



Broomfield Parish Council

Minutes of a meeting of Broomfield Parish Council held in Broomfield Village Hall on Wednesday 9th October 2024 at 7.30 p.m.

24/111	Members attending. Chair: Cllr Bleet, Cllrs Thomson, Barnes, Faulds, Howell, Scott and Odelana. Also present, Clerk, Mark Hembury, Cllr Mike Steel (City and County Councillor) and one member of the public. Other absences: Cllrs Perera-Morris, Boreham, Taylor and Bowman. Resolved. Apologies for absence were received from Cllrs Blake and Travis. Proposed by Cllr Thomson and seconded by Cllr Faulds. All in agreement.
24/112	Declarations of interests None received.
24/113	To approve the minutes of the Council Meeting held on 11th September 2024. Resolved. The minutes of the Full Council meeting of 11th September 2024 are accepted as a true record. Proposed by Cllr Barnes and seconded by Cllr. Howell. All in agreement.
24/114	To welcome the new Head Teacher at Chelmer Valley High School, Mr. Tom Sparks. As Mr. Sparks was unable to remain past 7.30 pm, he was introduced to those members attending prior to the start of the formal meeting.
24/115	Public Question Time. The member of the public present asked the following questions – • Why weren't the change of dates for the Council meeting publicised? Cllr Bleet responded to say that all the meeting dates are publicised on the website in advance and if other opportunities have been missed, then she offered an apology. • Why are the parking problems in School Lane getting worse? Cllr Mike Steel explained that new signage had been approved by Essex Highways and a new school crossing patrol person was now in post. If the Parish Council wished to apply for yellow lines then there is a process available through SEPP – the South Essex Parking Partnership, but this would be likely to lead to increased speeds. • What is happening regards the slope that was to be built at the rear of the office door? Cllr. Faulds confirmed that the order for the work had been placed and the job would be done soon. • Could a photograph of all the Councillors together be taken for a future record? Cllr. Bleet agreed that this would be a good idea.
24/116	To receive a report from the County Council for items not on agenda. The following report was given by Cllr. Steel: Member Led Highway Defects This is the new scheme where extra teams have been allocated and the County Cllr gets to determine the workload of the team for a week every 6 weeks. So far, I have submitted 53 defects as sent to me by PCs and residents. These cover highway potholes, pavements, signs, kerbs, drains, - 32 have been completed. In my opinion, this scheme is working very well and addresses the issues most raised by PCs and residents. Erick Avenue kerbs are planned for 24th Oct 2024

LHP

Improved signage for School Crossing Patrol (SCP) on School Lane - designs have been published and invite feedback from myself, PC and school.

It is disappointing that no one has come forward to take up the vacant SCP position.

The lamppost SID process is currently with the Cabinet member for Highways, for sign off.

Bus Shelters

Essex County Council is launching a scheme to upgrade, maintain, and expand bus shelter infrastructure across Essex.

From what I can see, this has little impact on my rural parishes, where bus shelters tend to be owned by the Parish Councils (with some exceptions).

The most useful part of this exercise is interactive map which shows ECC ownership and plans.

<https://www.travelessex.co.uk/about-timetables-maps/essex-bus-shelters>

Proposed reforms to the National Planning Policy Framework (NPPF)

The NPPF consultation is seeking views on Govt's proposed approach to revising the NPPF which outlines the Government's ambition to deliver 1.5 million new homes over the next five years. The consultation closed 24 September 2024 and ECC responded including raising grave concerns about the impact on the lag of necessary infrastructure and investment to support the changes. I am pushing for ECC to make further representation to Govt in relation not only to its own services, but also other services that are already lagging behind current levels of housing growth. In particular, our concerns lie with ECC delivered services such as Highways, Education, Adult Social Care, but also other services such as primary care, hospitals, etc.

Primary healthcare

I continue to work with LW/Notley PPG and surgery to lobby our ICB to address the shortfalls in the area. We had a follow up meeting 24th Sept 2024, with MEHT ICB for our area which presented the housing growth in the area, followed by the ICB outlining the difficulties of arranging primary care provisions. My own view is that the ICB are not requesting enough S106 funds from the developers – e.g., in the Broomfield Bloor development, Highways have asked for £12M, Education £8M, and ICB £236K. I am pushing the ICB to get themselves in a position where they have such strategic plans that they can justify bigger demands.

Chelmsford City Council issues:

2024/2025 Tree Giveaway

Chelmsford City Council is continuing its successful tree giveaway program for 2024-2025 as part of our ongoing tree planting campaign. This year, they are offering 1,400 trees of four species (350 of each species): Quercus ilex (Holm Oak), Corylus avellana (Hazel), Prunus avium (Cherry), and Carpinus betulus (Hornbeam). The giveaway will start on **7 October 2024** and will continue until **7 November 2024** or until our supplies last. Details will be accessible at our [Love Your Chelmsford](https://loveyourchelmsford.co.uk/tree-giveaway/) website or by following this link: <https://loveyourchelmsford.co.uk/tree-giveaway/> from 7 October

Land South of Roselawn Farm – notification of appeal – 23/01487/FUL

Retrospective application for change of use to Showmen's Permanent Quarters.

Following the appeal (against City Council refusal) an Inspector appointed by the Planning Inspectorate, has been instructed to hold a local Inquiry into the appeal at 10.00am on **15 October 2024**.

It will be held at the Civic Centre, Duke Street, Chelmsford. Neighbours have had a letter which states: You may, if you wish:

	a) attend the Public Inquiry and, at the Inspector's discretion, give your views on the proposed development; or b) appoint someone to attend the Public Inquiry who may, at the Inspector's discretion, give your views on the proposed development. c) You must register your intention to attend with us in advance ensuring you provide your name, e.mail address, appeal reference number (above) and details of your status within the context of the appeal ie. interested party. You can register on our website at www.chelmsford.gov.uk/attendappeal - Register: Intention to attend planning appeal hearing. The best way to see the appeal documents is online at www.chelmsford.gov.uk/planningonline If this is not possible the documents can be viewed at the Customer Service Centre, Chelmsford City Council by prior appointment.
24/117	To receive a report from City Council for items not on the agenda. See report from Cllr. Steel above at 24/116. In addition, Cllr. Steel reminded the members about the tree give away being advertised, and also mentioned the planning appeal regarding Roselawn Farm that is to be held next week.
24/118	Correspondence None received
24/119	Consultations To consider the changes to signage proposed by the Essex CC Highways Team for School Lane and make any comments as appropriate. Following a discussion, it was agreed that the Council passed on their thanks for the attention being given to School Lane by Essex Highways. There was one specific comment regarding the the sign to the east of the crossing being too close, as it would not give sufficient warning to motorists approaching at speed. The Clerk would respond to the Highways Team.
24/120	Reports from Councillors on outside bodies Local Highways Panel – Councillor Steel (County and City Councillor) See report under 24/116 Woollards Charity – Councillor Faulds. A full update was provided at the last meeting. Broomfield Hospital liaison – Councilor Blake. No update. Football Sports Clubs – Events and Fundraising Manager. No update Elderly Care Homes – Events and Fundraising Manager. Cllr Faulds confirmed that a number of the staff from the new Broomfield Village Care Home would be joining us in the near future as volunteers to help with any projects – they would be asked to assist in the planting of several hundred spring bulbs in Centenary Wood. Transport – Councillor Thomson. The next timetable changes are due on 27th October. The route C10 is being reduced in the evenings. Problems regarding the X10 continue to be highlighted on Facebook – complaints should be addressed to First Bus. Schools – Councillor Bowman. The new Head of Chelmer Valley High School was present prior to the meeting to introduce himself and a discussion took place regarding how working together in the future might take place. Police – Councillor Scott. A meeting is due next week and a full report will follow. North West Parishes – Councillor Blake. A zoom meeting took place regarding the pylons project last week. An update is expected at the next Council meeting.
24/121	To note financial reports for September 2024 To approve the bank statement and reconciliation for September 2024 To note cashbook, income and expenditure for September 2024. To note salary payments for September 2024. Resolved: The Council approves the financial records for September 2024 noting the current account reconciliation figure of £114,804.31

	Proposed by Cllr. Barnes and seconded by Cllr. Thomson. All in agreement.
24/122	To note the conclusion of audit report and certificate issued by the external auditor for the 2023/24 AGAR. This was noted.
24/123	The one-year investment bond with the Cambridge and Counties Bank is due to mature on 14th October. The Council is asked to consider re-investing £85,000 in a new one-year fixed bond with Cambridge and Counties Bank with an interest rate of 4.6%. Resolved: The Council agrees to the investment of £85,000 in a one-year fixed rate bond with the Cambridge and Counties Bank. Proposed by Cllr. Barnes and seconded by Cllr. Faulds. All in agreement.
24/124	The annual rent paid for the Barn by the Cottage Gardeners is due for payment in October. The rent paid for the year from October 2023 was £600. The Council is asked to consider the amount to be charged for the current year from October 2024. Following a discussion, a motion was proposed and it was Resolved: The Council approves of setting the rent for the Cottage Gardeners for this year at £800, payable in two installments. Proposed by Cllr. Barnes and seconded by Cllr. Howell. All in agreement.
24/125	The Council is asked to approve the payment of £2,500 plus VAT to Steve Amann, Highways Engineer, for work to produce a list of options for consideration, that are intended to address traffic related issues in Main Road Broomfield. Spend to be taken from the CIL Earmarked Reserve. Resolved: The Council approves of the payment of £2,500 plus VAT to Steve Amann as described. Proposed by Cllr. Barnes and seconded by Cllr. Faulds. All in agreement.
24/126	The Chairman has identified the need to set up a Crisis Management Team and write a policy document. The Council is asked to consider electing this Crisis Management Team and the subsequent production of a policy document. Resolved: The Council approves of establishing a Crisis Management Team with a remit of producing a related Crisis Management Policy. Proposed by Cllr. Barnes and seconded by Cllr. Scott. All in agreement.
24/127	The Council has received two late planning applications for comment that could not be dealt with by the Planning Committee. The Council is asked to consider these applications. a) Ref. 24/01280/FUL 228 Main Road Broomfield. Sub division of existing dwelling to form 2 dwellings. b) Ref. 24/01292/FUL 15 New Road, Broomfield. Single storey rear extension. Resolved: With regards the two applications, the Council agreed as follows – a) No comment b) No objection
24/128	The Council will receive an update on the Neighbourhood Plan and related issues. It was agreed to defer this item until the next meeting.
24/129	To consider a proposal to make a contribution of £2,735.16 towards further landscape work by Alison Farmer Associates on behalf of the North West Parishes Group regarding the Norwich to Tilbury Pylons Project. It was agreed to refer this matter for further consideration by the Planning Committee.
24/130	Clerk's Update The Clerk provided the following updates: Members are asked to remember that the register of interests needs to be kept up to date – this is a personal responsibility and both new interests and old ones that are no longer relevant need to be considered. The Clerk can provide new forms if required.

	- Members are asked to ensure that apologies for any meetings are sent to the Clerk at the earliest opportunity – this is especially important for committee meetings, when the number of members able to attend may not meet the minimum numbers for a quorum. - A new calendar will be introduced shortly that will be accessible to all, and will hold details of all leave to be taken by staff and members, where possible. Members will be able to update their own periods of leave – this will be particularly helpful for those members who are able to authorise payments. - It is proposed that photographs of all Councillors are available for both the website and for packs to be produced by the Health and Wellbeing Group, which will be provided to new Councillors and residents moving into the area. Any members who do not wish to have their photos displayed should contact the Clerk.
24/131	To note minutes from the following Committees:
24/131.1	Finance and Personnel Committee – draft minutes from 31 st July. These were noted.
24/131.2	Environment Committee – draft minutes from last meeting in July previously noted.
24/131.3	Planning Committee – minutes from Wednesday 2 nd October. These were not available at the time – to be included at the next meeting.
24/131.4	Communications Committee – No recent meeting
24/131.5	School Lane Working Group – A highways engineer has been engaged – see 24/125 and will be meeting with the group to consider future plans.
24/131.6	Health and Wellbeing Group – a meeting is planned and an update will follow.
24/132	Matters for the next meeting The meeting concluded at 8.58 p.m.