

Public notice is given for a meeting of Broadwell Parish Council to be held on Wednesday 9th November 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 (A)

Dear Councillors, 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: 1/11/2022

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 20th September & 12th October 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. **Green and Clean officer from CDC** – Chairman to invite to the floor for presentation and answer questions.
6. **Stow Neighbourhood Plan** – Following on from the last meeting, to discuss and decide next steps
7. **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** –
 4. **Parking issues** – Cllr Wodzianski re Bromford surveyors on site at Kennel Lane.
 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), a report has been lodged with the clerk in respect to the Leylandii overhanging the highway past the Village Hall opposite Foxes Row.

10. **Projects** – Progress for the bus shelter roof. To discuss metal gate left at the Calor Gas compound.

8. **PLANNING**

6.1. To consider applications received.

- **The Smithy 22/03255/FUL & 22/03256/LBC** Conversion and restoration of the former Smithy to form ancillary accommodation for disabled person.
- **North Rye House, Donnington 22/02335/AGFO** – Creation of a private equestrian arena & facilities and repositioning of agricultural barn (approved under LPA ref: 22/02335/AGFO)

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, when closing dates are prior to meeting dates.

9. **Clerk Items** – To receive & discuss clerk's update, timesheet and annual leave for December.

10. **New Policies** – To agree with new wording of the policies listed below which were approved at the September meeting.

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
3. To re-approve the Publication Scheme policy.

FINANCE

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

12. **Pay increase & extra annual leave** – To note the National Association of Local Councils (NALC) has been notified by the Local Government Association (LGA) that it has come to an agreement on the 2022/23 pay offer with the unions representing local government employees of an additional £1925 w.e.f. 1/4/22 and an additional one day increase in annual leave from 1/4/2023. To approve the above for backdated pay, pro rata, and the additional one day leave w.e.f 1/4/23.

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

14. **Precept** – Following on from the budget details, to discuss and agree precept figure for next financial year.

15. **Internal Auditor for 22/23 financial year** – To agree who to appoint for the internal audit for end of year.

16. **Reimbursement for Kubota costs** – To discuss the way forward for payments made by volunteers for diesel etc.

17. Kubota Servicing – To discuss information received back from Peter Skea re procurement for maintenance of the Kubota.

18. 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 st September, October & November 22.	Personal	S/O 1st of the month - minute 211208/15
Insurance	Policy Ref 106208988 for Kubota insurance renewal	£144.98	BACS 28/10/22
D Braiden	HP Instant Inks @ £4.49 plan per month paid by clerk on her card for September, October & November	£4.49 £4.49 £4.49	S/O 1 st of the month minute 220922/11

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 September & October meeting	£19.80 £19.80	BACS
Alan Walker	Receipt from Bence Builders for UV Protective oil extra clear satin 2.5 L	£66.00	BACS
D Braiden	Stationary receipt for print paper Postage receipt for VAT claim	£9.00 £3.45	BACS
Village Hall Meetings	Invoice 006RBM/04/2022 July and September meetings	£20	BACS
Freddie Wilcox	Receipt for diesel for the Kubota	£24.14	BACS

19. Correspondence - To receive and note correspondence list.

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

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

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