

BROOMFIELD PARISH COUNCIL

You are invited to attend a meeting of Broomfield Parish Council which will be held on Wednesday 15th October 2014 in Broomfield Village Hall, Main Road, Broomfield at 7.30 pm

Mrs Karen Hurrell
Clerk to Broomfield Parish Council
8th October 2014

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.	Declarations of Interest <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 approve minutes of Broomfield Parish Council Meetings:
a.	Broomfield Parish Council Meeting 17 th September 2014 *
4.	To co-opt new Councillors (if applicable)
5.	Essex Police
a.	To receive report to include incidents since the last meeting
6.	Receive report from County Councillor Aldridge for items not on agenda (max 10 mins)
7.	Receive report from City Councillors for items not on agenda (max 10 mins)
8.	Financial Matters
a.	To receive Financial Reports & Bank Reconciliations for Broomfield Parish Council Accounts against relevant Bank Statements
b.	To receive Financial Reports & Bank Reconciliations for Broomfield Village Hall Charity Accounts against relevant Bank Statements
c.	To approve/ratify invoices/bill payments/direct debits/standing orders for payment up until date of meeting
d.	To receive quarterly Budget Control as at 30 th September 2014
e.	To receive External Auditor Certificate and Opinion 2013/14 Accounts
9.	To adopt Polices:
a.	To consider & adopt Publication of Photographs Policy
b.	Alterations to Standing Orders number 3 (m)
10.	Property & Planning Matters to include:
a.	To note Planning Minutes & receive brief report from Planning Committee Chairman *
b.	To note Government consultation on Planning and Travellers to 23.11.14 please see: https://www.gov.uk/government/consultations/planning-and-travellers-proposed-changes-to-planning-policy-and-guidance
11.	Civic Amenities Matters (including Allotment Site) to include:
a.	To note Civic Amenities Minutes & receive brief report from Civic Amenities Chairman

12.	Personnel Committee
a.	Update on services of a Book-Keeper
b.	Update on Health & Safety Office – Stuart Jones
13.	Broomfield Village Hall Charity Management Committee to include:
a.	To receive Minutes & Chairman’s Report
b.	Letter from BVH Charity to Broomfield Parish Office regarding Letter of Confirmation for shared use of Office facilities
14.	To receive report from Working Parties (<i>if any</i>) Broomfield Communications/Village & Community Events/VDS & Parish Plan Action/Parish Council Strategy – Future Facilities
a.	Broomfield Communications: report on setting up of new website/domain names
b..	Report from Parish Council Strategy – Future Facilities Meeting - Update on potential purchase on Little Bishop’s Field & informal meeting with Cllr Whitehead Chelmsford City Council
15.	To receive report from Representatives to outside bodies/charities (Woollard’s Charity/Passenger Transport/Emergency Planning/Broomfield Hospital Liaison/Chelmsford Community Forum
16.	To receive reports from Councillors re areas of responsibilities for specific interest:
a.	School Age Children – Cllr Carter
b.	Under 5 Contact – Cllr Smith
c.	Elderly/Care Homes – Cllr Garwood
d.	Football/Cricket/Police – Cllr Garwood
e.	Library – Cllr Carter
f.	History & Heritage – Cllr Blake
g.	Public Houses – Cllrs Carter & Thomson
h.	Roads & Paths – Cllr Wrenn
i.	Publications Co-ordinator – Cllr Thomson
17.	Risk Assessments undertaken since last meeting – note, if any
18.	Correspondence Received – if any
a.	Letter re temporary prohibition of use order for footpath 23 *
19.	To receive items for information:
a.	To receive parking enforcement figures for September 2014
b.	To note anniversary of Broomfield Parish Council 120 years (est. 1894)
20.	Any other business for discussion purposes only & referral to next agenda
	<i>The date of the next meeting will be 19th November 2014</i>