



BRENTWOOD TOWN CENTRE RENAISSANCE GROUP MEETING

4th September 2013

PRESENT:

Renaissance Group:

Michael Hardy (Acting chairman)	MHar	Brentwood Resident
Alan Jefcoate	AJ	Federation of Small Businesses
Dominique Keogh	DK	Essex County Council
Cllr Philip Mynott	PM	Brentwood Borough Council
Cllr Mark Reed	MR	Brentwood Borough Council

Support Group:

Kim Anderson	KA	Brentwood Borough Council
Stuart Haigh	SH	Brentwood Borough Council
Jennifer Candler	JC	Brentwood Borough Council
Ashley Culverwell	AC	Brentwood Borough Council

Also present:

Cllr Jan Pound	JP	Brentwood Borough Council
Cllr Sheila Murphy	SM	Brentwood Borough Council
Laurie Edmonds	LE	Brentwood Arts Council
Cllr Nigel Clark	NC	Brentwood Borough Council
Claire Hayden	CH	Brentwood Borough Council

APOLOGIES:

Mike Hawkins, Cllr Louise McKinlay, Cllr Roger Hirst, Cllr Chris Hossack, Cllr Mike Le-Surf, Julien Pritchard, Robert Overall ECC, Sue Page, Kaye Thurgood, David Miles, Lois King, Sue Winton and Prajay Patal,

		Action
1.	Welcome and introductions: MHar opened the meeting and welcomed all present. He informed the group he will take on the role as Acting Chair, until a new Chair has been appointed.	
2.	Appointment of RG Chair: MHar, a conversation has taken place with the LM with regards to the vacant position and the outcome was that the role would suit an individual with the available time needed for this role. An appreciate candidate has been suggested. ACTION: LM will approach.	LM
3.	<p>Minutes from 4.9.2013 and matter arising:</p> <ul style="list-style-type: none"> • Stress testing of lamp columns in Shenfield, Warley Hill and Kings Road: KA advised the group that the stress testing carried out on the lamp columns indicated a they failed to support festive decorations and after speaking to ECC that the same pressures would be there with banners. Alternative suggestions for rope light only and the possibility of teardrop flag, which stand at ground level. • Crown Street Works: Crown Street is now pedestrianized. NC informed the group that more signage is required. However, Crown Street will be holding an event on 19th September at 5pm to promote this new feature. ACTION: CH to invite Mayor and Deputy Mayor to this event. • Market Charter Update: Unfortunately, Brentwood School where unable to help with the translation of the Charter. SH confirmed RG that the Essex Records Office has provided some guidance to the content and what the RG needs to do to establish whether the Charter is still valid. Earlier indication stated that Brentwood is mention. Work is still to be carried out. • Pigeon around the High Street Ruins: AC expresses a wish to carry out new communication/publicity to deter feeding. PM expressed an idea for the use of silhouette images to discourage pigeons for the area. Maybe a competition for school children. ACTION: AC to talk to Roy Ormsby with regards to clearance of weeds from the site, clarification of area by Stuart Anderson is required. AC to investigate other suggestions for next meeting. • A Boards: Consultation recently went live on website. Shortly a letter drop to retailers will commence. Closing date for consultation 7.10.2013. NC feels that the retailers need more advice and guidance on rules and regulations. • Alfred Road: This item has been past to Legal Services to progress. ACTION: CH to be deferred to next meeting. • Christmas Lights: Investment on Christmas lights within Shenfield and Crown Street required. NC, Crown Street Traders will gladly contribute to cost of the lights for Crown Street. ACTION: KA to ask lighting contractor to provide costs so that bid can be submitted to RG and to remove old 	<p>CH</p> <p>AC</p> <p>CH</p> <p>KA</p>

	<p>brackets in Crown Street..</p> <ul style="list-style-type: none"> • Parking in Lion and Lamb Court: MHar, informed the group that a maximum of 20-25 cars are parking within this area daily. PM, has enquired about the installation of a bollard. ACTION: AC to liaise with Stuart Anderson and Tracey Lynch on follow on the removal of the planters. PM requested to be copied into all emails on this matter. Discussions to take place with Carol Tomlin and Laurie Gibbins on ownership of land. • Trees in Shenfield: work now complete. • High Street Paving Works: Concerns were viewed on the increasing number of repairs that are needed to the pavements in the High Street. ECC had advised that repairs were not a priority. Clarification is required from ECC to when these repairs likely to take place. ACTION: DK to report back at next meeting. 	<p>AC</p> <p>DK</p>
<p>4.</p>	<p>Town Centre Planning Issues: JC, consultation on the Local Plan will take place this Saturday, 7th Sept in High Street. Renewal of application to William Hunter Way Development to be taken to Committee 11.9.2013. MHar asked about the application for a licenced premises at the site next to Argos (formally Pizza Hut). JC, informed the group this is a current application for change of use. The previous occupier held a licence for alcohol. MHar viewed his concerns about the possibility of another Public House within the Town. JC advised the RG that all concerns regarding this application should be put in writing into the Planning Department.</p> <p>PM asked about the application on 114 High Street. JC explained this application is still out to consultation has yet to appear on the weekly list.</p>	
<p>5.</p>	<p>Crossrail: MR, reported on an earlier meeting regarding Crossrail to RG on JC behalf. Very limit information being given by Crossrail. Works due to start in Dec 2014, but there are number of issues that need addressing: Health and Safety, Parking and communications with retailers. JC is the meet with ECC in Sept/Oct. DK, informed that ECC will foot the bill on any Highways improvements needed, not Crossrail. ACTION: Crossrail item to be on all future agendas.</p>	<p>CH</p>
<p>6.</p>	<p>RG Work Plan: AC, asked the RG to agree the workplan for this financial year.</p>	
<p>7.</p>	<p>RG Workplan for 2013/2014: SH explained the Workplan to RG, consisting of a number of projects that feed into the Corporate Plan objectives. Priority items for the remainder of the financial year are shown in orange, already committed work is shown in green and work to be carried forward into 2014/15 is shown in white. AC, asked RG to confirm Workplan at this meeting.</p>	

8.	<p>Update on recent and future projects:</p> <ul style="list-style-type: none"> • Love Brentwood Local Food Festival 2014: Co-ordination maybe with Art Festival/Food Festival. ACTION: KA, proposal to be tabled at next meeting. SP to clarify at next meeting, item to go on agenda. • Kings Road and Warley Hill website: ACTION: AC to liaise with Cllr Russell is required. • Made in Brentwood: This will form part of the work looking at the Love Brentwood brand and how this can support driving visitors to the website. ACTION: SH to report at next meeting. 	<p>KA</p> <p>AC</p> <p>SH</p>
9.	<p>AOB</p> <ul style="list-style-type: none"> • Brentwood Arts Festival: Laurie Edmonds presented a presentation to RG on the Brentwood Arts Festival 2014. The project between Brentwood Arts Council and Brentwood Borough Council will run from 5-12th July and showcase local talent i.e. musician, artist, actors and poets. The theme of this event will be commemoration of the start of World War 1. Government has offered funding together certain projects from restoring/erecting war memorials to school trips for children. <p>The event is likely to cost in the region of £20k. Brentwood Borough Council has donated £5k with a further £3.5k from the Brentwood Community Fund.</p> <p>This Borough event will not just be held in the Town Centre, but also in the outlying villages some of the major events will be ticketed, with surplus revenue will support Brentwood Arts Council in future projects.</p> <p>The Arts Council asked for RG for support either by funding, sponsorship or through venues. The overall group feeling was that support would not be financial, but through promotions.</p> <p>MR, Brentwood Arts Council advised the group that an interested had been shown in using Brentwood Theatre.</p> <p>PM, suggested that the Council acts as coordinator for the WW1 year commemorative activities across the Borough. AC, informed the group, activities in respect of Arts & Culture are not identified within the Corporate Plan agreed by the Council and therefore officers aren't authorised to use their resources in this area. Officers would however assist in promoting activities on the Love Brentwood website and would consider assisting with the provision of a room at the Town Hall to allow those involved in activities to plan and co-ordinate them.</p> <p>Suggestion of advertising within the Gazette asked for volunteers, funding and support as other organisations may wish to take part i.e. RBL, RBL YB,</p>	

scouts/guides, school and churches, especially with regards to War Memorials and Freedom Parks.

It was also mentioned that a Town Twinning visit may coincide with the festival.

- **Traders Group:** New legal service advised to check of any injunction can be given. **ACTION:** MHar would like all minutes of the Traders Group circulated to RG.
- **Traffic Lights at Kings Road/High St/Weald Road/London Rd:** The traffic lights at junctions is only letting through a couple of cars at a time, these is make traffic build up down Weald Road. PM, the sequence had improved, but has now reverted back. ECC should have history of this sequence change. **ACTION:** DK to investigate.

10.

Date of future meetings: Noted

Proposed dates for 2013 meetings were all Wednesdays and meetings would commence at 4.30pm in the Committee Rooms:

23rd October
11th December

Traders Group Consultation Meeting is scheduled for 7th November 2013, 6pm until 8pm in the Committee Rooms

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