

BROOMFIELD PARISH COUNCIL

Dear Councillor

You are summoned to attend the meeting of Broomfield Parish Council to be held on Wednesday 20th October at 7.30 p.m. in the Broomfield Parish Council Village Hall for the transaction of business as set out below.

Mark Hembury

Mark Hembury
Clerk to the Council

21/212	Members attending. Motion. To record and accept apologies for absence
21/213	Declarations of interests
21/214	To approve the minutes of the Council Meeting held on 15th September 2021. Motion. The minutes of the Full Council meeting are accepted as a true record.
21/215	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.
21/216	Receive report from County Councillor for items not on agenda.
21/217	Receive report from City Councillors for items not on the agenda.
21/218	Correspondence None received
21/219	Consultations None received
21/220	Reports from Councillors on outside bodies Local Highways Panel – Councillor Daden Woolards Charity – Councillor Faulds Broomfield Hospital Liaison – Councillors Daden, Mercer and Blake Football Sports Clubs – Councillor Daden Elderly Care Homes – Councillor Hubble Transport – Councillor Thomson Schools – Councillor Hance
21/221	To note financial reports for September 2021. To approve the bank statement and reconciliation for September 2021. To note cashbook, income and expenditure for September 2021. To note salary payments for September 2021. Motion: The Council approves the financial records for September 2021 noting the reconciliation figure of £214,430.45
21/222	Confirmation of Clerk following completion of probationary period

	Motion Following the completion of a six-month probationary period, Mark Hembury is confirmed in his role as Clerk.
21/223	Chelmsford City Council Community Governance Review Consultation is taking place on the Recommendations agreed by CCC on 22.9.21. The recommendations for Broomfield are broadly in line with the Parish Council's representations during the initial consultation (see para 4.78, page 62 of this document) Motion: The Council welcomes the Community Governance Review's recommendations for Broomfield Parish and authorises the Planning Committee to respond accordingly to the current consultation.
21/224	To approve the Core Values document as published Motion: The Council supports and adopts the Core Values as published in the Core Values document.
21/225	School Lane. To receive an update on progress and propose the setting up of a Working Group to deal with this issue. Motion: The Council approves of establishing a Working Group to deal with this issue.
21/226	To receive an update on the 5-10 year development plan
21/227	To note the final conclusion of audit report from external auditors PKF Littlejohn.
21/228	Chelmsford City Council Remuneration Panel has approved a scheme of allowances that can be adopted by Parish Councils to provide Parish Councillors with the opportunity to claim expenses incurred in their role as Parish Councillors. Motion: The Parish Council approves the adoption of the scheme of allowances, providing an individual allowance of £300 per Parish Councillor, funded for the current year from reserves.
21/229	To receive an update on the progress of the Neighbourhood Plan.
21/230	Broomfield Parish Council is considering establishing a Bereavement Support Group. As part of this proposal, an allotment site is to be allocated for their use. Motion: The Council approves of renting an allotment space for the use of the Bereavement Support Group.
21/231	In the internal auditor's report, a recommendation was made that the level of fidelity cover within our insurance policy should be increased to the recommended level of year-end balance plus 50% of precept (Increase from £250,000 to £400,00) This additional cover would require an increase in annual premium of £426.13 Motion: The Council approves of the increase in fidelity insurance cover to £400,000.
21/232	To note minutes from the following Committees:
21/232.1	Finance Committee 22 nd September – No meeting held
21/232.2	Village Amenities Committee 8th September (draft)
21/232.3	Property & Planning Committee 6th October – Meeting inquorate.

21/232.4	Communications Committee – none since 5 th August. An update will be provided.
21/232	Matters for the next meeting