

Broadwell Parish Council

Public notice is given for a meeting of Broadwell Parish Council to be held on Thursday 18th April 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) & Cllr C Morse (CM)

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: 12/4/2023

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. **Minutes** - To approve the minutes of the last Parish Council meetings held on 17th February & 7th March 23.
4. **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.
5. **VILLAGE MATTERS - To receive updates for the following (if any): -**
 - 5.1 **District & County Councillor** - To receive reports.
 - 5.2 **Flood Plan** – To discuss progress made with CDC legal & if budget is still in situ with GCC.
 - 5.3 **Parking issues** – To discuss current issues regarding Bromford and parking land (AW & CM).
 - 5.4 **Highways** – To receive an update on the sign & potholes as per correspondence.
 - 5.5 **Defibrillator & Play Area** – To receive monthly update checks. (AW)
6. **PROJECTS –**
 - 6.1 Discuss the progress for the **bus shelter** roof.
 - 6.2 Discuss the **composting** initiative to see if we want to move forward with this and who is leading.
 - 6.3 **Green and Clean from CDC** – Discuss and decide if any, what projects we could ask for help.
 - 6.4 **Litter bins** to discuss procurement list and approve purchase of two broken and missing bins.
7. **PLANNING**
 - 7.1. **To consider applications received.**

23/01136/TCONR Works to trees in conservation areas for T1 Willow - Reduce by 3.5 metres to reduce sail due to power line cutting at The Gables Broadwell Moreton-In-Marsh Gloucestershire GL56 0UF **Closing date 19th April 23.**
 - 7.2 **To note applications received and comments made by email as per delegated authority** (minute 221109/8/3).

23/00418/OUT – Outline application for erection of No. 3, 2 bed dwellings including details of access at Land Parcel Opposite Wheat Close, Kennel Lane, Broadwell – Approved comments made, attached as Appendix D.
8. **Clerk Items** – To receive the clerk's year-end annual leave sheet & timesheet for March and to note hours in credit. To approve the extra bank holiday for the coronation.

9. New Policies –

1. **Dignity at work policy** – To approve as a new policy, and note it replaces the harassment and bullying policy.
2. **Asset Register** – To approve asset register as relevant and up to date.
3. **Complaints Policy** – To review and re-approve as relevant and up to date.
4. **Privacy Statement for Staff and Councillors** – To approve as a new policy as recommended by internal auditor.

FINANCE

10. **Year-End Balance** - To receive reconciliation for year-end balance to 31/3/23.
11. **Income** – To note receipt of interest for March of £7.60, and total income of £9,620 received up to 31/3/23.
12. **Payments** – To note payments made up to 31/3/23 as £8,361.
13. **Bank Balance** – To receive and approve both year-end bank balances.
14. **Audit Bi-Annual Internal Financial checks** – To note the internal checks were carried out by the Chairman and approved on the 7th March for the August 22 check. A further check will be carried out prior to this meeting for March 23 internal check.
15. **Printing for Donnington** – To agree a recharge amount for printing to Donnington Village Meeting. HP is £4.49 per 100 sheets, paper £4.49 per 500 sheets. Suggested amount per A4 sheet 5p.
16. **Certificate of Exemption 22/23** – To confirm the council's gross income and gross expenditure did not exceed £25,000, and the council wish to certify themselves as exempt from a limited assurance review under section 9 of the Local Audit Regs 2015. RFO & Chairman to sign the certificate.
17. **Annual Governance Statement Section 1 - 22/23** – For the council to confirm they met their responsibility for internal control and sound financial systems. To be signed by clerk and chairman.
18. **Accounting Statements – Section 2 – 22/23** – For the council to certify the figures in their Accounting Statement of their Annual Governance & Accountability Return, based on their cash sheet. To be signed by RFO and the chairman.
19. **Payments** - To approve payments due and receipts for recompense as scheduled at Appendix A.
20. **Regular Monthly Payments** – To confirm and approve regular payments to be made monthly as in Appendix B.
21. **Correspondence** - To receive and note correspondence list at Appendix C.
22. **Matters Arising** - For Information Only (items can be added to the next agenda).
23. **Next meeting date** - To confirm a schedule for future meetings for the year, suggested dates see Appendix E. Note the table tennis club will occupy the hall on Wednesdays.
24. **Close of Business** – To record the end of the meeting.