

# Broadwell Parish Council

**Public notice is given for a meeting of Broadwell Parish Council to be held on 10<sup>th</sup> January 2024 at the village hall, beginning at 7.00 p.m.**

Addressed to Cllr T Leonard (TL) Chairman, Cllr E Ashton (EA), Cllr W Neill (WN), Cllr N Brindley (NB), Cllr A Wodzianski (AW), Cllr R Ross (RR) & Cllr C Morse (CM)

Dear Councillors, you are hereby summoned to attend the above meeting of Broadwell Parish Council, to be held to transact the business listed in the agenda below. Members of the public and press are welcome to attend.

Signed:  Deborah Braiden, Clerk & RFO to the council. DATE: 3/01/2024

| <b>Agenda for Broadwell Parish Council</b> |                             |   |
|--|-----------------------------|---|
| <b>1</b>                                   | <b>Apologies</b>            | Members who cannot attend a meeting should tender apologies to the Parish Clerk or the Chairman. Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting.  |
| <b>2</b>                                   | <b>Interest declaration</b> | Members are invited to declare <b>disclosable pecuniary</b> interests and other interests in any items listed on this agenda. Note: EA continued interest carried forward for the flood plan. As required by the Council's Code of Conduct for Members and the Localism Act 2011.   |
| <b>3</b>                                   | <b>Public Recess</b>        | <b>3.1</b> Members of the public are invited to make representations to the Council on any matters relating to the work of the Council. Public Bodies (Admission to Meetings) Act and to respond to items received.<br><b>3.2</b> Members to present parishioner's views and comments received.   |
| <b>4</b>                                   | <b>Minutes</b>              | <b>To approve</b> the <b>minutes</b> of the Parish Council meetings held on 8 <sup>th</sup> November & 4 <sup>th</sup> December 23.   |
| <b>5</b>                                   | <b>Reports</b>              | <b>To receive</b> reports from the District and County Councillors.<br><b>Cllr Cunningham</b> is invited to update the PC on the enforcement progress for the Smithy.   |
| <b>6</b>                                   | <b>Projects</b>             | <b>6.1 To receive</b> an update from the Traffic Calming Group.<br><b>6.2 To discuss and approve</b> actions for planting trees to narrow the road as a traffic calming measure, note for budget.<br><b>6.3 To discuss and approve</b> actions for the installation of white gates, note for budget.<br><b>6.4 To review progress</b> on resurfacing and other projects, note for budget.<br><b>6.5 To discuss</b> improving the mobile signal in the village.<br><b>6.7 To discuss</b> whether the council would like to declare a climate crisis. If so, discuss and approve ways in which the council can improve its carbon footprint, and agree to the creation of a climate policy and Action Plan. |
| <b>7</b>                                   | <b>PLANNING</b>             | <b>7.1 To consider</b> applications received.<br><b>7.2 To receive &amp; discuss</b> planning correspondence received.<br><b>7.3 To note any decisions</b> and comments made by email with delegated authority (Minute 221109/8/3 & Broadwell PC SO 15/b) <ul style="list-style-type: none"><li>• <b>23/03647/FUL</b> – Full application for Demolition of two Dutch Barns and creation of new dwelling with new detached garage and associated works at Dutch Barns and Yard at Manor Farm Broadwell – Closing date 28/12/23<br/><b>Comments – No objections by PC</b></li></ul>   |

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|---------------------|--------------------------------|---|
|                     |                                | <ul style="list-style-type: none"> <li>• <b>23/03447/FUL</b> Full Application for the proposed demolition of existing stables and storage barn and erection of garage block including ancillary garden store, workshop, and home office at North Rye House, GL56 0XU – Closing date 4/1/24 – <b>Comments – No objections by PC</b></li> <li>• <b>23/03974/AGFO</b> – Agricultural of Forestry Notification for Prior notification for a traditional agricultural Dutch Barn at Land (e) 419390 (n) 226619 Broadwell – Closing date 4/1/24 – <b>Comments – No objections by PC</b></li> </ul> <p><b>7.4 To receive, discuss,</b> and approve comments for post-agenda applications received.<br/>(Clerk to advise)</p> |
| <b>8</b>            | <b>Clerk Items</b>             | <p><b>8.1 To approve</b> clerk’s timesheets for November &amp; December.<br/> <b>8.2 To note</b> annual leave taken 23/12 – 27/23/23 (4 hours).<br/> <b>8.3 To note</b> the clerk’s action sheet.<br/> <b>8.4 To approve</b> the attached General Power of Competency Document for Broadwell PC.<br/> <b>8.5 To discuss &amp; approve</b> the installation of Scribe accounting for the clerk w.e.f. 1/4/24.<br/> <b>8.6 Clerk to receive</b> suggestions for the <b>next agenda</b>.</p>   |
| <b>9</b>            | <b>Boundary Commission</b>     | <b>To discuss</b> the Boundary Commission review and any comments from Broadwell Parish Council that should be submitted.   |
| <b>10</b>           | <b>Stow NDP</b>                | <b>To discuss</b> any updates if any and agree on any actions.  |
| <b>FINANCE</b>      |                                |   |
| <b>11</b>           | <b>Income</b>                  | <b>To receive and approve receipts</b> of Interest and income for October, November & December 23. It is noted a receipt of £4.58 to balance an overpayment of salary for the outgoing clerk was received.  |
| <b>12</b>           | <b>Expenditure</b>             | 1) <b>To receive and approve expenditures</b> for October, November & December 23.<br>2) <b>To note</b> that the charges for the HR service from PATA has increased from January 24.  |
| <b>13</b>           | <b>Bank Recon</b>              | <b>To receive and approve</b> the third quarter bank balance reconciliation.  |
| <b>14</b>           | <b>Payments List</b>           | <b>To approve payments</b> paid, payments due, and receipts for recompense, as scheduled in Appendix A.   |
| <b>15</b>           | <b>Audit 23/24</b>             | <b>To note</b> the auditor GAPTC for 23/24 has been booked in.  |
| <b>16</b>           | <b>Bank Interest</b>           | <b>To discuss and review</b> whether to move money from the savings account to a higher interest account in Lloyds or another bank.   |
| <b>17</b>           | <b>Budget 24/25</b>            | 1) <b>To review</b> the draft budget and approve a <b>budget</b> for 24/25.<br>2) <b>To approve precept</b> for 24/25 following budget approval.  |
| <b>SUNDRY ITEMS</b> |                                |   |
| <b>18</b>           | <b>Correspondence Received</b> | <b>To receive and note</b> the <b>correspondence</b> list in Appendix B. To agree on any actions.   |
| <b>19</b>           | <b>Close</b>                   | To record the end of the meeting.   |