

Broadwell Parish Council

Members Present: Cllr T Leonard (TL) Chairman, Cllr E Ashton (EA), Cllr W Neill (WN), Cllr N Brindley (NB), Cllr R Ross (RR) & Cllr C Morse (CM) **Members of Public (MOP) Present:** 2 **Officers Present:** Debbie Braiden Clerk & RFO & Cllr. David Cunningham (DC) - Cotswold District Council

Minutes for Extraordinary Meeting 4th December 23 - Broadwell Parish Council		
2312/1	Apologies	Apologies were received from Cllr Wodzianski.
2312/2	Interest declaration	No interests were declared for items listed on this agenda.
2312/3	Public Recess	<p>Members of the public were invited to make representations to Broadwell Parish Council.</p> <p>Q: A question arose regarding the absence of the agenda on the notice board. The Clerk clarified that while it was available on the website, the usual practice of posting it on the notice board was omitted, acknowledging that not everyone could access the electronic version.</p> <p>Q: Another inquiry sought an update on the planning application 23/00418/OUT for the Bromford car park area. The response from DC revealed that the application was still in the outlined planning stage. The planning officer recommended approval, prompting DC to request a review at the committee meeting scheduled for December 13th at 2 pm at Trinity Road Offices in Cirencester. DC assured that those who objected should have received an email with the relevant details.</p> <p>DC emphasised the importance of coordinated comments from the Parish Council and village representation during the review. He suggested aligning their remarks for presentation on December 13th, allocating three minutes for each. DC offered and members agreed, for DC to read out the comments for both and urged the Clerk to inform Democratic Services of the Parish Council and villager's intent to make representations at the review. Clerk to collate comments and sent to CDC. Post Meeting Note: Clerk has emailed Democratic@cotswold.gov.uk to confirm our representation.</p> <p>DC reported that planning fees will rise; CDC budget consultation is still live; Grant funding from GRCC was available – the clerk confirmed she had forwarded to the Village Hall Committee. The contracts for the flood plan have been agreed, but not signed, and it has not gone out to tender yet` with funds still available at GCC.</p>
2312/4	General Power of Competence	Members discussed and RESOLVED they now have the power to act with 'General Power of Competence'. The council confirm that as of today, it meets eligibility in having the criteria set out in the General Power of Competence (Prescribed conditions) 2012 of the following: having a qualified clerk and two-thirds of its members as being elected at the last election held. It is noted this will give the parish council <i>the power to do anything that individuals generally may do as long as they don't break other laws. It is the power of first resort to act.</i> The Clerk will draw up a policy for the next meeting.
2312/5	Exclusion of Public	Members RESOLVED that pursuant to the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following item no.6 of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.

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2312/6	Resignation of Clerk	<p>Members discussed and RESOLVED the following:</p> <p>1) To approve the resignation from the new clerk on 9th November, whose contract started on 8th November 23.</p> <p>2) To approve the previous clerk, D Braiden, to act as locum for business continuity from 9th November 23.</p> <p>3) To agree and approve the withdrawal of the previous clerk's resignation made at the end of July 23, and to approve her reinstatement to the post of 'Clerk and Responsible Finance Officer` with a new contract.</p> <p>4) To agree scale point 24 of pay for the Locum clerking hours with effect from 9th November to 4/12/23.</p> <p>5) Agreed the clerk's new hours as 20hrs per calendar month.</p> <p>6) To approve the clerk's salary starting scale point as 24 to 28.</p> <p>7) To discuss a pension with NEST for the clerk and it was noted the lower limit earnings for a pension would be £6240, and therefore non applicable to this post.</p> <p>8) Agreed the clerk's start date of 5/12/23 and both parties signed the contract on 4/12/23. NB Noted that the job description could be amended in the future.</p> <p>9) Agreed to the national pay rise received from the National Joint Council for an annual rise of £1925 (same as last year) for every scale point (£1 per hour) backdated to 1/4/23.</p> <p>10) Approved the payment of hours worked by the exiting clerk for work carried out from 8/11/23 to 12/11/23 – 10.5 hours.</p> <p>11) Approved the payment of the 5 hours still owing to the previous outgoing clerk during handover and attending the meeting on 8/11/23 on the previous rate of pay.</p>
2312/7	Meeting schedule	<p>1) RESOLVED to the cancellation of the meeting that was scheduled for the 14th December.</p> <p>2) RESOLVED - A schedule of 6 bi-monthly meetings on the second Wednesday of the following months were agreed: 10th January, 13th March, 8th May, 10th July, 11th September, and 13th November to tie in with important work dates. NB asked for it to be noted that 'items for agenda`, be added to agendas in future.</p>
2312/8	Stow NDP	<p>Following on from tonight's village meeting, members discussed and agreed that TL will liaise with the two volunteer members of public from the village meeting. PC to submit a response before the consultation deadline in January. NB to outline previous comments submitted.</p>
2312/9	Planning	<p>Members considered the following planning applications received and RESOLVED for the following comments to be submitted: -</p> <p>23/03483/FUL Full Application for Conversion of garage loft and associated works at Loxley House Broadwell Moreton-In-Marsh Gloucestershire GL56 0TL Closing date – 14th December Comments: No objections</p> <p>23/03488/FUL Full Application for Replacement garden room to rear of house, along with new traditional window openings at</p>

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		<p>Loxley House Broadwell Moreton-In-Marsh Gloucestershire GL56 0TL Closing Date - 14th December Comments: No objections 23/01678/FUL Full Application for Addition of entrance door, replacement windows and other associated works to</p> <p>Annex at Manor Farm Broadwell Moreton-In-Marsh Gloucestershire GL56 0YD Closing Date – 2nd November (expired and for info only re bat loft) No comments.</p> <p>It was noted an application was received post agenda for 23/0364/FUL – for demolition of two Dutch barns and creation of new dwelling with new detached garage and associated works at Dutch Barns and Yard at Manor Farm, Broadwell – Closing date 28/12/23 members will use their delegated power to comment.</p>
2312/10	Budget	Members discussed the estimated budget received from the clerk and RESOLVED for NB and EA as a working group to bring representation to the January meeting for approval.
2312/11	Projects	Members RESOLVED for the additional works to the bus shelter for replacing the guttering following recent roof works. They approved an expenditure which follows within their Financial Regulations for 4.1 NB noted that letters to go out to the cottages on the Green. Clerk to email Lynden Stow re grant funding. *NB, WN & RR left the meeting.
2312/12	Correspondence	Members noted correspondence from Cotswold District Council regarding polling station reviews. To note that Broadwell’s polling station remains at the village hall.
2312/13	Close	The Chairman closed the meeting at 8:50 pm.

MEETING ACTION POINTS

- To notify Democratic Services of our intention for representation. Emailed 7/12/23
- To collate the comments from PC and Village and send to DC and Demo Services.
- The Clerk will draw up a GPC policy for the next meeting.
- Clerk to action reinstatement details for role and payments of backdated pay and pay owed.
- Advertise bi monthly dates on website for meetings.
- To make planning comments on portal & collate delegated comments for the Dutch Barns.
- Clerk to email Lynden Stow re grant funding – emailed 7/12/23
- Clerk to write to the three cottages by the Green.
- NB & EA to bring budget to January meet.