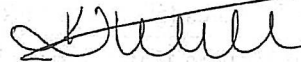


BROOMFIELD PARISH COUNCIL

You are invited to attend a meeting of Broomfield Parish Council which will be held on Wednesday 18th June 2014 in Broomfield Village Hall, Main Road, Broomfield at 7.30 pm



Mrs Karen Hurrell
Clerk to Broomfield Parish Council
11th June 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 21 st May 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 of graffiti on Court Road Bus Shelter	
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 approve transfers to/from NSB Earmarked Reserve Account: Transfer £23,528 to Earmarked Reserve (PWB Loan Repayments) from General Fund Transfer £33,456.66 from Earmarked Reserve (PWB Loan Repayments) to cover 2 x PWB Loan Repayments Transfer £7,405.48 from Earmarked Reserve (S106 & Playground Equipment) for Angel Meadow Play Area replacement fencing	
d.	To adopt revised Financial Regulations	
e.	Request received from Broomfield Village Hall Charity to fund the re-siting of the Kickwall, architects drawings and submission of plans cost £2,000 – to discuss & approve expenditure (if applicable) & from which budget	
9.	Property & Planning Matters to include:	
a.	To adopt Terms of Reference	
b.	To note Planning Minutes & receive brief report from Planning Committee Chairman	*
10.	Civic Amenities Matters (including Allotment Site) to include:	
a.	To adopt Terms of Reference	

b.	To note Civic Amenities Minutes & receive brief report from Civic Amenities Chairman
c.	Community Litter Pick – Volunteers required Thursday 19 th June 10 – 1pm
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
13.	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.	Names of Working Parties to be confirmed
b.	Broomfield Times – Cllr Garwood meeting with Editor
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
a.	Hospital Liaison Meeting 17.6.14
15.	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
16.	Risk Assessments undertaken since last meeting – note, if any
17.	Correspondence Received – if any
18.	To receive items for information:
a.	To receive parking enforcement figures for May 2014
b.	To note Village Coffee Morning – first Wednesday of each month – Broomfield Village Hall
c.	To consider use of sirens along Main Road
d.	To note the fire damage to Broomfield Football Club
e.	To note new bus shelter to be installed on Main Road (outside The Angel) funded by Local Highways Panel
19.	Any other business for discussion purposes only & referral to next agenda
	<i>The date of the next meeting will be 16th July 2014</i>