

**Public notice is given for a meeting of Broadwell Parish Council to be held on Tuesday 20th September 2022 at the village hall, beginning at 7.30 p.m.**

To Councillors T Leonard (TL), K Burtonwood (KB), E Ashton (EA), W Neill (WN), N Brindley (NB) & A Wodzianski (AW)

Dear Councillor, You  
are hereby summoned to attend the above meeting of Broadwell Parish Council to be held for the purpose of transacting the business listed in the agenda below.  
Debbie Braiden, Clerk & RFO to the council.

Members of the public & press are welcome to attend



DATE: 8/9/2022

**AGENDA**

1. **Public Recess** - Members of the public are invited to make representations to the Council on any matters relating to the work of the Council. Public Bodies (Admission to Meetings) Act 1960
2. **Apologies** - Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk or the Chairman
3. **Minutes** - To approve the minutes of the last Parish Council meeting held on 20<sup>th</sup> July 22.
4. **Interest declaration** - Members are invited to declare disclosable pecuniary interests and other interests in any items listed on this agenda as required by the Council's Code of Conduct for Members and by the Localism Act 2011. Note: EA continued interest carried forward for flood plan.
5. **VILLAGE MATTERS - To receive updates for the following (if any): -**
  1. **Conservation and Listed buildings** – To discuss progress for the Old Smithy (NB) & Kennel Lane (AW)
  2. **Flood Plan** – (Cllr Cunningham)
  3. **Highways** – To discuss missing bin. (Clerk)
  4. **Parking issues** – Cllr Cunningham update.
  5. **District Councillor** - To receive a report.
  6. **County Councillor** - To receive a report.
  7. **Defibrillator** – Monthly checks. (AW)
  8. **Play Area** – Monthly checks. (AW)
  9. **All areas of trees** – To discuss any tree issues - village entrances (NB), cherry tree (Paul & WN)
  10. **Projects** – Progress for the bus shelter roof, the calor gas compound, the memorial seat and any other item not listed.
  11. **Communication** –Face book page. Clerk

### 6. **PLANNING**

**6.1.** To consider applications received.

22/02489/FUL Erection of ancillary swimming pool outbuilding – The Dutch Barn – No objections recorded

22/02683/LBC Replace existing Cotswold slate roof tiles with imitation cardinal slates - College House, Chapel Street – No objections recorded

22/03088/FUL Full Application for Installation of flying mullion casement window to end gable, two Velux windows and relocation of existing boiler flue at 21 Wheat Close Broadwell Moreton-InMarsh Gloucestershire GL56 0T - To make comment.

**6.2.** To consider planning applications received after agenda had been set – clerk to advise at the meeting.

**6.3** To decide whether the members want to authorise making planning decisions by delegated authority by email.

**7. Clerk Items** – To receive & discuss clerk’s update, progress on training (papers to sign), annual leave for 26<sup>th</sup> September to 30<sup>th</sup> September & monthly timesheet.

**8. New Policies** – To consider adopting the following policies.

1. Dignity at work policy which replaces the harassment and bullying policy. To also consider & approve if the council want to sign up for the Civility and Respect pledge & training.
2. Equality and diversity policy

### **FINANCE**

**9. Banking** - To receive report for current balances of both income & expenditure, VAT claim, both bank balances & note remaining budget report.

**10. CIL monies & Budgets** – To discuss and approve allocation of where the money will be spent also to decide projects to be included in the next budget. This will assist the clerk to put a budget together.

**11. Standing orders** – To discuss and approve the regular payments made by the clerk. To recompense automatically by monthly standing order payments instead of BACS payments for HP instant inks and one drive storage plan.

**12. Minute correction for Finance 12<sup>th</sup> May 22** – To note the following payment was listed on the agenda for May’s payments list but omitted from minutes following approval. The details are as follows:

Minute item 220512/17/1 – Payment to TEEC Limited (Annual Website hosting) £151.19.

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

**1 To approve payments paid:**

Payee	Details & authority	Amount	Cheque/BACS/ date of payment
D Braiden	Salary – basic plus homeworking allowance for 1 <sup>st</sup> July & August 22.	Personal	S/O 1st of the month - minute 211208/15

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Hunts Engineering Ltd	Invoice 16187 for repairs	£345.59	BACS 10/8/22
GAPTC	For CiLCA training course & mentoring	£235	BACS 7/9/22

### 2 To approve payments to be made:

Payee	Details	Amount incl VAT	Date of payment/ Cheque/BACS
D Braiden	Mileage for 44 miles @ 0.45p for July meeting	£19.80	BACS
D Braiden	April HP Instant Inks @ £4.49 plan per month paid by clerk on her card July & Aug	£4.49 £4.49	BACS
D Braiden	Monthly plan for One Drive storage plan - Paid by clerk on her card July & Aug	£1.99 £1.99	BACS
SLCC	Annual Subscription for membership to Society of Local Council Clerks Invoice MEM238209-1	£80	BACS
SLCC	For the clerk's training registration with SLCC for CiLCA – (clerk to invoice SAPC for half)	£410	BACS
Peter Skea or Alan as per Tony Leonard	Recompense for items paid for grounds maintenance – P4 Diesel £32.50 plus vat £6.50 Orange funnel £16.25 plus vat £3.25	£39 £19.50	BACS BACS

#### 14. Correspondence - To receive and note correspondence.

- Flood resilience public meeting by Sir Clifton-Brown MP in Moreton in Marsh 21/10/22
- A public request was made for more notice of road closures during the next filming of Father Brown

#### 15. Matters Arising - For Information Only (items can be added to the next agenda).

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

17. **Close of Business** – To record the end of the meeting.