

# Public Notice is given for a meeting of Broadwell Parish Council

To be held on 13<sup>th</sup> March 2024, in Broadwell Village Hall at 7.00 pm

Addressed to: Cllr T Leonard (TL) Chairman, Cllr E Ashton (EA), Cllr W Neill (WN), Cllr N Brindley (NB), Cllr A Wodzianski (AW), Cllr R Ross (RR) & Cllr C Morse (CM).

Dear Councillors, you are summoned to attend the above meeting of Broadwell Parish Council, held to transact the business listed in the agenda below.

Signed:  Deborah Braiden, Clerk & RFO to the council.

DATE: 7/03/2024

## Agenda

<b>1</b>	<b>Apologies</b>	Members who cannot attend a meeting should tender apologies to the Parish Clerk or the Chairman. 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 meeting minutes.
<b>2</b>	<b>Interest declaration</b>	Members are invited to declare <b>disclosable pecuniary</b> interests and other interests in any items listed on this agenda. Note: EA continued interest carried forward for the flood plan. As required by the Council's Code of Conduct for Members and the Localism Act 2011.
<b>3</b>	<b>Public Recess</b>	<b>3.1</b> 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 and to respond to items received. <b>3.2</b> Members to present parishioners' views, and to note comments received and listed below: a) The number of lorries passing through the village and destroying grass verges. b) Concerns about the water collecting on Church Lane, icing over and causing an accident. c) Resident having flooding issues in his garden – video circulated. <b>Note: no decisions can be made on matters raised in this section.</b>
<b>4</b>	<b>Minutes</b>	To approve the minutes of the Parish Council meeting held on 10 <sup>th</sup> January 2024.
<b>5</b>	<b>Reports</b>	To receive reports from the District and County Councillors.
<b>6</b>	<b>Planning</b>	<b>6.1</b> To consider applications received. <b>24/00254/FUL</b> Sydenham Farm Cottage and Barn Sydenham Farm Broadwell Gloucestershire. Full Application for Erection of a replacement dwellinghouse with integral garage, annex and associated works following the demolition of existing established cottage, and barn benefiting from extant permission for residential conversion under reference 22/03811/FUL – <b>Time extension until 14/3/24</b>  <b>24/00495/AGPA</b> Land (e) 419390 (n) 226619 Broadwell Gloucestershire Prior approval for a building to house sheep feed and agricultural machinery <b>Closing date 5/3/24 – time extension until 14/3/24</b>  <b>6.2</b> To receive & discuss planning correspondence received. <b>6.3</b> To note the following decisions and comments made by email with delegated authority (Minute 221109/8/3 & Broadwell PC SO 15/b)

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		<p><b>S/24/00207/AGFO</b> - Agricultural or Forestry notification for prior notification for erection of an agri. Dutch Barn at land (e) 419390 (n) 226619, Broadwell. <b>Comments – No objections</b></p> <p><b>24/00099/CLEUD</b> - Cert of the lawful existing use of devt. for Certificate of Lawful Existing Use or Development under section 191 of the Town and Country Planning Act 1990 to ascertain commencement of development of planning permission CD.7320/A/AP (Erection of residential dwelling and garage) at New Dwelling At Sydenham Meadows, Broadwell. <b>Comments – No objections.</b></p> <p><b>23/01086/LBC</b> - Lower Farm House Donnington Road Broadwell GL56 0TN, Conversion of the open-fronted stone barn to create residential holiday let (amendment to approved consent - 20/00371/LBC) Retrospective. <b>Comments – No objections.</b></p> <p><b>6.4</b> To receive, discuss, and approve comments for post-agenda applications received. (Clerk to advise)</p>
<b>7</b>	<b>Projects</b>	<p><b>7.1</b> To receive an update from the Traffic Calming Group.</p> <p><b>7.2</b> To receive a report from Cllr Brindley and review progress for resurfacing, flooding, and other projects, approve projects noting the available budget.</p> <p><b>7.3</b> To set a date for litter picking.</p> <p><b>7.4</b> To approve the annual inspection for play equipment in April by ROSPA.</p> <p><b>7.5</b> To approve the replacement of the defibrillator sign from the back of the bus shelter.</p>
<b>8</b>	<b>Clerk Items</b>	<p><b>8.1</b> To approve clerk’s timesheets for January and February and to discuss the remaining 11 hours of annual leave still owed.</p> <p><b>8.2</b> To note and discuss the action sheet from the last meeting.</p> <p><b>8.3</b> To discuss &amp; approve installing an accounting system for the clerk w.e.f. 1/4/24, Report circulated.</p> <p><b>8.4</b> Clerk to receive suggestions for the next agenda.</p> <p><b>8.4.1</b> To discuss awards/invitations and recognition for volunteers for the May annual parish meeting.</p>
<b>10</b>	<b>NDP &amp; CDC Local Plan</b>	<p><b>10.1</b> To discuss any updates for Stow NDP if any and agree on any further actions.</p> <p><b>10.2</b> To discuss and comment on Cllr Ashton’s attendance at the Local Plan meeting.</p> <p><b>10.3</b> To discuss a Neighbourhood Plan for Broadwell – RR.</p>
<b>11</b>	<b>Inspections</b>	To receive play and defibrillator inspections made by AW. To discuss any issues raised.
<b>FINANCE</b>		
<b>12</b>	<b>Income</b>	To receive and approve receipts of Interest and income for January and February 24.
<b>13</b>	<b>Expenditure</b>	To receive and approve expenditures for January and February 24.
<b>14</b>	<b>Internal Audit</b>	To note Cllr Ashton has carried out the 2 <sup>nd</sup> bi-annual internal audit.
<b>15</b>	<b>Payments List</b>	To approve payments paid, payments due, and receipts for recompense, as scheduled in Appendix A.
<b>16</b>	<b>Policies &amp; Insurance</b>	<p><b>16.1</b> To review and approve the asset register.</p> <p><b>16.2</b> To review insurance cover and agree totals ready for clerk to procure for the next</p>

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		<p>three years cover due for renewal 1st June 2024.</p> <p><b>16.3</b> To review and approve the following policies: - (NEW policy) Climate Change, Biodiversity &amp; Environmental Policy and Action Plan, Publications Scheme, Half Yearly Internal Audit, Privacy &amp; Data.</p>
<b>17</b>	<b>Training</b>	<p><b>17.1</b> To approve councillor training through GAPTC for Cllr Morse @ £25 each for parts 1 &amp; 2.</p> <p><b>17.2</b> To approve training for clerk to attend Land and Registration with GAPTC 21/3/24.</p>
<b>18</b>	<b>Audit 23/24</b>	To note the audit was started in February with the allocated and independent auditor from GAPTC.
<b>SUNDRY ITEMS</b>		
<b>19</b>	<b>Correspondence Received</b>	To receive and note the circulated correspondence list in Appendix B. To agree on any comments. <b><i>Note: No decisions can be made on the items listed.</i></b>
<b>20</b>	<b>Close of business</b>	To record the end of the meeting and confirm the next meeting date.