

BROOMFIELD PARISH COUNCIL

You are invited to attend a meeting of Broomfield Parish Council to be held on Wednesday 18th November 2015 in Broomfield Village Hall, Main Road, Broomfield at 7.30pm

Karen Hurrell

Mrs Karen Hurrell
Clerk to Broomfield Parish Council
11th November 2015

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 co-opt new Councillors – if applicable
4.	To approve the minutes of Broomfield Parish Council's Meeting 16.9.15 *
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
8.	To receive Proposal on reorganisation and refocussing of full Parish Council meetings *
9.	To receive minutes of Committee Meetings: (taken as read, questions only)
a.	Property & Planning Committee
b.	Communications Committee
c.	Broomfield Village Hall Charity Management Committee
d.	Civic Amenities Committee
e.	To approve Personnel Committee
10.	To review reporting of Broomfield Parish Councillor's responsibilities with respect to Village Life i.e. School Age Children; Elderly/Care Homes; Library; Publications; Under 5 children; Police; History & Heritage; Public Houses; Football/Sports Clubs; Social Events; Highway matters
11.	To receive reports from outside bodies (reports to be taken as read)
12.	To note Risk Assessments undertaken
a.	To update Emergency Plan
13.	To receive any correspondence:
a.	To note parking enforcement figures for October 2015
14.	Any other business for discussion purposes only & referral to next agenda

** denotes item emailed with agenda (or to follow) Hard copies to be requested from Parish Office if required*