Boreham Parish Council

Minutes of the Parish Meeting of Boreham Parish Council held in the Village Hall Boreham at 7:30pm on Tuesday 26th April 2022

Present:

Parish Councillor J Galley (Chair)
Parish Councillor L Reed
Parish Councillor K Cherry
Parish Councillor E Stammers
Parish Councillor P Elkington
Parish Councillor A Leach
Parish Councillor D Crick

Lisa Miller – Parish Clerk
Jo Penson – Assistant Clerk

Twelve members of the public

1. **Welcome from the Chairman of the Parish Council, John Galley**
   Councillor J Galley welcomed all the parishioners and organisations that were in attendance.

2. **Apologies for Absence**
   Apologies had been received from Councillor Toole.

3. **Minutes of the Parish Meeting held on 15th April 2019.**
   The Minutes of the Meeting held on Monday 15th April 2019 had been previously distributed and IT WAS RESOLVED THAT the Minutes be accepted as a true record of the meeting.

4. **Queens Platinum Jubilee**
   The Chairman introduced the Queens Platinum Jubilee event that has been organized to take place on Thursday 2nd June by the Parish Council. The Clerk reported that the event would commence at 1pm with a procession lead by a pipe band from the Church to Plantation Road. The start of the parade would be announced by the ringing of the church bells. Once at the Recreation Ground, there would be stalls selling various wares. There would be a stage and an arena with various acts running through the day with a live band during the evening. Food and drink would be available to purchase throughout the event and the event would finish around 9.45pm with the lighting of a beacon. All residents have been invited to attend.

5. **Reports from the following:**

City Councillor John Galley reported that the Chelmsford theatres will be closed during the summer for refurbishment.

The City Council Grass cutting has changed. City Council are no longer cutting as they did in the past. There will be certain patches around the village that will be allowed to grow to allow the wildlife to thrive.

Neighbourhood Plan Update

Despite difficulties arising from the pandemic over the last couple of years the Neighbourhood Plan steering Group has continued to meet and progress the plan.

A substantial evidence base has been compiled. Based on this and on information received during public consultation together with the results of the parish wide questionnaire, a fairly full first draft of the Plan has been prepared, and photographs and other illustrations are now being sought.

A set of draft objectives and policies form the core of the Plan. A further public consultation event is being planned, which will aim to seek comment on the draft plan in general, and the objectives and policies in particular. It is intended that this consultation will be held in the village hall on June 3rd to coincide with celebration of the Queen's Jubilee, in the hope that will maximise public participation. Concurrently professional planning advice is being sought to ensure the wording and structure of the draft plan are fit for purpose (it is likely that an application for grant aid will need to be made in order to fund this).

In the light of feedback from public consultation and professional advice the NP Group will a prepare a revised draft plan with a view to submitting that to Chelmsford City Council before the end of this year. Following which, Chelmsford City Council will lead on statutory consultation, independent examination and a local referendum in Boreham Parish. Once that is successfully concluded the Boreham Neighbourhood Plan will become a formal part of the Chelmsford City Council Local Plan.

Appendix: the following, cribbed from the Government Planning website, sets out what happens once the draft NP is submitted to Chelmsford CC. No need to read out but might be useful in case any questions are asked about it

Submission of neighbourhood plan to the local planning authority

- Draft plan submitted to the local planning authority (in our case Chelmsford City Council)
- Local planning authority checks that submitted proposal complies with all relevant legislation
- If the local planning authority finds that the plan meets the legal requirements it:
    - publicises the proposal for minimum 6 weeks and invites representations
    - notifies consultation bodies referred to in the consultation statement
    - appoints an independent examiner (with the agreement of the qualifying body)

Independent Examination

- local planning authority sends plan and representations to the independent examiner
- independent examiner undertakes examination

- independent examiner issues a report to the local planning authority and qualifying body
- local planning authority publishes report
- local planning authority considers report and reaches own view
- local planning authority takes the decision on whether to send the plan to parish referendum

Referendum and bringing the neighbourhood plan or Order into force

- relevant council publishes information statement
- relevant council publishes notice of referendum
- polling takes place
- results declared
- should more than half of those voting, vote in favour of the neighbourhood plan, the plan comes into force as part of the statutory development plan for the area (in our case Chelmsford City Council Local Plan).

Annual Report by the Chairman – Cllr John Galley

This is the first report since April 2019 when the last Annual Parish meeting was held. Our April 2020 meeting was cancelled due to Covid-19 and we had to quickly adapt to meeting virtually via Zoom which became the new way of socialising for everybody of all ages throughout what became two lockdowns. Thankfully, following a very successful rollout of the vaccination process, we have gradually returned to normality, and I have pleasure in welcoming you to the 2022 Annual Parish Meeting.

Since 2019, we have said goodbye to several Councillors, Councillor Simon Bass who had served on the council for several years, we also said goodbye to the Vice Chairman, Councillor Jeff Rice who has now moved out of the area. Councillor Rice was also our Community Speedwatch Representative and did a grand job of organising the speedwatch sessions as well as the arduous task of downloading the data from our Speed Indicator Devices. Sadly, to date we have not been able to find anyone else to take over the Community Speedwatch and if we do not find another representative in the short-term, we are likely to lose the privilege of the equipment and being able to carry out future speedwatch sessions. If anyone is therefore interested in taking on this role, then please contact our Clerk.

Finally, we said goodbye to Councillor Gilly Cooch, who had also served on the council for many years. I would like to thank Simon, Jeff and Gilly for their contribution to the council and their service to the village and wish them well for the future.

Councillor Daniela Crick has taken on the role of Vice Chairman and does a great job of standing in to chair the meetings when I am unavailable. We have welcomed several new Councillors on to the council in the last three years, Councillor Linda Reed, Councillor Emma Stammers and Councillor Chanel Toole.

There remain three vacancies on the council which we would like to fill so if anyone is interested in joining, please let myself or the clerk know.

We also said goodbye to our Assistant Clerk, Justine in December 2020 who moved to be the Administration Assistant at another larger parish and we welcomed Jo Penson as her replacement who embraced her new role in the midst of a pandemic and had to learn the role under a socially distanced and virtual existence. I would like to congratulate her for achieving this admirably and is now a very accomplished Assistant Clerk.

Since the last meeting, the council has moved offices. Having outgrown the former office at the Village Hall which was exasperated further by Covid-19 and the need to socially distance, the council obtained temporary planning permission to relocate to a portacabin. Although having now been in residence for a year, the outside surround of the portacabin is not quite complete with the planting of greenery and shrubs to screen the outside. As the planning permission is only for five years, we are looking at options of a permanent office on the current site with the idea of placing an outside shell over the portacabin to give it the appearance of a wooden pavilion and thus making it more appeasing on the eye.

The Bloor Homes Development has almost reached completion having only just commenced at the last annual meeting in 2019, with all dwellings now being resided in and just the landscaping to be finished. As part of the planning agreement, Bloor Homes had to erect a sculpture on the site, and this has been developed by two artists who were acquisitioned by the developers to engage the community in the project and come up with a sculpture that was fitting with the history of Boreham. The sculpture was installed towards the end of 2021. However, the revealing of the sculpture has been delayed due to a delay in the landscaping completion.

The Parish Council received a substantial Community Initiative Levy payment from this development towards improvements and enhancements to the village. The council also agreed to allocate some of this funding on a project of its own and the Greens Committee Chairman will tell you more about this in her report.

Other projects funded from this CIL money is an extension to the footpath at the Recreation Ground, the renovation of the Children's Play Area, additional solar lighting and new litter bins at the Recreation Ground and the Queens Platinum Jubilee event that you heard about earlier.

I would like to thank the village volunteer, David who has once again provided invaluable service to the village with his endless trimming of hedges as well as the edges of the grass verges of the Main Road, and planting of the flower beds around the village. He has recently tidied up the area around the portacabin with wood chippings and slate and will be adding planting to this area shortly.

I would like to thank the employees of the council, Lester, the council's Maintenance Manager for his commitment and hard work throughout the year, turning out in all weathers to check the play equipment and carry out repairs and who during the pandemic was cleaning the play equipment daily in an attempt to deter the spread of the virus. I also thank Phil and Kieran who clean up the village, as well as assist Lester when needed. Without these members of staff, the village would not be as tidy and pleasant a place.

Finally, I would like to thank our Clerk, Lisa Miller who organises the running of the office including the monitoring and administration of all the finances as well as the Assistant Clerk Jo Penson, who assists with all the administration of the council, organising of the meetings and ensuring that us Councillors are kept informed and up to date on all matters. These two work tirelessly throughout

the year to achieve these aims, and without them this parish council would just not be able to operate as it does so well. Well done!

Greens Committee Report – Cllr Daniela Crick

This is my first report as Greens Committee Chairman due to Covid-19 restrictions, so I am including information from a two-year period.

We are pleased to advise that we have increased the number of dog poo bins in the parish, together with installation of illuminous dog litter signs to try to encourage dog walkers to clean up after their dogs.

We have also provided new litter bins both in Chase Field and on the Rec.

Unfortunately, a Horse Chestnut Tree had to be removed from the Rec due to disease, however further tree maintenance has been carried out recently to promote healthy growth on remaining trees.

A couple of damaged benches have been replaced and the footpath around the Rec has been completed so the whole circumference can be walked without leaving the park.

The teenage shelter had reached the end of its useful life and had more recently been used for unlawful activities during the night, and as a goal during the day, causing damage to cars and possible injury to passers-by. It was decided that a more suitable 'see through' shelter would be better placed at the edge of the football pitch and cricket boundary on the Plantation Road side of the Rec. We have received very positive feedback on style choice and location and have included a new bin close by to help to reduce litter.

We were saddened to learn that after many years, Boreham Cricket Club had decided to move their home ground to an alternative location. However, Spartan Cricket club approached us regarding the hire of the current cricket pitch and have taken over the maintenance of the cricket strip.

The Rec is in excellent condition at the present time thanks to the hard work of the groundsmen and the careful use of the various clubs and groups that use the pitches and other green areas. You will have no doubt noticed that the toddler play area has been completely refurbished following consultation with Small Steps preschool. As the new soft pour surface was below the standard we would have expected, we have not been charged for the work; we will be keeping a close eye on its condition and replace when necessary. You will no doubt agree that the play area is an eye catching, all year round cheerful and fun place for your young children to play. Small Steps pre-school also have exclusive access for their children during their outdoor sessions. ROSPA will be carrying out their inspections during May.

The Lion Inn allotments are currently all rented and spring planting is well underway. The new owners of The Lion Inn have generously agreed to provide water free of charge this year. General maintenance of the natural pond area and the boundary hedges is currently ongoing.

We would like to express our gratitude for all the work our volunteer, David, continues to do, working tirelessly, keeping the green areas of our village looking amazing. We are looking forward to seeing the planting around the parish office become established and help blend with the Rec. In addition to David's work the 'love your parish' days have helped keep the village tidy and free from litter.

Following the installation of the Apple Seat on the Bloor Homes estate, and to celebrate the Platinum Jubilee, The Parish Council have commissioned the artists to install an Apple sculpture at the entrance to the village hall car park which depicts all things 'Boreham'. Linked to this will be an 'Apple Trail', which will be an installation of apple plaques placed at various points of interest around Boreham which will hopefully be enjoyed by parishioners both young and old.

Lastly, but by no means least, The Parish Council are organising Platinum Jubilee extravaganza for the residents of Boreham on Thursday 2nd June. We are hoping that the event will be opened by the arrival of a procession of the children of the village just after midday and closed by the lighting of a beacon, joining all the beacons being lit over that weekend at 9:45 that night. All parishioners and local businesses have been invited to participate in the event. Please take a look at the Parish Council Website and social media for further updates.

I would like to take this opportunity to thank Lisa and Jo for all their hard work in co-ordinately the jubilee event and all their work in supporting the Greens Committee. We now look forward to enjoying our beautiful village as we start a post covid-19 summer.

Climate Crisis Environmental Working Party – Cllr Linda Reed

In January 2021 I represented BPC at the first virtual Essex Climate Crisis Conference. A variety of speakers at all levels across Essex spoke about what they were doing to combat climate change and the opportunities that existed to improve our environment and help nature. It was quite an inspiration. With agreement from BPC we then started an environmental working party in Boreham. The purpose of the group is to identify potential projects to mitigate the local impacts of climate change and to improve the natural environment.

We have been very fortunate in attracting some dedicated and very skilled environmentalists and ecologists into the group. We had our first meeting in May. Since then, we have done a number of things locally including 2 volunteer litter picking days, putting up nesting boxes, gardening projects, and raising awareness but our main focus and interest has been the Chantry Field – Plan Bee project.

Boreham Parish Council owns Chantry Field which is approximately 5 acres of open meadow. It was part of the Seabrook apple growing estate and served as the company cricket pitch for several years. Currently, the field is unused and has been fallow for a number of years. Last September BPC agreed plans from the environmental working party to improve the biodiversity of Chantry Field with a view to creating a small nature reserve - and it was full steam ahead.

We began by adding an experimental planting of snakeshead fritillaries. 1000 bulbs of these native wildflowers were donated by a volunteer and were planted in October. They flowered this spring, and we hope to add more bulbs this year.

One of the contacts I made through the climate crisis conference was Tom Moat of the Essex Forest Initiative. He agreed to furnish 1,100 mixed native trees, tree protectors and tons of mulch for us to plant more than 300 metres of hedgerow around the field - and some small areas of freestanding trees. When the trees were delivered in early December, Tom also helped out with tools and a team of volunteers to supplement the Boreham team – we had more than 20 volunteers over the planting weekend.

BPC also wanted to celebrate the heritage of Boreham and of Chantry Field by planting a community orchard of apple and pear varieties developed in Boreham by the Seabrook family. Luckily, there are specialist growers who stock Seabrook apple trees and were able to supply 10 different Seabrook apple varieties from stock. We were concerned that the lack of water at the field would make it

difficult to maintain an orchard and decided to construct a field shelter at the site so we could use the roof to collect rainwater into large storage tanks. We were very fortunate to secure a locality fund grant of £2,000 from Essex County Council through Councillor John Spence. This enabled us to not only purchase 2 each of 10 varieties of Seabrook apple tree but also get a robust field shelter and two 1,000 litre water storage tanks.

The apple trees were planted by volunteers on the 16th January and William Seabrook was on hand to help out and provide growing tips. The field shelter, which the salesman had assured me could be put up in a day by a couple of people, arrived shortly afterwards in many more pieces than we expected. The assembly plans were cryptic but after a few discussions and over a couple of weeks, we were able to put it all together with the help of more, willing volunteers. We did, of course, have some bits left over! The set-up works, and we have been able to capture some rainwater to keep us going until it rains again.

Since then, we have added a number of native plant species to the field including teasel, foxgloves and mullein. Most recently, in March we had some strips rotovated in the meadow and have sown a diverse wildflower meadow mix and planted 1,000s of pot grown native meadow plants to enhance the biodiversity of the field. Now all we need is rain to bring them all to life.

The rest of this year the main focus will be maintaining what we have until the next planting and sowing season. We could not have got so far without great support from Boreham volunteers and some very generous grants and donations. We are always looking for new volunteers to help with our various environmental projects so please let me know if you have any time to spare.

I have put together a series of photos about the project and they are displayed on the boards. The display boards also show some of the plans being considered for Chantry Field into 2023, including the possibility of adding a wildlife pond.

Financial Report – Cllr John Galley

During the financial year 2021/22, the parish council had a budgeted income of £89,950. However, although no CIL Money was received during this financial year, in the year 2019/2020 the parish received £89,10.32 and in the year 2020/2021 the parish received £179,914.02 from development within the parish.

The expenditure for the year 2021/22 has come in at £135, 009.36 but this includes allocated use of CIL monies received, which include £31,022.24 for the renovation of the play area, £8,696.66 for a new Teenage Shelter and £6,358.32 on setting up the new Parish Office, so the actual budgeted spend was £88,932.14. In addition to the precept, the parish council also received £179.25 in allotment rent £250.00 for Newsletter adverts and £2000 grant funding for the Climate Crisis group.

The Income for 2021/2022 is set out below:

Main Budget:	
Total Income:	£ 92,379.25
Total Expenditure:	£135,009.36
Transfer from CIL monies	£ 46,077.22
Transfer from Ear Marked Reserves	£ 3,607.53
(gives a true expenditure of £85,324.61)	

Recreation Ground:	
Total Income:	£4,471.50
Total Expenditure:	£5,075.32
Shortfall of	***£ 603.82***
Balance at start of financial year	£4,288.85
Balance at end of financial year	£3,218.63

For the financial year 2022/2023 a total budget of £94,140 was agreed made up as follows:

Greens Committee:	£ 9,280
Finance Committee:	£84,860
Total budget for 2022/23	**£94,140**
Allocated from Ear Marked Reserves	£ 3,200
Total Precept for 2022/2023	£90,940
Recreation Ground:	£ 4,000

Precept for the Year 2022/23

Following the budget review, the Precept for the coming financial year was approved as follows:

The budget resulted in a 1.06% increase on last year's precept (£89,950 + £990) but due to an increase in dwellings from the previous year and based on a tax base of £1,440.51, this precept would result in an average Band D charge to each property in Boreham of £63.10 (the Band D charge for each property for 2021/2022 was £63.09.

Boreham Recreation Ground Charity – Cllr John Galley

The Recreation Ground is a Charity Account and therefore has to be kept separate from other Parish Council accounts. However, as the Recreation Ground's income does not cover the annual expenditure, ear marked reserves have been allocated to cover any shortfall. The parish council moved £6,600.00 from its reserves during 2018/19 to cover any shortfall for the next few years.

Butler Trust – Cllr Karen Cherry

The Butler Trust continues to support young people's Education. This January 14 grants were given to support young people with their University Education along with grants to support Year 6 students in attending their school residential trip and one to support a student with their D of E expedition.

Following the retirement of Nick Welch, the trust administrator, it was agreed to move the Trust to form part of the Essex Community Foundation (ECF) who are in a better position to manage the fund's investments and manage the trust. Trustees would no longer be trustees but would be able to continue to determine the allocation of grants. This arrangement has been recently agreed by the Charity Commission and the transfer of funds is being arranged.

We would like to say thank you to Charlotte Perrin who stood down as a trustee in January and Brian Cook who will be standing down following the transfer to ECF. We wish to thank both for helping to support our young people in their Education. A final Thankyou has to go to Nick Welch who despite retiring over a year ago has continued to work with the Butler Trust to ensure its successful continuation and transfer to ECF.

General Discussion - Parishioners

A resident asked if a replacement trustee had been found for the Tweedy Almshouses in Stock. It was confirmed that nobody had come forward to take it on.

Confirmation on how much CIL money from the Plantation Road development had been received and how much had been spent. The clerk gave a rough approximation of how much had been received and the projects that it had been used for.

There being no further matters for consideration, the Chairman thanked everybody for their attendance and declared the meeting closed at 9.00pm.

Signed Date