



Broomfield Parish Council

**Minutes of the Parish Council meeting of Broomfield Parish Council
held in Broomfield Village Hall
on Wednesday 8th July 2026 at 7.30 p.m.**

Members in attendance M Bleet, G Garfield, G Wadeson, D Howell, A Odelana, N Kiddier, S Perera-Morris, C Taylor, A Thomson, G Scott

Members not in attendance A Faulds, S Boreham

Others in attendance A Wood, Clerk and RFO
D Hance, Events and Fundraising
Cllr M Steel, ECC / CCC
Mr D Grewal
One member of the public

FC26/082 To receive apologies for absence

Apologies were received and accepted for Cllrs Faulds and Boreham.

Proposed: Cllr Howell

Seconded: Cllr Garfield

All Agreed.

FC26/083 To receive Councillors declarations of interests and dispensations requests

Cllr Bleet declared a non-pecuniary interest in agenda item FC26/091b and left the meeting for this item.

It was agreed to defer agenda item FC26/084 as Mr Grewal had not arrived at the meeting at this time.

FC26/085 To approve the minutes of the Full Parish Council Meeting held on 10th June 2026

Cllr Thomson advised that in her report 'Digital drivers' should be 'Digi-go drivers'.

The minutes were approved and signed by Cllr Bleet as a correct record.

Proposed: Cllr Howell

Seconded: Cllr Perera-Morris

All Agreed.

FC26/086 Public Participation session

No members of the public wished to speak.

FC26/087 To receive a report from the County and City Council for items not on agenda

Cllr Steel spoke to his written report (appendix).

FC26/084 To consider the application received for the co-option of a new councillor

It was **RESOLVED** to co-opt Mr Dal Grewal to the parish council

Proposed: Cllr Wadeson

Seconded: Cllr S Perera-Morris

All Agreed.

Cllr Grewal signed his acceptance of office form and took his place on the council at this point.

FC26/088 To receive reports from Councillors on outside bodies

- Woollards Charity – no further update from last month's report on fund reinvestment.
- Cllr Bleet reported on the latest CALC meeting which covered LGR. A Structural Change Order is the next step, and this will come in at the start of 2027 which legally requires local authorities to cooperate. Parish elections will be in 2027. Cllr Bleet will circulate a fuller report in due course.

- Cllr Thomson provided an update on the bus service and changes coming into force at the end of the month.

FC26/089 **To receive any matters for report (but not for resolution)**
None were raised.

FC26/090 **Parish Council finances**

a) To approve the bank statement and reconciliation for June 2026

b) To note cashbook, income and expenditure for June 2026

The Clerk apologised as the bank statement had not been circulated but will be tomorrow. It was **RESOLVED** to receive, note and approve the above reports (a and b) for June 2026.

Proposed: Cllr Garfield

Seconded: Cllr Grewal

All Agreed.

c) To note this year's current spend against budget

The above report was received and noted.

FC26/091 **Specific projects and discussions**

a) To receive an update on the recent School Lane and Parish Council surveys

- Cllr Bleet provided an analysis on the Parish Council survey results that were circulated with the meeting pack. It was noted that the main concerns from residents interviewed was the loss of green spaces and traffic / speeding and loss of local services. Positive comments were received about the village hall.
- Cllr Garfield provided an update on the School Lane survey with 74 responses from 210 invitations. He advised that a resident who objected to the idea of yellow lines being installed will be submitting suggestions and that once received, an application to SEPP for some form of traffic restriction will be submitted.

b) To continue discussion from the councillor workshop on the 24th June and agree next steps

Cllr Bleet left the room at this time and Cllr Garfield took the chair for this agenda item.

After a detailed discussion, it was agreed that the received proposal for Possibilities in Parish project be declined. It was **RESOLVED that the Clerk advise Mr Bleet of the council's decision** based on the scope and scale of the project, cost and feasibility for a council this size, along with the concerns over public perception.

Proposed: Cllr Kiddier

Seconded: Cllr Wadeson

All Agreed.

The following actions were agreed following the discussion

- The council will publicise the showing of the National Emergency Briefing at Chelmsford Cathedral on the 10th September and encourage attendance.
- The Clerk will review the Neighbourhood Plan for projects and priorities and formulate a council action plan

Cllr Bleet returned to the meeting and took the chair.

c) Village hall extension project – to consider allocation of a budget for professional fees

A request was considered to pay for the initial professional fees needed to build an extension to the village hall to improve the disabled toilet facilities and entrance hall. It was **RESOLVED that quotes be obtained for architects to be presented at the next Full Council meeting**

Proposed: Cllr Grewal

Seconded: Cllr Garfield

All Agreed.

d) To consider the driveway resurfacing quotes received (Parish Council land)

The clerk reported that three companies had been approached to provide quotes but that one had declined. It was **RESOLVED that MB Surfacing be appointed to undertake the**

work plus install a pedestrian crossing speed hump at a cost of £13415+VAT. Funds are to come from CIL reserves and the work to take place as soon as possible.

Proposed: Cllr Perera-Morris

Seconded: Cllr C Taylor

All Agreed.

e) To approve the Bring Your Own Device Policy and the electronic summons agreement

The Clerk presented the above policy and agreement and following a discussion, it was **RESOLVED that this policy was adopted** and that councillors confirm in writing that they are happy to receive summons by email from this point.

Proposed: Cllr Garfield

Seconded: Cllr Grewal

All agreed.

f) To approve staff working arrangements for the Summer Fayre

It was **RESOLVED** that staff would have a choice of being paid their standard hourly rate or time off in lieu for working at the Parish Council Summer Fayre from this year onwards.

Proposed: Cllr Taylor

Seconded: Cllr Garfield

All agreed.

FC26/092

To note minutes from the following Committees

- a) **Finance and Personnel Committee** – no recent meeting. Next meeting is on the 22nd July
- b) **Environment Committee** – Draft minutes for the 10th June were presented
- c) **Planning Committee** – Draft minutes from the 3rd June were presented

FC26/093

To receive an update from the Clerk

The Clerk advised that the Highway Rangers service has been reinstated by Chelmsford City Council and for councillors to let her know of any suitable work for submission.

FC26/094

Items for inclusion in the next agenda

- Architect fees
- School Lane parking update

FC26/095

Chair to close the meeting

Cllr Bleet closed the meeting at 9.10pm

The next Parish Council meeting is on Wednesday 9th September at 7.30pm

FC26/087 Cllr Steel's report (as received)

Highways

At the first County Council meeting, I asked what was happening to the consultation results of the new Speed Strategy and whether the Highways Cabinet Member would be taking it forward to policy. The strategy sets out a new, flexible and evidence-based approach for introducing safer speed measures across Essex. Speed is the biggest factor in fatal road collisions in Essex. In 2025, 60 people died on Essex roads, with almost half of deaths linked to excess speed. The strategy supports Vision Zero – the ambition that no one should be killed or seriously injured on Essex roads by 2040. In my opinion it is the start of a major shift towards slower speeds and lower speed limits. Despite asking, I have been given no indication as to whether this will continue and be adopted as policy.

I do know that the Members Highways Initiative has been ceased. This is where each Cllr was able to prioritise highway defects including pot-holes, pavements, signs, drains, verges, etc. Instead, the teams have been

moved to just road defects and in isolated areas. So, I can no longer control such repairs. I had 3 jobs planned for w/c 8th June and 2 were completed. The 3rd job (replacement of 30mph roundel on Broomfield School Lane) was not completed, and still shows an 8th June completion! I have asked what is happening, but have not received a response, so escalated to the Highways Cabinet Member, and still haven't received a response..

Each Cllr was asked to submit 3 roads in their division, but were only given 48 hours to do so. I quickly consulted with my PCs and made a submission (of 4), including the end of Paradise Road. One of my 4 has already been done and they repaired around 30 holes in a 2 mile stretch of Pleshey Road!

The Reform Administration have also declared a "pothole emergency", but we do not have any details behind what that means.

Highway Rangers

This was previously funded by ECC but was discontinued a couple of years ago. I did object, as I believe it is a valuable service.

Chelmsford City Council have brought it back for Chelmsford, and I welcome this initiative.

Parish Clerks can send requests directly to: highway.rangers@chelmsford.gov.uk

The Rangers can undertake a range of minor environmental and maintenance tasks, including:

- General tidying and vegetation cutting on footpaths
- Cutting back overgrown paths
- Cleaning street name plates and road signs
- Painting village gates and structures
- Basic maintenance of parish seating

The service will not cover:

- Replacement of ECC road signs
- Repairs to paving defects or kerbs
- Large-scale vegetation works
- Weed spraying

A small materials budget is available, but parish councils may be asked to contribute towards larger jobs.

Local Government Reorganisation (LGR) and Devolution

The Govt has announced that Chelmsford will join Brentwood and Maldon, along with Essex County Council services, to form a new mid-Essex unitary authority from April 2028. This forms part of the wider five unitary model which has now been selected for Greater Essex. Until 1 April 2028, Chelmsford City Council and Essex County Council will continue to operate as usual. Elections for the Unitary Authorities will take place in May 2027 but the Cllrs will not take control until April 2028. However, the new Reform ECC Administration have written to Steve Reed MP, Secretary of State for Housing, Communities and Local Government, and stated that ECC "*will utilise all resources at our disposal to challenge and resist LGR*". They have now decided to submit a formal judicial review. It remains to be seen whether LGR will go ahead. If it does, the plan was to have elections for Unitary Councils in May 2027. If it doesn't, the Chelmsford City Council elections will need to be held in May 2027.

Devolution is separate from LGR, and delegates further powers from Central Govt to County Authorities. Given the direction of Central Govt, it seems highly likely that a Greater Essex Combined County Authority (GECCA) will still be formed and we will have elections for a Mayor in 2028. But nothing is certain!

Mill Lane stile

ECC have raised a job to add a raised deck on the far side of the stile. This has not met with the approval of the landowner, but ECC need to act as this is a safety issue, and will proceed. Legally, they believe that they have the right to repair a PROW, even on private land, especially as this is a safety issue.

School Lane junction

I note the results of your survey.

One thing I would like to add is that you need to always consider the possibility of unintended consequences. e.g., a roundabout would make Broomfield Road run smoother and be more attractive to vehicles driving to Chelmsford – with the tailback and queue cause by the southbound right turn into School lane, it is unattractive as a rat run into Chelmsford. The strategy is to move traffic to the CNEB, and ERW, with Broomfield Road as the last choice. Hence, some congestion aids this.

FC26/090 Financials reports

Date: 30/06/2026

Time: 15:26

Broomfield Parish Council

Cashbook 5

Unity Trust Current Account

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User: K.HURRELL

For Month No: 3

Receipts for Month 3			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		36,089.22					36,089.22	
6/12	Banked: 01/06/2026	269.87						
6/12	Redwood Bank	269.87			1090	110	269.87	Interest
6/13	Banked: 02/06/2026	396.83						
6/13	CCLA	396.83			1090	110	396.83	Interest
INT	Banked: 02/06/2026	-396.83						
INT	CCLA	-396.83			1090	110	-396.83	Interest
INT	Banked: 02/06/2026	386.83						
INT	CCLA	386.83			1090	110	386.83	Interest
6/25	Banked: 04/06/2026	29.17						
6/25	Broomfield Village Hall	29.17		4.86	4900	110	24.31	Screwfix reimburse
6/9	Banked: 04/06/2026	29.50						
6/9	Broomfield Village Hall	29.50	29.50		100			Sales Recpts Page 1
6/8	Banked: 12/06/2026	29.50						
6/8	Broomfield Cottage	29.50	29.50		100			Sales Recpts Page 3
6/43	Banked: 15/06/2026	22.50						
6/43	Essex SLCC	22.50	22.50		100			Sales Recpts Page 2
BVH	Banked: 16/06/2026	3,753.24						
BVH	BVH payroll M3	3,753.24			4900	100	3,753.24	Refund BVH payroll M3
	Banked: 16/06/2026	10,000.00						
TFR	Unity Trust Savings Account	10,000.00			216		10,000.00	TFR
	Banked: 24/06/2026	10,000.00						
TFR	Unity Trust Savings Account	10,000.00			216		10,000.00	TFR
6/45	Banked: 25/06/2026	288.54						
	Sales Recpts Page 4	288.54	288.54		100			Sales Recpts Page 4
A.Meadow	Banked: 26/06/2026	50.00						
A.Meadow	Cheerful Chai	50.00			1200	210	50.00	Hire of angel meadow
Total Receipts for Month		24,859.15	370.04	4.86			24,484.25	
Cashbook Totals		60,948.37	370.04	4.86			60,573.47	

Date: 30/06/2026

Broomfield Parish Council

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Time: 15:26

Cashbook 5

User: K.HURRELL

Unity Trust Current Account

For Month No: 3

Payments for Month 3

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/06/2026	Information Commissioner	6/14	47.00			4110	110	47.00	Renewal
03/06/2026	Unity Trust Savings Account	TFR	20,000.00			216		20,000.00	Tfr to Instant Access
03/06/2026	Daisy	5/31	82.96		13.83	4140	110	69.13	Telecoms
03/06/2026	J & M Payroll ADMIN	5/28	78.00		13.00	4125	110	65.00	Payroll
03/06/2026	Murrill	5/29	900.00		150.00	4200	110	750.00	BVH Heat pump works
						315	0	-750.00	BVH Heat pump works
						6000	110	750.00	BVH Heat pump works
03/06/2026	Essex Assoc Local Councils	5/32	100.80		16.80	4050	100	84.00	Training D Hance
05/06/2026	Broomfield Village Hall	6/4	310.50		51.75	4082	500	258.75	Stay & Play
05/06/2026	Broomfield Village Hall	6/6	248.40		41.40	4082	500	207.00	Coffee Morning
05/06/2026	Broomfield Village Hall	6/3	1,055.99		175.99	4080	110	880.00	Office rent
05/06/2026	DBS at CAS Ltd	6/7	138.00			4050	100	138.00	DBS Donna Hance
05/06/2026	CouncilWise	6/1	259.20		43.20	4060	100	216.00	Training Cllr Taylor
05/06/2026	Broomfield Village Hall	6/5	289.80		48.30	4082	500	241.50	Lunch Club
11/06/2026	O2	6/2	24.60		4.10	4085	110	20.50	Telecoms
12/06/2026	Sue Lees Consultancy	6/19	80.00			4510	110	80.00	Website changes
12/06/2026	Sue Lees Consultancy	6/22	150.00			4510	110	150.00	Hosting space
12/06/2026	Trade UK	6/23	30.98		5.17	4280	210	25.81	Trade UK
12/06/2026	Essex Digital Copiers	6/18	65.99		11.00	4095	110	54.99	Photo copier maintenance
12/06/2026	Sue Lees Consultancy	6/20	50.00			4510	110	50.00	Maintenance fee
15/06/2026	VALDA Energy	6/16	26.85		1.28	4440	250	25.57	Barn electric
16/06/2026	Corporate Multipay	TFR	216.89			225		216.89	Tfr to Corporate Multipay
19/06/2026	J & M Payroll ADMIN	6/33	14.40		2.40	4065	100	12.00	Councillors
19/06/2026	Dijon Entertainment	6/29	300.00			4211	500	300.00	Fete disco
19/06/2026	J & M Payroll ADMIN	6/32	78.00		13.00	4125	110	65.00	Payroll M3 & Year end
19/06/2026	Docendo Ltd	6/26	553.50		92.25	4140	110	461.25	1 year maintenance contract
19/06/2026	Docendo Ltd	6/27	69.60		11.60	4100	110	58.00	Laptop charger
19/06/2026	J & M Payroll ADMIN	6/31	16,652.62			4000	100	8,786.61	M3 Payroll
						4020	100	1,024.79	M3 Payroll
						4030	100	2,091.23	M3 Payroll
						4900	110	3,753.24	BVH element
						4065	100	996.75	BPC Councillor allowances
19/06/2026	Rural Community Council Essex	6/28	58.80		7.80	4120	110	51.00	Community data report
19/06/2026	Sue Lees Consultancy	6/30	20.00			4510	110	20.00	SSL certificate
19/06/2026	Anglian Water	6/47	113.61		5.41	1350	230	108.20	Allotment water
24/06/2026	EPC Improvements Ltd	6/46	4,148.09		691.35	4200	110	3,456.74	BVH Heat pump
						315	0	-3,456.74	BVH Heat pump
						6000	110	3,456.74	BVH Heat pump
26/06/2026	Trade UK	6/24	2.79		0.47	4280	210	2.32	Safety specs
26/06/2026	CouncilWise	6/15	300.00		50.00	4060	100	250.00	Cllr Planning Course
30/06/2026	Bank fees	FEE	0.40			4075	110	0.40	Bank fees
Total Payments for Month			46,467.77	0.00	1,450.10			45,017.67	
Balance Carried Fwd			14,480.60						
Cashbook Totals			60,948.37	0.00	1,450.10			59,498.27	

