

BROOMFIELD PARISH COUNCIL

Dear Councillor

You are summoned to attend the Meeting of Broomfield Parish Council to be held on Wednesday 21st August 2019 in the Village Hall, Main Road, Broomfield at 7.30pm.



Michael Letch
Clerk to the Council

19/173.	Members attending Motion. To record and accept apologies for absence
19/174.	To consider recording the meeting.
19/175.	To approve the minutes of Broomfield Parish Council's Meeting 7th May 2019. Motion: The minutes of Full Council Meeting are accepted as a true record.
19/176.	To receive any Declaration of Interest from Councillors.
19/177.	Public Question Time. The meeting may be temporarily suspended for up to fifteen minutes if members of the public wish to comment on agenda items or items of interest or concern to the parish.
19/178.	Receive report from City Councillors for items not on the agenda.
19/179.	To note financial reports for June 2019. To approve the bank statement and reconciliation for June 2019. To note cashbook, income and expenditure for June 2019. To note payroll for June 2019. Motion: The Council approves the financial records for June 2019 noting the reconciliation figure of £167,145.00
19/180.	To note financial reports for July 2019. To approve the bank statement and reconciliation for July 2019. To note cashbook, income and expenditure for July 2019. To note payroll for July 2019. Motion: The Council approves the financial records for July 2019 noting the reconciliation figure of £158,922.81
19/181.	Correspondence Days Close complaint about cycleway Request from EALC on health and wellbeing Introduction from Madelayne Court Invitation to NHS annual meeting.

19/182.	<p>Consultations Election survey NALC</p> <p>Call for representatives on Chelmsford Association of Local Councils</p>
19/183.	<p>To note the findings of the internal audit report and agree actions. Motion. The Council notes the report and approves .</p>
19/184.	<p>To receive a Report on the Neighbourhood Plan:</p> <p>a) Plan timetable b) GP Surgery.</p>
19/185.	<p>To consider establishing a strategic forward plan.</p> <p>Motion. The Clerk will maintain a longlist of potential capital schemes, from suggestions made by Councillors which will be regularly reviewed for relevance and opportunity.</p>
19/186.	<p>To consider the council's response to the revised library strategy and to note the update from SOLE.</p>
19/187.	<p>To note feedback from Broomfield Place consultation event and to review next actions.</p>
19/188.	<p>To consider options for the future occupancy of the allotment barn.</p> <p>To consider offering the Cottage Gardeners a formal lease.</p> <p>Offer the Society the security of a ten year lease with a break point at five years. The lease would be professionally prepared and the rent would be based on an independent valuation. This would offer the society the security to enhance their occupancy and extend the service they offer the community.</p> <p>To consider extending the six month rolling agreement.</p> <p>Offer the Society a continuation of their current occupancy; annual review of informal agreement with six months' notice on either sides. This would offer the Society the flexibility they have previously enjoyed and would not tie them to a long-term commitment. It would also allow the Council to consider other ways to improve the usefulness of the barn.</p>
19/189.	<p>To note the formation of an allotment association.</p>
19/190.	<p>To note conditions placed on remedial works to the pavilion.</p>
19/191.	<p>To consider revising the published schedule of council meetings.</p>
19/192.	<p>To note minutes from the following Committees:</p>
19/193.	<p>Communications. To note that magazine editorial and collation, facebook and other social media outlets will be managed by the office staff.</p>

193.1.	Finance Committee. No meeting.
193.2.	Broomfield Village Hall Committee. Meeting of August 5 th To note completion of adventure cycleway. To note preparations for opening event.
193.3.	Village Amenities Committee. Meetings of June 12 th and July 10 th To consider a quote for remedial work to village hall footway.
193.4.	Property & Planning Committee. Meetings of June 5 th , July 3 rd and August 7 th
193.5.	Broomfield Times working group. To note the preparation of the next edition of the magazine. To note the resignation of Selina Matthews as editor To note that preparation of the magazine will be taken in house.
19/194.	To receive reports from Representatives to outside bodies/charities.
19/195.	To note the parking enforcement figures for July 2019
19/196.	To note planning enforcement figures for July 2019
19/197.	Items for next agenda Broomfield library Special Constables Play streets