

## Broadwell Parish Council

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**Public notice is given for a Meeting of Broadwell Parish Council to be held on Wednesday 27<sup>th</sup> October 2021 at the Broadwell Village Hall for 7.30 p.m.**

To all Members of the Council:

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

*Members of the public are welcome to attend and may address the council during agenda item 1*

*Debbie Braiden* – Clerk and RFO

20/10/2021

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### AGENDA

1. **Public participation** - To receive comments and concerns from members of the public.
  2. **Apologies** - To receive and consider apologies for absence.
  3. **Last Minutes** - To approve the minutes of the last Parish Council meeting held 8<sup>th</sup> September 2021.
  4. **Declaration of interests** - To declare any interests in items on the agenda (Localism Act 2011).
  5. **District Councillor report** - To receive a report from the District Councillor – updates from the last meeting have been circulated by Cllr Cunningham.
  6. **County Councillor report** - To receive a report from the County Councillor.
  7. **Clerk's report** – circulated prior to meeting to save time.
  8. **Planning applications**
    1. To consider planning applications received.
      - 21/03370/FULL - Full Application for Erection of two storey and single storey rear, two storey side and two storey front extensions and associated alterations at North Rye House Donnington Moreton-In-Marsh Gloucestershire GL56 0XU
    2. To consider planning applications received after agenda had been set – clerk to advise
  9. **Budget 22/23** - To discuss and review budgets for 22/23. To decide which projects the council would like to include for the new budget.
  10. **Insurance for Kubota** - To discuss and review insurance policy for the Kubota lawn mower, renewal due 1/11/2021. Policy was £90.15 for current year.
  11. **Biodiversity works** - To discuss and agree planting of whips and moving forward with the project.
  12. **Training** – To approve VAT training for the clerk.
- FINANCE**
13. **Income & Expenditure** - To approve receipts of income as 41 pence interest received from the savings account and the receipt of the second precept payment from Cotswold D. Council for £1587.00. Expenditure for the current year amounts to a total of £5,536.90.
  14. **Bank Balance** - To approve the business account bank balance for the second quarter of 21/22 as £6,994.08 and the savings account balance as £16,102.82.

15. **Financial Regulations review** - To review and if approved, adopt new up to date financial regulations.
16. **I.T. – 1)** To approve purchase of further computer software protection (table of pricing supplied) and for HP printing schedule as discussed previously for toners.
- 2) To discuss and approve if required, planning option on website, for displaying planning applications automatically at a cost of £2 per month.
17. **Internal Audit** - To discuss and appoint an internal auditor ready for year-end accounts.
18. **Payments** - To approve payments due and receipts for recompense as scheduled below:

**1) To approve payments already paid:**

Payee	Details	Amount	Cheque/date of payment
Debbie Braiden	June Salary	Personal	BACS 07/07/21
Debbie Braiden	Sep Salary	Personal	Sep BACS 18/10/21

**2) To approve payments to be made:**

Payee	Details	Amount	Cheque/date of payment
D Braiden	Salary for October	Personal	Oct to be paid BACS on 1/11/21
HMRC	Tax for Sep & Oct	Personal	Tax quarter due Dec 21
D Braiden	Mileage for 46 miles @ 0.45p – July's meeting	£19.80	
GAPTC	VAT training course invoice 7057	£30	
SLCC	ILCA fees Invoice QL199514 for studying as approved minute 210505/13/7	£144.00	
Broadwell Village Hall account	Hire of hall for meetings July & Sept Invoice 006RBM/09/2022	£20	

19. **Correspondence** - To note any correspondence received and decide actions, if any.
- To receive an update for the overgrown path between Millbrook Ley and the Leasows.
  - Items on correspondence list as per the clerk.
20. **Matters Arising** - For Information Only.
21. **Next Meeting** - To confirm next scheduled meeting date.
22. **Close of Business**