



Broomfield Parish Council

Minutes of the Broomfield Parish Council's Finance Committee.

Held in Broomfield Village Hall at 7.30 p.m. on Wednesday 22nd March 2023

FIN22/28 Members Attending

Chairman Cllr Bleet. Also present Councillors Blake, Steed and Faulds.

Officer present, Parish Clerk, Mark Hembury

Apologies for absence were received from Cllrs Barnes and Mercer

Resolved: Apologies for absence from Councillors Barnes and Mercer are accepted. Proposed by Cllr Bleet and seconded by Cllr Steed. All in agreement.

FIN22/29 Declarations of interests

There were no declarations of interests

FIN22/30 To approve the minutes of the Committee Meeting held 7th December 2022.

Resolved: The minutes are accepted as an accurate account.

Proposed Cllr Bleet and seconded Cllr Faulds. All in agreement.

FIN22/31 To note the income and expenditure report to the end of month 11, February 2023.

This report was noted.

FIN22/32 To approve a social media optimisation proposal over a three-month period.

Resolved. The Committee approves of a social media optimisation proposal for a three-month period at a cost of £400 per month, money to be allocated from general reserves. Proposed by Cllr Steed and seconded by Cllr Faulds. All in agreement.

FIN22/33 To approve a virement to allocate funds for the social media optimisation proposal.

Following the decision reached under agenda item 22/32, there was no proposer for this motion and therefore the motion failed.

FIN22/34 To consider an appraisal system for Parish Council staff including a consideration of working terms and conditions.

The Committee agreed that the model to be followed would include an annual appraisal. Further discussions would take place between the Chairman, Cllr Bleet and the Clerk to prepare a detailed proposal to be put before the next Finance and Personnel meeting.

- FIN22/35 To receive an update from the Clerk on staff development and to consider any future requirements.**
The Clerk updated the Committee on the various courses undertaken by Parish Council staff. There are no outstanding training needs identified and it was noted that a training budget has been provided for the coming financial year that would cover any future training needs.
- FIN22/36 To consider the implications of the Communication Plan and to ensure that communication is as effective as possible.**
Cllr Bleet reported that the Communication plan would be central to a discussion that will take place when the Communications Committee meets on 13th April with representatives from a social media company.
- FIN22/37 Agenda items for the next meeting**

The meeting closed at 9.32 p.m.