



Broomfield Parish Council

Minutes of a meeting of Broomfield Parish Council held in the Village Hall on Wednesday 20th September 2023 at 7.30 p.m.

23/95	Members attending. Chair: Cllr Bleet, Cllrs Howell, Thomson, Travis, Taylor, Bowman and Scott[#] Resolved. Apologies for absence were received from Cllrs. Barnes, Blake, Faulds and Odelana. Proposed by Cllr Bowman and seconded by Cllr Taylor. All in agreement. Also present, County and City Councillor Mike Steel, City Councillor Phillip Wilson and one member of the public.
23/96	Declarations of interests None declared.
23/97	To approve the minutes of the Council Meeting held on 16th August 2023. Resolved. The minutes of the Full Council meeting of 16th August are accepted as a true record. Proposed by Cllr. Taylor and seconded by Cllr. Bowman. All in agreement.
23/98	Public Question Time. Cllr. Scott arrives[#] A member of the public asked about recent developments at Roselawn Farm. Councillor Steel was able to address this matter in his capacity as a City Councillor – he confirmed that a case had been opened by the Planning Enforcement Team and a site visit had been conducted. Whilst this matter is being investigated, he was unable to provide further details regarding any action that would be taken. The Clerk agreed to forward details to the member of the public regarding how to make an objection if and when any planning applications are published on the Planning portal.
23/99	To receive a report from the County Council for items not on agenda. The following report was given by Cllr Steel – Highways: Member Led potholes – I have now submitted 24 for my July batch requiring 18. 2 of which are in Broomfield - Broomhall Road (completed), outside the library (marked up but no date yet). LHP – the 2 speed/volume surveys have been carried out on School Lane at the requested points. These should capture volume, speed and vehicle type (Car, motorcycle, HGV etc) over a 7 day period (outside of school holidays). I do not have the results yet. School Crossing Patrol - School Crossing Patrol in place in School Lane which is working well. There is an LHP scheme, LHCE226001, to add “wig-wags” at school times. This has been approved for funding subject to confirmation of total budget and 22/23 carry over allowance – which is still to be determined. . SID – I have passed on the application process to the Clerk, for taking control of the SID on the Main Road, along with the required endorsement from myself. I have also passed on details of the process whereby Parish Councils can fund additional poles. PROWS – One of my Parish Councils have complained about the overgrowth on PROWs. These are cut by City Council (on behalf of ECC who supply the list) once a year. The order is

varied each year. If PCs want a more regular cut, they can sign up to the Parish Paths Partnership

[Public Rights of Way - Volunteering | Essex County Council \(essexhighways.org\)](https://www.essexhighways.org/public-rights-of-way-volunteering)

I am arranging a call with GWPC to investigate if they want to join. If any other PC wants to be part of this, please let me know.

Community Ownership (Kings Arms)

I thought you might like to know of my dealings with the Roxwell residents in relation to community Pubs:

- I have recently been supporting the Roxwell residents in their project to purchase the Chequers Pub in Roxwell, so may be of assistance in your bid.
- I was asked to support application to the Government's Community Ownership Fund (COF) by the Roxwell community and have done so in writing.
- Roxwell Parish Council were successful in applying to Chelmsford City Council to have the Chequers public house designated as an Asset of Community Value
- I have also put the group in touch with other grant funding sources.
- I supported their CIF application for the sub-project to refit the kitchen at The Chequers, to allow it to provide a regular food offering. This is framed within the context of the larger project to acquire and restore The Chequers as a community owned pub, to be run by a tenant appointed by the Roxwell Chequers Community Benefit Society.
- As well as giving my written support (which is a requirement) I advised the team on how to write the application in order to maximise the chance of getting a grant.
- I attended their launch evening for residents (to facilitate share ownership) and was pleasantly surprised to see an attendance of over 200 residents.

If you have not already done so, I would suggest that you get in touch with their team to benefit from their experience . I can put you in touch with the right people.

I am also willing to assist where I can. But, I will warn you that taking over a pub is a mammoth task, and you do need to get the residents behind you!

Schools impacted by Reinforced Autoclaved Aerated Concrete (RAAC)

Essex is a large county and collectively we have responsibility for educating circa 220,000 school aged children and young people, across an estate of circa 550 schools. 54 schools are currently identified as having known RAAC within Essex, requiring immediate action as a result of the change in Department of Education policy made on 31 August 2023. Up until that date, for schools for whom ECC is the responsible body, we had been working with the DfE to manage RAAC in these schools. We have been working over a number of years to understand the extent of RAAC across the maintained school education estate and have taken action when it has been identified.

Of the 54 schools on the list, 15 are local authority maintained schools. 14 of these schools are able to open due to mitigation measures having been put in place. Unfortunately one maintained school will need to close temporarily due to the severity of the RAAC across the school building. Parents have been communicated to around arrangements for the start of the school term. We are working tirelessly with the school to find an appropriate solution as quickly as possible. I have 2 schools in my Broomfield and Writtle division, with RAAC. Great Leighs Primary School (which has been deemed safe to open) and Broomfield Primary School (who have relocated 2 classes and 2 offices). Broomfield had carried out remedial

	strengthening work 2 years ago, with additional steels installed and strengthening work. Nevertheless, the current instruction is to relocate from any areas affected by RAAC pending further inspections. Central Govt funding is being provided for demountable classrooms. The remaining 39 schools are Academies, for which the Academy Trust is the responsible body. We have been working closely with Academy Trusts and the DfE to understand the impact and provide support where necessary. Essex Waste Strategy Consultation The Waste Strategy for Essex sets out the vision of the Essex Waste Partnership (EWP) – which comprises of the 12 district, city and borough councils in Essex together with the county council - on how to manage waste and recycling produced by homes and businesses in Essex over the next 30 years. The strategy is an opportunity to help Essex deliver against our net zero targets. The Essex Waste Partnership has drafted a new, joint Waste Strategy for Essex and is asking people across the county for their views on proposals. The draft strategy sets out how the partnership is rethinking waste and its proposals for managing it over the next 30 years, including tangible steps that can be taken to protect the environment and conserve resources. An event has been set up specifically for Town and Parish council colleagues and is not open to members of the public. Please note that this is an information event only and is not an opportunity to formally submit views on the consultation. Separate information events are being held for members of the public. National Grid – Pylons On the 31st August I took our MP, Kemi Badenoch on a tour of my division, including some of the areas most affected by the pylon route. Gigaclear I have a call on the 19th with the Community Engagement Manager for Gigaclear to understand their planned build for my Broomfield and Writtle Division. City Council Issues Planning Enforcement Issue: I understand that over the weekend a site for Travelling Showpeople has been set up in Broomfield, off Saxon Way. City Council Planning have already had a large number of enforcement complaints. They have already been to site to investigate, and have opened a new enforcement case (reference 23/00282/ENFA). There is a planning application that has been submitted – reference 23/01487/FUL. This is currently awaiting validation so it is not yet being considered. They will display site notices & consult the Parish Council in the usual way once it is valid. City Council Planning Enforcement have initiated appropriate action. Several residents have complained and all of them have received an update from City Council Planning by email.
23/100	To receive a report from City Council for items not on the agenda.

	This item was covered in the report given by Cllr Steel under item 23/99.
23/101	Correspondence Two letters of complaint received regarding Centenary Wood. It was agreed that there were a number of issues giving cause for concern regarding the use of Centenary Wood by Jane's Nursery, including the length of time they were present and questions about safeguarding concerns. It was further agreed that a review of the present arrangements would need to be undertaken.
23/102	Consultations None received.
23/103	Reports from Councillors on outside bodies Local Highways Panel – Councillor Steel (County and City Councillor) See report under item 23/99 Woolards Charity – Councillor Faulds. No update. Broomfield Hospital liaison – Councilor Blake. The Clerk had attempted to make contact with the hospital but had received no response. Football Sports Clubs – Events and Fundraising Manager. Issues of parking had been eased as visitors had been directed to the Football Club car park rather than the Village Hall. Elderly Care Homes – Events and Fundraising Manager. A report had been completed by the Events Manager regarding a meeting held on 30th August during which a discussion was held regarding support that could be offered to Madelayne Court. Transport – Councillor Thomson. The current transport survey closes next month. Routes 10 and 16 through the parish involved. Some changes to subsidies offered may take place. The £2 fare offer appears to have attracted more young people to the buses although the number older users has not returned to pre-covid levels. Changes to the route C1 timetable are due to come into effect on 29th October. Schools – Councillor Bowman. A letter has been sent to Broomfield Primary School asking what help might be required regarding the RAAC issues. Chelmer Valley High School have organised a litter picking session by the sixth formers around the school. An excellent Ofstead report has been received. Police – Councillor Scott. There have been a number of concerns raised regarding the 'horse-box man'. Residents are encouraged to report all concerns to the police.
23/104	To note financial reports for August 2023 To approve the bank statement and reconciliation for August 2023 To note cashbook, income and expenditure for August 2023. To note salary payments for August 2023. Resolved: The Council approves the financial records for August 2023 noting the current account reconciliation figure of £17,839.17. Proposed by Cllr Bowman and seconded by Cllr Scott. All in agreement.
23/105	To note the response sent on behalf of the Parish Council regarding the recent Pylons consultation. This was noted.
23/106	With the imminent arrival of the new village sign, the Council is asked to consider the options for re-locating and any refurbishment of the existing original signs. It was agreed that the spare village sign would be installed on Scotts Green with an appropriate plaque to explain the origins of the sign.
23/107	To consider a grant request from Broomfield Village Hall Charity for £800 to provide additional staffing in the short-term to support Coffee mornings and the Lunch Club.

	Resolved. The Council approves of a grant of £800 to provide financial assistance to the Village Hall Charity to ensure the continuation of the Coffee mornings and Lunch Club. Proposed by Cllr Taylor and seconded by Cllr Travis. All in agreement.
23/108	To approve the expenditure of £577 on an additional storage container to support the provision of the Health and Well-being programme. Resolved. The Council approves the expenditure of £577 for the storage container as described. Proposed by Cllr Bowman and seconded by Cllr Taylor. All in agreement.
23/109	To note that a whatsapp group is being proposed by the Events and Funding Manager, to be administered by her, to be used exclusively by staff and Councillors, for the notification of news events, and to seek help and support as necessary on an informal basis. The Clerk confirmed that the one-way nature of the communication and the intended content would comply with the Council Social Media Policy and there would be no issues regarding compliance with GDPR.
23/110	To consider the feasibility of preparing a bid under the Community Ownership Fund for the purchase and operation of the Kings Arms Public House as a community facility. It was agreed that this proposal should be supported. As a first step, the Clerk agreed that a nomination form would be completed asking for the King's Arms Public House to be considered as an Asset of Community Value.
23/111	To receive an update from the Clerk on matters arising from previous meetings. The Clerk advised the meeting that a number of saplings would be delivered in November for planting – Cllr Faulds would be organising the planting arrangements. The meeting was reminded of the consultation taking place on 11 th October regarding the Village Hall Car Park – Cllr Bleet asked for as many Councillors to attend as possible. Councillors were advised that planning for next year's budget would start soon, and the various Committees would need to consider their spending plans. The new village sign should be delivered within the next 2-3 weeks. The Events Manager has just obtained a grant award of £4,800 for Winter Warmer Packs. The possibility of a grant towards planting of new woodlands has been identified. The Clerk would liaise with King Edward Grammar School regarding plans for planting on their boundary with the Bloor development.
23/112	To note minutes from the following Committees:
23/112.1	Finance and Personnel Committee – no recent meeting to consider.
23/112.2	Environment Committee – draft minutes from 13 th September. These were noted.
23/112.3	Property & Planning Committee – draft minutes from 6 th September. These were noted.
23/112.4	Communications Committee – No recent meeting
23/112.5	School Lane Working Group – No recent meeting.
23/113	Matters for the next meeting Guidance for Councillors on dealing with Dementia Neighbourhood Plan update Infrastructure Plan

