff). This seems to be a safe option but could get congested as vehicles enter and leave the car park. • There was no direct parking next to the school entrance or yellow School Keep Clear markings except 3 drivers stopping to drop off children on the zig zags marking at the zebra crossing. This is an offence and does impact the safety of pedestrians using the zebra and should be strongly discouraged. Also noticed some drivers mounting kerbs (with pedestrians walking) to pass parked vehicles. They will now request Essex Highways to consider any infrastructure improvements needed to support a new School Crossing Patrol. Noted there is some existing signage in place, but no apparent wig wag lights which would aid warning of a patrol in the road. Some reminders of the speed limit might also benefit the school area. This has been referred to the Chelmsford LHP. My concerns are that this goes into an infrastructure improvement queue before recruitment for a SCP operator. I have asked, and been assured, that a prelim investigation is undertaken to determine whether the current infrastructure I up to spec or whether LHP funded improvements are needed (which might cause some delay) Once we have their recommendations, we will be contacted to discuss next steps, including recruitment of a suitable patrol/s to assist pedestrians at this location.</p> <p>Highway Issues:</p> <p>Following much pressure from myself, I can report that the section of Broomfield Road, which is plagued by many pot holes resulting from the utility trench repair, will be resurface on 22nd June 2022 for 9 days. I understand that the work will be done overnight and cover the length of the trench.</p>
22/9	<p>To receive a report from City Councillors for items not on the agenda.</p> <p>No report was received.</p>
22/10	<p>Correspondence</p> <p>None received</p>
22/11	<p>Consultations</p> <p>None received</p>

22/12	<p>To review representation on external bodies and arrangements for reporting back.</p> <p>Local Highways Panel – The Clerk would contact Cllr Mike Steel to confirm what the structure and arrangements would be for the LHP going forward.</p> <p>Woollards Charity – Cllr Faulds confirmed she had attended the AGM for the charity. Income this year was £60,111 and a number of vouchers had been given at Christmas, with further donations to individuals, schools, a hospice and our pensioners lunch.</p> <p>Broomfield Hospital Liaison and Football Clubs – Contact would be maintained through Broomfield Links.</p> <p>Transport – Cllr Thomson would be participating in a demonstration of the Essex Travel App on Thursday 19th May.</p> <p>Schools – Cllr Bowman would represent the Parish Council going forward.</p> <p>Licensed Premises – Cllr Perry would represent the Parish Council going forward.</p> <p>Cllr Blake mentioned that it should be noted that regular liaison takes place on a daily basis with the Parish Council office.</p>
22/13	<p>To note financial reports for April 2022.</p> <p>To note the bank statement for April 2022.</p> <p>To note salary payments for April 2022.</p> <p>These were noted</p>
22/14	<p>To agree the terms of reference for Council and Committees.</p> <p>Resolved. The Council approves of the terms of reference document common to all committees as amended. Proposed by Cllr Blake and seconded by Cllr Faulds. Agreed unanimously.</p>
22/15	<p>To appoint members to each Committee and elect a Chairman for each Committee.</p> <p>Membership as follows –</p> <p>Finance and Personnel Committee</p> <p>Cllr Margaret Bleet (Council Chairman)</p> <p>Cllr Ros Mercer (Council Vice Chairman)</p> <p>Cllr John Blake (Chairman of Planning Committee)</p> <p>Cllr Angie Faulds (Chairman Village Hall Committee)</p> <p>Cllr Les Steed (Chairman of Environment Committee)</p> <p>Cllr Faulds proposed Cllr Barnes as Chairman of the Finance and Personnel Committee and this was seconded by Cllr Blake. Agreed unanimously.</p> <p>Planning Committee</p> <p>Cllr John Blake</p> <p>Cllr Angela Thomson</p> <p>Cllr Ros Mercer</p> <p>Cllr John Barnes</p> <p>Cllr Jo Bowman</p> <p>Cllr Blake was proposed by Cllr Mercer as Chairman of the Planning Committee and seconded by Cllr Bowman. Agreed unanimously.</p> <p>Environment Committee</p> <p>Cllr Angie Faulds</p> <p>Cllr Gloria Scott</p> <p>Cllr Les Steed</p> <p>Cllr Roy Perry</p> <p>Cllr David Howell</p>

	Cllr Steed was proposed by Cllr Margaret Bleet as Chairman of the Environment Committee and seconded by Cllr Blake. Agreed unanimously.
22/16	To agree Standing Orders for the year 2022-2023 Resolved. The Council approves the standing orders as amended. Proposed by Cllr Mercer and seconded by Cllr Thomson. Agreed unanimously.
22/17	To agree Financial Regulations for the year 2022-23 Resolved. The Council approves the Financial Regulations as published. Proposed by Cllr Barnes and seconded by Cllr Blake. Agreed unanimously.
22/18	Appointment of Clerk to administer dispensations in 2022-2023 Resolved. The Clerk as proper officer to the Council will be authorised, where in his view it is appropriate, to administer dispensations for members with disclosable pecuniary interests that would otherwise leave the council inquorate. Proposed by Cllr Mercer and seconded by Cllr Perry. Agreed unanimously.
22/19	To review the inventory of land and other assets. Resolved The Council approves the inventory of land and other assets as amended. Proposed by Cllr Blake and seconded by Cllr Perry. Agreed unanimously.
22/20	To confirm insurance cover for the period 1st June to 31st May 2023. Resolved. The Council approves the quote for annual insurance as provided by Hiscox Insurance Company Limited for £4435.87 and the option to fix for three years. Proposed by Cllr Barnes and seconded by Cllr Faulds. Agreed unanimously.
22/21	To review the Council Complaints Procedure. Resolved. The Council approves the Complaints Policy as published. Proposed by Cllr Perry and seconded by Cllr Scott. Agreed unanimously.
22/22	To review the Freedom of Information Policy as published. Resolved. The Council approves the Freedom of Information Policy as amended. Proposed by Cllr Blake and seconded by Cllr Scott. Agreed unanimously.
22/23	To review the Council Social Media Policy. Resolved. The Council approves of the Social Media Policy as published. Proposed by Cllr Perry and seconded by Cllr Blake. Agreed unanimously.
22/24	To review the Council Equal Opportunities Policy. Resolved. The Council approves the Equal Opportunities Policy as published. Proposed by Cllr Mercer and seconded by Cllr Barnes. Agreed unanimously.
22/25	To note the meeting dates for the coming year. These were noted. The Clerk will update the website emphasising that meeting dates are checked in case of changes.
22/26	To consider a Planning Application that was unable to be dealt with by the Planning Committee. Ref 22/05063/TPO. Resolved. No objections were recorded. Proposed by Cllr Blake and seconded by Cllr Bowman. Agreed unanimously.
22/27	To note minutes from the following Committees:
22/27.1	Finance and Personnel Committee 23 rd March – These were noted at the Council meeting of 20 th April.
22/27.2	Village Amenities Committee 13 th March – These were noted at the Council meeting of 20 th April.

22/27.3	Property and Planning Committee 4th May (draft) – These were noted.
22/27.4	Communications Committee – no recent meeting.
22/27.5	School Lane Working Group – no recent meeting.
22/28	Matters for the next meeting Review of the Policy on the Communications Code of Conduct. The meeting finished at 9.35 p.m.