

13/11/2024 Minutes for Broadwell Parish Council

The meeting opened at 19:00hrs

Members Present: Councillors Tony Leonard (TL), Rebecca Ross (RR), Emma Ashton (EA).

Members of Public – 2 & Kate Burtonwood (for Co-option)

Officer: Debbie Braiden, Proper Officer

Minutes for the Meeting 13th November 2024

2411/01	Apologies were received from Cllr Wodzianski. Cllr Morse not present.
2411/02	Members declared no interest.
2411/03/1	No reports were received from the District or County Cllrs.
2411/03/2	Residents raised concerns about the flooding in Kennel Lane outside their property. They paid for a CCTV camera to investigate which showed a collapse by the side of the road. The stream in their garden was drying up, so the water was probably diverting down the road causing the flood. They met GCC Highways on-site and received permission to conduct further investigations where the collapse was detected at the side of the road. The PC also agreed with a caveat that the tarmac was not disturbed.
2411/03/2.1	EA reminded the clerk the new dog bin needs to be relocated nearer to the end of Monarch's Way as it is too far down the hill. ACTION: Clerk to contact CDC. Tree by the bus stop – ACTION: TL to speak to the resident. TL asked for a confirmation letter to be sent to Mr Eckersley, Roses Cottage regarding the retention of access permissions across the PC land. ACTION: Clerk to draw up notice and send.
2411/04/1	It was RESOLVED that the minutes of the meeting held on 9th October 2024 be approved as a true record, and they were duly signed by the chairman.
2411/04/2	The action points were reviewed from July & October's meetings. Some items were found to be still outstanding. ACTION: Clerk to follow up. RR asked if the grass verge could be cut around the corner from the church to assist with road safety. The PC thanked Colin for the grass-cutting. ACTION: Clerk to contact William.

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2411/05	Members all RESOLVED for the co-option of Kate Burtonwood back to the council. Kate signed the 'Acceptance of office' form followed by the Proper Officer. ACTION: Clerk to send ROI.
2411/06/1	No update from the Traffic Calming Group . ACTION: RR asked if the clerk could chase Cllr Stowe for an update on the white gates and repainting on the roads. Ask when the road resurfacing is due to take place.
2411/06/2	No update for the flood plan . ACTION: TL asked the clerk to email Cllr Cunningham for an update. To also ask if DC can make the next two meetings on 8th January & 12th March, if not perhaps we can agree on different dates to accommodate him.
2411/06/3	Parking on Kennel Lane – There is no update regarding issues, with the Parish Council continuing to monitor and review the situation.
2411/06/4	Registration of Land & Ownership – members gave the clerk areas on a plan of land they believe the PC owns. It was RESOLVED for the clerk to obtain quotes from agents to register the land with the LR. ACTION: Clerk to clarify the plan and obtain quotes for the next meeting.
2411/07	1, 2 & 3 – No planning applications or planning correspondence has been received.
2411/08	To defer the play and defibrillator reports to the next meeting in Cllr. Wodzianski's absence. It was noted that she had reported the battery required changing soon.
2411/09/1	TL signed the clerk's timesheet for October.
2411/09/2	The clerk's actions were noted.
2411/09/3	It was RESOLVED to approve the clerk's leave for 16-28th December for 8 hours, noting she has 10 hrs remaining to 31/3/25.
2411/09/4	Items for the next agenda, approve the budget and precept figure.
2411/09/5	It was noted that the PC website is WCAG 2.2 Level AA compliant.
2411/09/6	The clerk confirmed that the new gov.uk emails were up and running. ACTION: Clerk to obtain new email for KB.
2411/09/7	ALL RESOLVED to approve the NJC pay rise of £1290 pro rata and backdated w.e.f 1/4/24. ACTION: Inform PATA to do back pay.

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FINANCE	
2411/10	<p>Receipts - Receipts of interest for Oct £11.06, Nov £12.17 and a CIL receipt of £3439.83 17/10/24. Total receipts approved £3463.06. ACTION: Clerk to chase LS for £3000 invoice.</p>
2411/11	<p>Payments – Payments for Oct £305.98, Nov £827.96. Total payments approved £1133.94</p>
2411/12	<p>Budget – The current budget details were noted and approved with no actions to take.</p>
2411/13	<p>Payments List – Resolved to approve both the paid and to-be-paid lists as in Appendix B attached to the minutes.</p>
2411/14	<p>Budget – members discussed and reviewed the draft budget from the clerk making amendments as necessary. ACTION: Clerk to amend budget sheet ready for approval in January 25 meeting.</p>
2411/15	<p>Banking – All correspondence from the bank was noted. 1 & 2) It was Approved for the clerk to investigate other bank accounts where the council would not be charged a monthly fee and to obtain more interest on the savings account. ACTION: The clerk will follow up with the new bank accounts. 3) It was Resolved that Rebecca Ross will be the new third bank signatory. ACTION: EA to obtain the necessary forms and add her to the Lloyds accounts and remove Nigel Brindley.</p>
2411/16	<p>Precept – Approved for this to be deferred and finalized in the January meeting.</p>
2411/17	<p>Finance Regs – All resolved for the council to use the new NALC FRs 2024 as amended to suit by the clerk.</p>
2411/18	<p>All correspondence was noted. RR encourages residents to register with Gigaclear as this will show how much demand there is within the village.</p>
2411/19	<p>With no further business to discuss, the Chair closed the meeting at 9:03 p.m. The council meetings for next year in 2025, will be held on the 8th of January, the 12th of March, with the Annual Parish Assembly and Parish Council meeting on May 14th, the 9th of July, the 10th of September, and the 12th of November.</p>

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ACTIONS

2411/03/2.1	The clerk to contact CDC to move the dog bin further up Broadwell Hill. Tree by the bus stop – TL to speak to the resident. TL asked for a confirmation letter to be sent to Mr Eckersley, Roses Cottage regarding the retention of access permissions across the PC land. Clerk to draw up notice and send.
2411/04/2	Clerk to follow up on last month's actions not completed Clerk to contact William re grass verge.
2411/05	Clerk to send ROI papers to Kate.
2411/06/1	RR asked if the clerk could chase Cllr Stowe for an update on the white gates and repainting on the roads. Ask when the road resurfacing is due to take place.
2411/06/2	Clerk to email Cllr Cunningham for an update. Can he make 8th January & 12th March,
2411/06/4	Land & Ownership - Clerk to clarify the plan and obtain quotes for the next meeting.
2411/09/6	Clerk to obtain new email for KB.
2411/09/7	Clerk to inform PATA to do back pay.
2411/10	Clerk to chase LS for £3000 invoice.
2411/14	Clerk to amend budget sheet ready for approval in January 25 meeting.
2411/15	The clerk will follow up with the new bank accounts. EA to add RR to the Lloyds accounts and remove Nigel Brindley.
2411/19	The clerk will add the new meetings to the website. 8 th of January, the 12 th of March, with the Annual Parish Assembly and Parish Council meeting on May 14 th , the 9 th of July, the 10 th of September, and the 12 th of November.