

BROOMFIELD PARISH COUNCIL

You are invited to attend a meeting of Broomfield Parish Council which will be held on Wednesday 16th July 2014 in Broomfield Village Hall, Main Road, Broomfield at 7.30 pm

Karen Hurrell

Mrs Karen Hurrell
Clerk to Broomfield Parish Council
9th July 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 18 th June 2014 *
4.	To co-opt new Councillors (if applicable)
5.	Essex Police
a.	To receive report to include incidents since the last meeting
b.	Report from NAP Meeting held 10.7.14
c.	Introduction of 'Club Watch' for Broomfield Village Hall
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 and to approve Bank Reconciliations for Broomfield Parish Council & Broomfield Village Hall Charity Accounts against Bank Statements
b.	To approve/ratify invoices/bill payments/direct debits/standing orders for payment up until date of meeting
c.	To review quarterly Budget Control as at 30.6.14
d.	To note increase in cost of Broomfield Village Hall hire for meetings to £28.35
e.	To consider bad debt £25 for Broomfield Times Advert
9.	Property & Planning Matters to include:
a.	To note Planning Minutes & receive brief report from Planning Committee Chairman
10.	Civic Amenities Matters (including Allotment Site) to include:
a.	To note Civic Amenities Minutes & receive brief report from Civic Amenities Chairman
b.	Report from Community Litter Pick 19.6.14
c.	To note water leak & cost on allotment site
11.	Personnel Committee
a.	To approve Minutes <i>(if appropriate)</i>
12.	Broomfield Village Hall Charity Management Committee to include:

a.	To receive Minutes, Financial Report & Chairman's Report
b.	To adopt Terms of Reference
13.	To receive report from Working Parties (if any) Broomfield Communications/Village & Community Events/VDS & Parish Plan Action/Parish Council Strategy – Future Facilities
a.	Report on Broomfield Communications Working Party Meeting 10.7.14 & to agree budget for creation of website
b.	Report from Parish Council Strategy/Future Facilities Working Party – to consider letter received from Whirledge & Nott re potential purchase of Little Bishops Field
14.	To receive report from Representatives to outside bodies/charities (Woollard's Charity/Passenger Transport/Emergency Planning/Broomfield Hospital Liaison/Parish Paths Partnership/Chelmsford Community Forum
15.	To receive reports from Councillors re areas of responsibilities for specific interest:
a.	School Age Children – Cllr Carter - Presentation of Centenary Cup to Broomfield Primary School
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 - To receive a request from Brumfelda (local history group) for funding for archaeological investigation in the region of £500
g.	Public Houses – Cllrs Carter & Thomson
h.	Roads & Paths – Cllr Wrenn
i.	Publications Co-ordinator – Cllr Thomson
16.	Risk Assessments undertaken since last meeting – note, if any
a.	Centenary Wood – possible health & safety risk to be investigated
17.	Correspondence Received – if any
a.	Notification received from Essex Highways re temporary prohibition of use to Bridleway 37 for 6 months
18.	To receive items for information:
a.	To receive parking enforcement figures for June 2014
b.	EALC Councillor Training Days – Cllrs Carter & Mullender
c.	EALC Training – Pension Legislation 15.7.14 Clerk
d.	EALC Annual General Meeting Thursdays 18.9.14
19.	Any other business for discussion purposes only & referral to next agenda
	<i>The date of the next meeting will be 17th September 2014</i>