

Broadwell Parish Council

Public notice is given for the Annual Parish Council Meeting of Broadwell Parish Council, held on 9th July 2025, at the village hall, beginning at 7:00 p.m.

Addressed to Cllr T Leonard (TL) Chairman, Cllr E Ashton (EA), Cllr R Ross (RR) & Cllr K Burtonwood (KB) Cllr Laurie Wilcox (LW)

Dear Councillors, you are summoned to attend the above meeting of Broadwell Parish Council, to be held to transact the business listed in the agenda below. Members of the public and press are welcome to attend and can address the council during the public recess.

Signed:



Debbie Braiden, Clerk & RFO to the council. DATE: 3/07/2025

Agenda for Broadwell Parish Council		
1	Apologies	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.
2	Interest declaration	1. Members are invited to declare disclosable pecuniary interests and other interests in any items listed on this agenda. Note: EA continued interest carried forward in respect of the flood plan. As required by the Council's Code of Conduct for Members and the Localism Act 2011. 2. To receive forms of dispensation. 3. To accept forms of dispensation.
3	Reports & Public Recess	1. To receive reports from the District and County Councillors. 2. 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 2.1 Councillors to raise public issues received. 2.2 To approve the co-opting of new members.
4	Minutes	1 To approve the Parish Council's annual meeting draft minutes held on 29 May 25. 2 Review action points from the above meeting.
5	Projects	1 To receive an update from the Traffic Calming Group and agree on actions. 2 To review progress on the flood plan (DC). 3. To receive and discuss parking updates around Kennel Lane. 4. To discuss land owned by the parish council, but not registered with LR. 5. To receive an update for tree replacements on the Green.
6	PLANNING	1 To consider applications received in Appendix A. 2 To receive & note planning correspondence received. Appendix A 3 To note any decisions and comments made by email with delegated authority (Minute 221109/8/3 & Broadwell PC SO 15/b) also listed in Appendix A

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7	Play & Defib	1 To receive details of the new person monitoring and monthly inspections of the defibrillator. 2 To agree upon a member to take over the monthly report for play inspection .
8	Clerk Items	1 To approve the clerk's timesheets for May & June 25. 2 The clerk will receive items for the next agenda. 3 To approve the council's new clerk to take over w.ef. 1/8/25 and agree hours and rates 4 To approve the outgoing clerk's holiday balance as 2.5hrs to be paid.
FINANCE		
9	Receipts	To receive and approve receipts of Interest and income for 1 st qtr April, May & June
10	Payments	To receive and approve payments for 1 st qtr April, May & June
11	Payments List	To approve payments paid, payments due, and receipts for recompense, as scheduled in Appendix B.
12	Budget	To review the budget following the first quarter.
13	Banking	1 To receive and approve transfer details of new savings account and transferral of funds agreed and to be listed here. Note: this was done as an urgent safeguarding issue. 2 To note the new clerk will open and sign up to Unity bank.
14	Regular Payments	To approve the following regular payments for the whole year giving delegated authority to the RFO to make these regular payments through the year: Clerk monthly pay by standing order ICO Data annual charge DD HPI instant ink monthly subscription Microsoft Cloud monthly subscription Lloyds Bank monthly charges – until Unity bank is open.
15	Audit	To receive and note results of the Internal Audit.
16	Insurance	To review and approve insurance for the current year – specifically volunteer cover
SUNDRY ITEMS		
17	Correspondence Received	To receive and note the correspondence list in Appendix C. <i>(To note no decisions can be made on matters raised in this section).</i>
18	Close	To record the end of the meeting and confirm the next meeting as 10 September 25 for the next Parish Council Meeting.