

BROOMFIELD PARISH COUNCIL

You are invited to attend a meeting of Broomfield Parish Council to be held on Wednesday 15th June 2016 in Broomfield Village Hall, Main Road, Broomfield at 7.30pm



Mrs Karen Hurrell
Clerk to Broomfield Parish Council
8th June 2016

Public Question Time is taken before the meeting and will last for 10 minutes at the discretion of the Chairman

1.	Apologies for absence
2.	To receive any Declaration of Interest from Councillors <i>All members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it.</i>
3.	To receive Councillor Carter's resignation
4.	To approve the minutes of Broomfield Parish Annual Council's Meeting 18th May 2016 *
5.	To receive report from County Councillor Aldridge for items not on agenda (max 10 minutes)
6.	To receive report from City Councillors for items not on the agenda (max 10 minutes)
7.	Financial Matters:
a.	To approve Financial Reports & Bank Reconciliations for Broomfield Parish Council & Broomfield Village Hall Charity Accounts against relevant Bank Statements
b.	To approve/ratify invoices/bill payments/direct debits/standing orders for payment up until date of meeting
c.	To approve any virements between budgets headings (if applicable)
d.	To consider purchase/rental of new photo copier for Parish Council Office
e.	To approve NALC 2016-2018 National Salary Award to staff backdated to 1.4.2016
f.	To consider legal costs regarding recent sale of Broomfield Football Clubhouse in Angel Meadow
g.	To approve the running of Senior Citizens' Lunch 2017
8.	To receive updates & to note from the following Committees:
a.	Property & Planning Committee
b.	Broomfield Village Hall Charity Management Committee
c.	Civic Amenities Committee
d.	Communications Committee
e.	Personnel Committee
f.	Financial & General Purposes Committee
9.	To approve Terms of Reference for the following Committees:
a.	Property & Planning Committee
b.	Civic Amenities Committee
c.	Broomfield Village Hall Charity Committee
10.	To ask the Clerk to research any recent Codes of Conduct on Roles, Responsibilities, Transparency etc which the Council should consider adopting
11.	Overarching Strategy Document
a.	Regular report and consideration of any changes (Cllr Smith)
b.	Clarification of any existing items & procedure for adding new items to the Strategy
12.	Erick Ave/Main Road Zebra Crossing: To receive examples of crossings researched by Cllr Daden
13.	To receive reports from Parish Councillors' responsibilities with respect to Village Life (reports to be taken

	<i>as read)</i>
14.	To receive reports from outside bodies/meetings/courses attended (<i>reports to be taken as read</i>)
15.	To note Risk Assessments undertaken (if any)
a.	Vandalism to Court Road Bus Shelter Notice Board– action – removed for repair
16.	To receive any correspondence:
a.	To note parking enforcement figures for May 2016
b.	To discuss Councillor Tranquada suggestion of informal meal for Councillors & Staff on 19/20/21 July at 6.30 pm
17.	Any other business for discussion purposes only & referral to next agenda