

Broadwell Parish Council

Public notice is given for the ANNUAL Meeting of Broadwell Parish Council to be held on Wednesday 5th May 2021 by Zoom call at approximately 8.00 pm, following on from the general Annual Parish Assembly meeting at 7.30 pm on the same zoom details listed below.

To all, Members of the Council:

You are hereby summoned to the above Annual meeting of Broadwell Parish Council to be held online for the purpose of transacting the following business:

Join Zoom Meeting <https://zoom.us/j/92656001339?pwd=MDdLdTI5VnBxUE92aIRUWkdSVFdnUT09>

Meeting ID: 926 5600 1339

Passcode: 872000

Members of the public are welcome to attend and may address the council during agenda item 7

Debbie Braiden – Clerk and RFO

28 /04/2021

AGENDA

1. To elect the Chairman of the Council for 2021/22 and to arrange receipt of the signed Declaration of Acceptance of Office as soon as possible. (The current chairman will preside for these proceedings).
2. To elect the Vice-Chairman of the Council for 2021/22 and to arrange receipt of the signed Declaration of Acceptance of Office as soon as possible.
3. To receive and consider apologies for absence.
4. To declare any interests in items on the agenda (Localism Act 2011, Members to declare any Disclosable Pecuniary Interests, or Personal Interests (including Other Pecuniary Interests), they may have in the business to be transacted).
5. To review and approve the minutes of the last Parish Council meeting held 14th April 2021.
6. To confirm and approve allocations of councillor responsibilities in respect to Highways, IT, Finance & Audit, Policies, Committees, Charities, Trees & Open Spaces.
7. To receive comments and concerns from members of the public.
8. To consider quotes provided for replacement swings on the green and approve expenditure & engagement of a contractor.
9. To receive updates for Highways regarding traffic calming, signage, drains & potholes.
10. To receive an update for the flood prevention plan.
11. To receive clerk's update for the last minutes.

12. PLANNING

1. To consider planning applications received:
21/01301/FUL & 21/01302/LBC Full Application & Listed building consent - 2no. replacement gates at Broadwell Manor Church Road Broadwell Moreton-In-Marsh Gloucestershire – closing

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date 6TH May. NOTE* Since our last meeting the application has been amended hence relisting on this agenda.

- 2) To consider planning applications received after agenda had been set – clerk to advise

13. FINANCE

1. To be notified a payment of £99.80 was overpaid for tax purposes to HMRC in 20/21 – this will be recovered in 21/22 payments.
2. To record income for the first instalment of our Precept of £4762.00 for 21/22, & a CIL payment received of £399.54 from Cotswold District Council Planning.
3. To confirm the Parish Council, wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Small Authorities) Regulations 2015 and meets the exemption criteria.
4. To approve Financial Statement of Accounts for 2020 to 2021 as listed below:

Broadwell Parish Council Receipts & Payments Summary 2020/2021	Purpose	Amount	Overall Totals £	BUS Saving Account £	Treasurers Account £
Brought Forward			19685.62	1101.76	18583.86
Receipts to date			7100.00		7100.00
Interest received 20/21			0.30	0.30	0.00
Transfer of funds from Treasurers acc			15000.00	15000.00	0.00
Payments to date			5301.42	0.00	5301.42
Transfer of funds to BUS savings acc			15000.00	0.00	15000.00
Balances			21484.50	16102.06	5382.44
Bank reconciliations					
Balance as above			21484.50	16102.06	5382.44
a) Add: Cheques not yet presented					0.00
b) Less Earmarked funds;	setts	1150.00			-1150.00
Working balance (bank balance minus a) & b) above					3882.44
Balance on Bank Statements			21484.50	16102.06	5382.44
to date;			Box 8 on Audit		

5. To consider and approve receipt of the AIAR (Annual Internal Audit Report) for 20/21 and to note the Internal Auditor's recommendations.
6. To approve the 'Annual Governance Statement' (Section 1 of AGAR) for 20/21

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7. To consider and approve 'Accounting Statement' (Section 2 of AGAR) for 20/21
8. To confirm approval for ILCA training for the clerk with SLCC for £120 plus VAT.
9. To approve payments due and receipts for recompense as scheduled below:

1) To approve retrospectively, invoices paid:

Payee	Details	Amount	Cheque/date of payment
Community Heartbeat (Finding in Audit trail)	Invoice 6231 for the year 25/01/20 to 24/01/21	£126.00	Cheque 647 paid 11/5/2020
D Braiden	Recompense for SLCC membership for clerk and council	£72	Clerk personally paid.

2) To approve payments to be made:

Payee	Details	Amount	Cheque/date of payment
D Braiden	Salary for contracted hours only for April (April's extra hours to be paid next time)	Personal	
HMRC	Tax for last quarter minus the overpayment of £99.80 as per agenda item 10.1 above	Personal	
GAPTC	Invoice 6897 for 20/21 Audit fees	£175.00	

10. To note any correspondence received and decide actions, if any.
 - Children playing by splash and traffic involvement
 - Fires at Manor Farm
11. Matters Arising - For Information Only.
12. To confirm next scheduled meeting date.
13. Close of Business