

Broadwell Parish Council

Public notice is given for a meeting of Broadwell Parish Council to be held on Thursday 7th March 2023 at the village hall, beginning at 7.30 p.m.

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)

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.
Members of the public & press are welcome to attend



Debbie Braiden, Clerk & RFO to the council. DATE: 1/3/2023 -

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** - 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 minutes of the meeting.
3. **Co-option** – To confirm & receive the application from Colin and to approve him as a valid candidate for co-option to join as a member of the PC. To sign, Declaration of Acceptance Form.
4. **Minutes** - To approve the minutes of the last Parish Council meeting held on 18th January 23.
5. **Interest declaration** - Members are invited to declare disclosable pecuniary interests and other interests in any items listed on this agenda. Note: EA continued interest carried forward for flood plan. As required by the Council's Code of Conduct for Members and by the Localism Act 2011.
6. **VILLAGE MATTERS - To receive updates for the following (if any): -**
 1. **Flood Plan** – To discuss progress with CDC legal. NB & WN re- pond works and drainage.
 2. **Highways** – To approve a member as 'Highways' representative to lead on speed issues. Watery lane collapsing into stream. To confirm grit supply and storage area - NB
 3. **Parking issues** – To discuss current issues regarding Bromford and parking land (AW). The Lane up the Bank obstructions & signage - NB
 4. **District & County Councillor Reports** - To receive a report.
 5. **Defibrillator & Play Area** – Monthly checks. (AW)
 6. **Trees** – To discuss any village tree issues - village entrances (NB)
 7. **Projects** –
 - 10.1) Progress for the **bus shelter** roof.
 - 10.2) To discuss and arrange litter pick for March.
 - 10.3) **Green and Clean from CDC** – Discuss and decide if any, what projects we could ask for help.
 - 10.4) To receive an update and discuss replacement of **litter bins**, broken and missing.
7. **PLANNING**
 - 8.1. **To consider applications received.**
 - 23/00466/FUL | Variation of conditions 2 (plans), 3 (sample materials), 7 (landscape scheme) and 16 (arboriculture report) of permission 21/04074/FUL - Change of use of land and conversion/extension

of barn for the creation of a dwelling, plus hard and soft landscape works | North Rye House
Donnington Moreton-In-Marsh Gloucestershire GL56 0XU – **Comment Date 17/3/23**

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

8.3 To note applications received and comments made by email as per delegated authority (minute 221109/8/3).

23/00290/TCONR – Works to trees in conservation areas for felling and total removal of mature ash tree (dieback) on boundary adj to the public footpath at Rectory Farmhouse GL56 0TL **No comments made.**

8.4 Correspondence Received

22/0385/FUL – Change of use of agricultural land to residential land & addition of boundary fence, hedge and driveway turning areas at Templis, Broadwell GL56 0TU. **Note*** An email was received from CDC advising the application was being considered at the Planning and Licensing Committee on Wednesday 8th February 2023. The following are allowed to speak at the hearing, those who have submitted a comment of objection or support, the parish council or the applicant/agent. **PC comments were at the time of application – No objections**

8. **Clerk Items** – To receive clerk’s action sheet & timesheets for January & February.
9. **Stow Neighbourhood Plan/Broadwell’s Neighbourhood plan** –To discuss events and decide next steps.
10. **New Policies** – To postpone agreement with new wording of the policies listed below until Cllr Brindley is present.
 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. **Reports** - To receive report for current balance of payments, and note remaining budgets.
12. **Income** – To confirm receipt of interest of £??, also £322.50 as half payment from St Andrews PC for clerk’s CiLCA training & Oddington Newsletter closing share for £????
13. **Bank Balance** – to receive and approve both bank balance reconciliations.
14. **Audit** – To receive the IAS report and to approve items of recommendations received from the internal auditor.
15. **Printing** – To note the clerk has changed the Instant Ink print plan whilst studying.
16. **Donnington Parish Assembly** – To confirm that Debbie will be working for Donnington from April and the old laptop from Broadwell can be used by Debbie for Donnington parish work following a clear down of Broadwell’s information. (TL)
17. **Section 137 (4)(a) of the Local Government Act 1972 for 23/24** – For the council to note the spending power under Section 137 is set at £9.93 in line with the retail index between September 21 - September 22.
18. **Reimbursement for Kubota costs** – To discuss the way forward for payments made.
19. **Payments** - To approve payments due and receipts for recompense as scheduled at Appendix A.
20. **Correspondence** - To receive and note correspondence list.
21. **Matters Arising** - For Information Only (items can be added to the next agenda).

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

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

APPENDIX A – PAYMENTS

24. To approve payments already paid:

Payee	Details & authority	Amount	Cheque/BACS/ date of payment
D Braiden	Salary – basic plus homeworking allowance for 1 st January, 1 st February & 1 st March 23. Power to spend LGA 1972 s112(2)	Personal	S/O 1st of the month - minute 211208/15
D Braiden	One drive storage – January, February & March 23 Power to spend LGA 1972 s111	£1.99 £1.99 £1.99	S/O 1 st of the month minute 220922/11
D Braiden	HP Instant Inks @ £4.49 plan per month paid by clerk on her card for January, February (as per increased use for audit and budgeting etc) & March 23 – Power to spend LGA 1972 s111	£4.49 £9.96 £4.49	S/O 1 st of the month minute 220922/11

2 To approve payments to be made:

Payee	Details and Power to spend under LGA 1972 s111 or where stated with other	Amount incl VAT	Date of payment/ Cheque/BACS
D Braiden	Extra HP Instant Ink charges as per statement	£5.47	BACS
D Braiden	Mileage for January meeting	£19.80	BACS
GAPTC	Charge for the internal audit & mileage costs – power to spend A & AR 2015 – Part 2, Regs 5, Internal Audit	£159.80	BACS
ICO Data Controller	To register the PC as a data controller with ICO	£35.00	Direct Debit 7/4/23

CORRESPONDENCE LIST

Received	From	Details of items circulated
1/3/23	Community Connexions	A new bus service for the vulnerable in the North Cotswolds not connected to the Robin bus.
24/2/23	Pensions Regulator	The Pensions Regulator had notified the PC that re-enrolment and re-declaration is required by 31/10/23
8/2/23	BHIB Insurances	A risk assessment template for Coronation celebrations
8/2/23	CDC	Changes in planning checklists
10/2/23	Rt Hon Michael Grove MP	A letter from the Secretary of State for DLUHC regarding His Majesty King Charles III's Coronation
14/2/23	SLCC	Consultation for the National Policy Planning Policy Framework revision
14/2/23	The Robin Bus	Thank you for response to a survey regarding the Robin bus
16/2/23	CDC Mathew Britton	Consultations on Non-Strategic Site Allocations Selection Methodology and Guidance on Major Development in the Cotswolds Area of Outstanding Natural Beauty (National Landscape)
4/2/23	Mr Fell	Information regarding Wheat Close parking
4/2/23	Mr Joiner	Damage to the grass verges leading to the Ford
13/01/23	Joseph CDC	Community Networking Group