



Broomfield Parish Council
Annual Report
1st April 2025—31st March 2026



Membership of the Parish Council as at 31st March 2026

- Margaret Bleet (Chairman)
- Geoff Garfield (Vice Chairman)
- Sharon Boreham
- Angie Faulds
- David Howell
- Nevil Kiddier
- Adewole Odelana
- Shirley Perera-Morris
- Gloria Scott
- Carol Taylor
- Angela Thomson
- Peter Travis
- Glynn Wadeson

Officers of the Parish Council as at 31st March 2026

- **Abi Wood** Cert HE Community Governance (Parish Clerk and Responsible Financial Officer)
- **Karen Hurrell** (Clerk's Assistant and Editor)
- **Donna Hance** (Events and Funding Manager)
- **Steve Earley** (Village Attendant)

Parish Office

Broomfield Village Hall, 158 Main Road,
Broomfield, Chelmsford, CM1 7AH

Open Tuesday—Thursday 9-12pm

Please note that sometimes due to holidays,
opening times may differ.

Tel: 01245 441660

clerk@broomfield-pc.gov.uk

A note from the Chairman

It has been a busy year for the Parish Council against a backdrop also of changes happening around us. Firstly, Essex is in the process of Local Government Review and Devolution. Essex County Council (including Southend and Thurrock) will cease to exist in April 2028, and Chelmsford will become part of a new Mid Essex Unitary Authority comprising Chelmsford, Brentwood and Maldon. There will be four other new unitary authorities in Essex. Each unitary authority will manage Education, Social Services and Highways, in addition to services local authorities already run like Planning and Waste Management.

The new Mid Essex Unitary Authority local government district is scheduled to launch officially in April 2028. There will also be a directly elected Mayor for Greater Essex--the election timetabled in May 2028-- with only seven elected members of the Mayoral Combined County Authority. It will receive devolved funding from central government, including for Housing & Regeneration; Local growth; Adult skills (except apprenticeships; Local transport.

I am explaining this as it directly impacts all of us. For example, the way in which we can improve highways is through the Local Highways Panel but In June last year its books closed to new projects so it could concentrate on clearing its backlog.

Notably, we have been waiting a long time for the 30mph sign at Parsonage Green to be replaced. The sign, which is leaning dangerously and hard to read, is very important because it informs motorists of a change from 60mph to 30mph. But it is currently not deemed by Highways as a priority. Similarly, the long wait to erect our Vehicle Activated Speed Sign continues. It all means the Parish Council will now have to wait until after May 2028 for road safety improvements in the Village.

In response to these sweeping local government changes to our democracy; we have joined with almost all other Parish Councils in Chelmsford to form the Chelmsford Association of Local Councils aimed at sharing information and supporting each other.

Some good news is that we have a School Crossing Patrol again in School Lane, and a very good one at that. Thank you Essex County Council. Also, we now have Parish Councillors appointed to the local Woollards Charity which operates in the Village, and which we are pleased to support, and we are behind establishment of the Community Land Trust to deliver Community Housing in the Village, as described in the Neighbourhood Plan.

During the last year we have appointed a new Clerk to the Parish Council, Abi Wood, who we warmly welcome.

Meanwhile, the route of electricity pylons proposed by National Grid is currently under examination and we are

working with a group of councils also affected in giving expert evidence, for which we are contributing towards the cost. The examination will finish in August with the results due in October and the Secretary of State's decision expected by January 2027. Many thanks to John Blake for working on this.

We have raised concerns over the proposal in the revised Local Plan to build 200 houses off Patching Hall Lane on the grounds of increased traffic during the build and afterwards, while also pushing for any development to include social housing.

On a more positive note, we are currently watching as Angel Meadow changes in front of our eyes to deliver the 'Make Space for Girls' project. We have worked over a long period with a group of pupils from Chelmer Valley High School, as well as Chelmsford City Council, to deliver this girl friendly space.

Safeguarding our green areas remains a priority for the Parish Council and with this in mind various steps have been taken, including liaising with Chelmsford City Council to improve Berwick Avenue play area. A questionnaire went to around 120 houses in the area seeking comments on what was needed. Further subsequent meetings with Chelmsford City Council Officers, including on-site, discussed renewing and possibly adding to the play equipment, planting hedges, installing picnic tables and leaving areas of grass for wildflowers to grow.

The problem of vehicles parking on the grass at Church Green has resulted in two meetings, double yellow lines being repainted and no parking signs being erected. Also, the Parish Council has agreed to pay for the annual tree survey at St Mary's churchyard following a request for assistance. The churchyard has many older but beautiful trees.

Work has also been completed installing a willow dome and accessible footway in Centenary Wood, while the Parish Council has applied once again to receive an environmental Green Flag Award for which an unannounced inspection will take place in the coming months. Also, group litter picks continue to be organised in the village.

To support our efforts to improve the environment in Broomfield we have purchased a bowser and vehicle towbar so that trees and bushes we plant can be watered.

Parish Councillors have agreed to contribute towards kiln maintenance work required in the Art Department at Chelmer Valley High School. At the allotments' site in Main Road, a new and taller entrance gate has been installed as part of a wider fencing initiative to deter deer from damaging the plots and to keep out intruders. The Parish Council has awarded a grant to cover the cost of replacing the heating system serving Broomfield Village Hall with a new air-to-air heat pump installation—all electric powered by solar panels and removing gas-fueled heating. We have also given a grant to install cavity wall insulation as part of their broader aim to be self-sufficient in both heating and cooling.

A replacement to the much loved 'truck' in Angel Meadow Play Area with a new fire engine has been paid for with funds received from the Community Infrastructure Levy and will hopefully be installed by now.

The Council continues to organize the local Community Speed Watch, with a team of Councillors and local volunteers regularly monitoring traffic passing along Main Road and elsewhere in the village. It forms part of a countywide road safety initiative involving more than 100 CSW teams.

Cllr Margaret Bleet, Chair of Broomfield Parish Council
Cllr Geoff Garfield, Vice-Chair of Broomfield Parish Council
May 2026

Balance sheet for y/e 31st March 2026

31/03/2025	Current Assets	31/03/2026	Notes
655.00	Debtors	0.00	
0.00	Other debtors	1040.00	
4289.00	VAT control account	4616.00	
138.00	Prepayments	3156.00	
85000.00	Cambridge Counties Bank	0.00	
6868.00	Unity Trust Current Account	11712.00	
0.00	Unity Trust Savings Account	25119.00	
156000.00	CCLA Deposit Fund	226000.00	
252950.00		271103.00	
	Current Liabilities		
1026.00	Creditors	9982.00	
(1026.00)		(9982.00)	
251924.00	Net Current Assets:	261121.00	
	Represented by		
141427	General reserves	163076.00	
88751.00	Ear marked reserve—CIL Funds	56177.00	A
1150.00	Ear marked reserve—Uniform	568.00	
4000.00	Ear marked reserve—Van replacement	10000.00	
2736.00	Ear marked reserve—Landscape study	0.00	
0.00	Ear marked reserve—Professional fees	5000.00	
0.00	Ear marked reserve—Election costs	6000.00	
0.00	Ear marked reserve—Tree maintenance	20000.00	
305.00	Ear marked reserve—Tree for life	300.00	
13555.00	Ear marked reserve—School Lane	0.00	
251924.00		261121.00	

Notes to the Balance Sheet

- A CIL funding must be spent within 5 years of receipt and there was a requirement to spend £34334.22 before 31st March 2026. The list of spending is available on the parish council website on the finance page.

Income and Expenditure for y/e 31st March 2026

31/03/2025	Income	31/03/2026	Notes
222000.00	Parish Precept	228478.00	
13427.00	Interest received	12685.00	
812.00	Village Hall salary repayment	4766.00	
2700.00	CIL income	3550.00	1
1450.00	Hire of Angel Meadow	1500.00	
40.00	Cottage Gardeners utility share	156.00	
0.00	Men's shed utility share	35.00	
400.00	Cottage Gardeners rent	800.00	
5.00	Wayleaves	9.00	
151.00	Allotment water rates	218.00	
943.00	Seniors Lunch	0.00	
228.00	Village Games income	0.00	
960.00	Broomfield Times income for delivery	1200.00	
2695.00	Miscellaneous income	955.00	
190.00	Events income	0.00	
246000.00	Total income	254602.00	
31/03/2025	Expenditure	31/03/2026	Notes
112936.00	Salaries	107247.00	
8476.00	Employer's NI	11270.00	
18081.00	Employer's pension	17587.00	
1650.00	Staff training	532.00	
2243.00	Councillor training	1676.00	
2450.00	Councillor expenses	1206.00	
134.00	Chairman's allowance	560.00	
181.00	Bank charges	192.00	
9740.00	Parish Office rent	10560.00	
305.00	Meeting hall hire	413.00	
6567.00	Meeting hall hire for Community events	7330.00	
750.00	Telecommunications	814.00	
552.00	Photocopier	499.00	
1589.00	CCTV maintenance	982.00	
548.00	Stationery and office equipment	566.00	

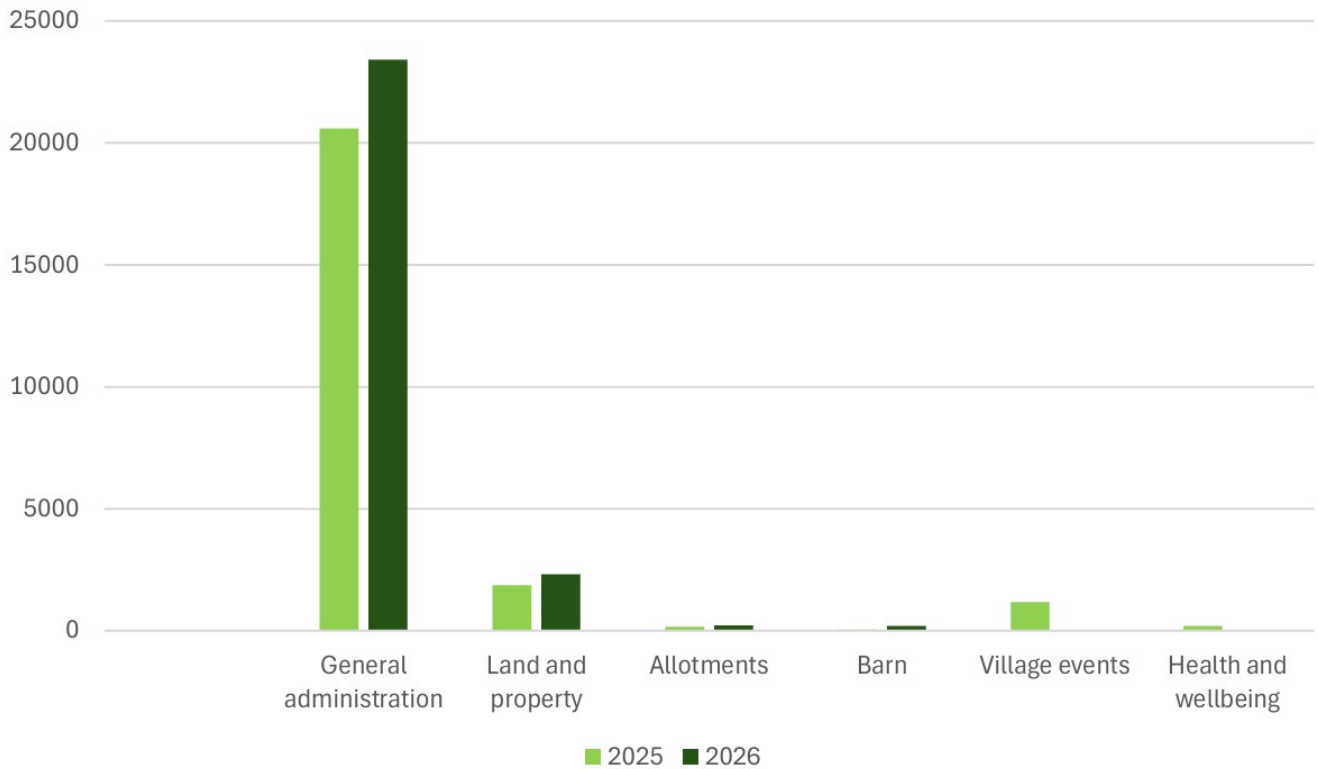
31/03/2025	Expenditure	31/03/2026	Notes
3486.00	Subscriptions	3782.00	
350.00	Audit fees	520.00	
5967.00	Professional fees	4869.00	2
2590.00	Consultant fees	962.00	3
1076.00	Payroll fee	1155.00	
5000.00	Insurance	4501.00	
4454.00	Computer equipment and maintenance	3872.00	
18.00	Land Registry searches	42.00	
19625.00	Grants awarded	20284.00	4
3531.00	Young peoples activities	3012.00	
1194.00	Van running costs	945.00	
354.00	Van insurance	308.00	
4773.00	Grass cutting contract	4773.00	
1602.00	Tree maintenance	3362.00	
8777.00	New and replacement machinery	3694.00	5
4967.00	Village maintenance	1046.00	
8643.00	Village Signs	0.00	
155.00	Noticeboards	0.00	
0.00	Seats and benches	23.00	
24.00	Telephone box	0.00	
222.00	Allotment maintenance	32.00	
202.00	Allotment water bill	600.00	
769.00	Angel Meadow	50.00	
145.00	New trees	0.00	
0.00	New play equipment	9484.00	6
354.00	Play area maintenance	2527.00	7
550.00	Centenary Wood	3680.00	8
0.00	Electricity	11.00	
825.00	Environmental enhancement	1856.00	9
0.00	Barn maintenance	36.00	
833.00	Broomfield Times	0.00	
229.00	Utilities	215.00	
935.00	Website charges	1156.00	
9.00	Village events	270	

31/03/2025	Expenditure	31/03/2026	Notes
1510.00	Seniors Lunch	0.00	
1095.00	Neighbourhood Plan	(340.00)	
1681.00	Miscellaneous expenditure	6326.00	10
252142.00	Total expenditure	245405.00	
(6141.00)	Operating Profit	9197.00	

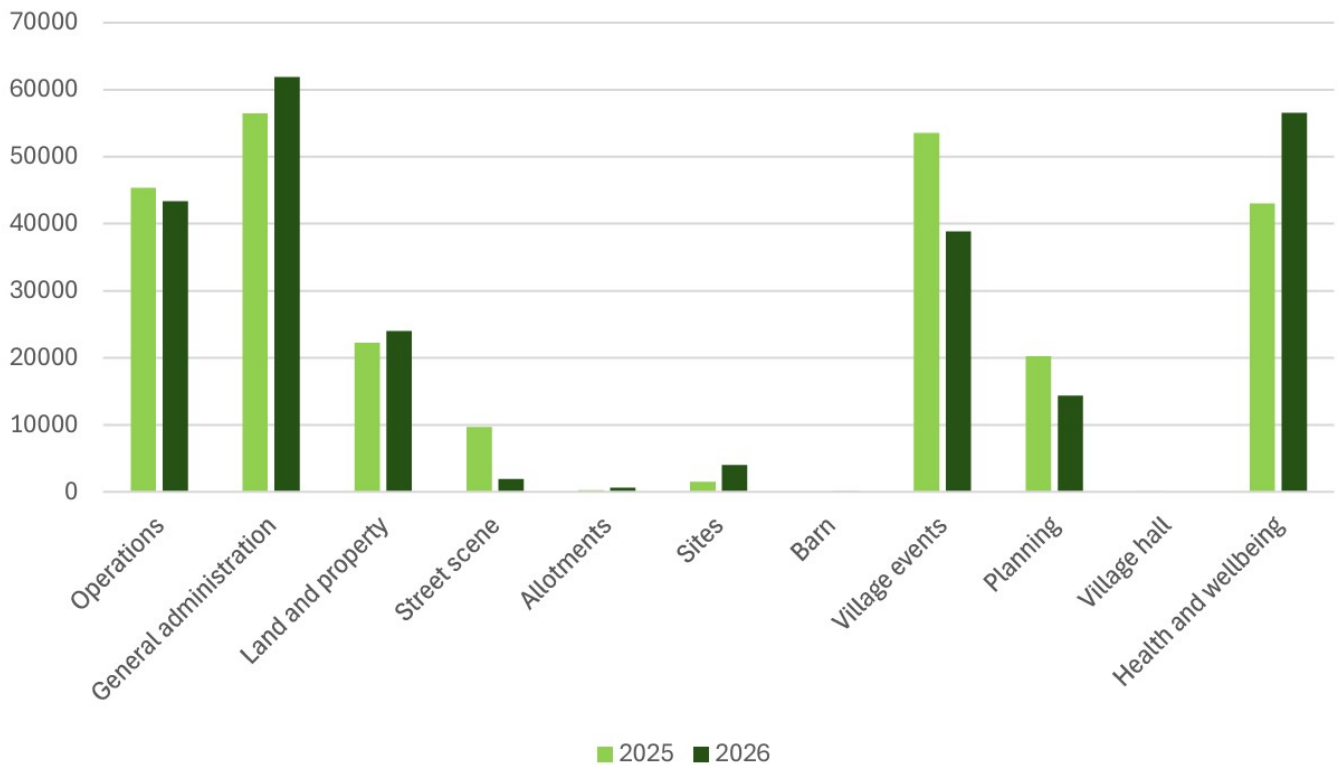
Notes on Income and Expenditure

1. CIL Income came entirely from the Paglesham House development in May 2025
2. Professional fees—this figure includes the 2025 external audit (£630.00), payment for Pylon Consultation advice which was subsequently reimbursed in part by neighbouring parish councils, and Rialtas year end work (£932.00)
3. Consultant fees—this is entirely the 3 year agreement with WorkNest for HR support, year 2
4. Grants awarded— the Grants awarded this year were solely to the Broomfield Village Hall Charity for cavity wall insulation, installation of a heat pump system and new kitchen for the small hall. The grants were funded by CIL income
5. New and replacement machinery—a large proportion of this spend was for a water bowser and towbar for the council van (£3242.13)
6. New play equipment—a large proportion of this spend was the replacement fire engine in the Angel field playground and funds came entirely from CIL income (£9477.60)
7. Play area maintenance—a large proportion of this spend was on repairs highlighted by the annual RoSPA report and weekly playground inspections (£2187.00)
8. Centenary Wood—this spend was for path matting for Centenary Wood to make it an accessible site. Funds came entirely from CIL income.
9. Environmental Enhancement—included in this figure were payments for the Green Flag Award scheme (£389.00), flag pole (£257.00) and a wood shelter for Centenary Wood (£519.80)
10. Miscellaneous expenditure—this includes a misposting of wages (£4765.61) which has not been corrected in order to show a true audit trail that reflects the year end figures. The corrected figure for this nominal code is £1560.69 and includes spending on uniforms and staff glasses and eye tests.

Income not including precept



Running costs



Summary of unaudited Annual Return (audited return due in September 2026)

	Year ending 31st March 2025	Year ending 31st March 2026
Balance brought forward	258,065	251,924
Annual Precept	222,000	228,478
Total other receipts	24,000	26,124
Staff costs	139,493	136,105
Loan interest / capital repayments	0	0
Total other payments	112,648	109,300
Balance carried forward	251,924	261,121
Total cash and investments	247,868	262,291
Total fixed assets and long term investments	206,476	218,760
Total borrowings	0	0

Asset register as at 31st March 2026 (abridged)

It is a requirement for Parish Councils to state the value of the assets at the original cost or insurance value. Parish Councils are unable to depreciate assets over time. A full copy of the asset register is available on our website www.broomfield-pc.gov.uk.

Description	Original cost
Play equipment	66,109.94
Office equipment	21,185.55
Badge of office	1,166.61
Machinery / tools	12,016.13
Street furniture	62,883.78
Barn	46,690.90
Barn lean-to	5,109.90
Men's shed—allotment site	2,000.00
Metal shed—village hall	702.34
Centenary Wood	2,000.00
Angel Meadow	4,700.00
Allotment site	donated
Glebe Crescent	unknown
Broomfield Village Hall (Sole Trustee)	361,715.00
Total assets	586,280.15

Report compiled by Abi Wood, PSLCC, CertHE Community Governance, CiLCA
Parish Clerk and Responsible Financial Officer for Broomfield Parish Council

May 2026