

**Public notice is given for a meeting of Broadwell Parish Council to be held on
Wednesday 26th January at the village hall, beginning at 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 business listed in the agenda below.

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

Debbie Braiden – Clerk and RFO

DATE: 20/01/2022

AGENDA

1. **Public Session** - To receive comments and concerns from members of the public.
 2. **Apologies** - To receive and consider apologies for absence.
 3. **Minutes** - To approve the minutes of the Parish Council meeting held 27th October 21.
 4. **Interest declaration** - To declare any interests in items on the agenda (Localism Act 2011).
 5. **Cllr Thorley resignation** - To note and accept the resignation.
 6. **District Councillor** - To receive a report.
 7. **County Councillor** - To receive a report.
 8. **PLANNING**
 - 8.1. To consider applications received.
 - 8.2. To consider planning applications received after agenda had been set – clerk to advise
 9. **Highways & Flood Plan** - To receive updates if any.
 10. **Biodiversity** – To receive updates if any.
 11. **GAPTC survey for remote meetings** – to discuss and decide if the PC wish to support holding remote meetings.
 12. **Clerk's update** – To receive an update of items completed and outstanding.
 13. **Bus shelter roof repairs** – To discuss finding two more quotes required to move forward.
 14. **Defibrillator** – To discuss and appoint a trustee for the defib to carry out a monthly check.
- FINANCE**
15. **Banking** - To approve the monthly bank balances & expenditure to date.
 16. **Finance Regulations** – To note Cllr Brindley is happy with final version of Financial Regs for adoption.
 17. **Internal audit of finance** – To discuss and confirm internal audit checks made by Cllrs.
 18. **Estimated election recharges** – To note estimate recharges for election charges from CDC.
 19. **CIL** - To consider & agree, how to allocate the use of the latest CIL monies received from CDC for £3,595.86. (For example, towards village gateways)
 20. **Audit for 2021/22** – For the purpose of the financial year 21/22, 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. To also note GAPTC have

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been requested to carry out the internal audit on behalf of the BPC and that the council has assured itself that the auditor is independent and competent.

21. Payments due - To approve payments due and receipts for recompense as scheduled below:

20.1 To approve payments already paid:

Payee	Details & authority	Amount	Cheque/BACS/ date of payment
D Braiden	Salary – basic for December & January	Personal	S/O 1st of the month - minute 211208/15

20.2 To approve payments to be made:

Payee	Details	Amount	Cheque/BACS date of payment
D Braiden	Mileage for 44 miles @ 0.45p for November's meeting	£19.80	
D Braiden	HP Instant Inks @ £3.49 plan per month paid on clerk's Mastercard	£3.49	
Broadwell Village Hall	Hire of hall for Oct to December meetings 3 @ £10 invoice 006RBM/09/2022	£30	
SLCC	Subscription renewal w.e.f 1/2/22	£80	
TEEC Ltd	Planning tracker for website inv 4037	£28.80	
Community Heartbeat	Invoice 10925 Annual support cost Year 6 25/01/22 – 25/01/23	£151.20	

22. Correspondence - To note correspondence received and decide actions.

- Community First Oxfordshire membership – decide if members would like membership (Neighbourhood plan)

23. Matters Arising - For Information Only (items can be added to the agenda for the next meeting).

24. Next meeting date - To confirm next scheduled meeting. Note the table tennis club will occupy the hall on Wednesdays.

25. Close of Business – To record the end of the meeting.