



Broomfield Parish Council

Minutes of the Broomfield Parish Council's Finance Committee.

Held in Broomfield Village Hall at 7.30 p.m. on Wednesday 23rd March 2022

FIN21/47 Members Attending

Councillors Bleet (Chairman for the meeting) Councillors Blake and Faulds.
Officer present, Parish Clerk, Mark Hembury

Apologies for absence were received from Councillors Barnes, Hubble and Mercer

Resolved Apologies from Cllrs Mercer, Barnes and Hubble are accepted.

Proposed by Cllr Faulds and seconded by Cllr Blake. Agreed unanimously.

FIN21/48 Declarations of interests

There were no declarations of interests

FIN21/49 To approve the minutes of the Committee Meeting held 24th November 2021.

Resolved The minutes are accepted as an accurate account.

Proposed Cllr Bleet and seconded Cllr Faulds. One abstention, others in agreement.

FIN21/50 To note the financial information including the income and expenditure report for the eleven months to the end of February 2022.

This information was noted.

FIN21/51 The Clerk will provide a breakdown for the various aspects of the end of year financial accounts closure timetable

The Clerk confirmed that accounts software would be closed on 20th May, The internal audit would take place on 30th May. AGAR documentation will be presented to Council for the June meeting. Accounts need to be submitted to PKF Littlejohn by the 1st July.

FIN21/52 To consider the existing funds held as CIL or Sec.106 payments and associated time limits and restrictions, in the light of future potential capital spending plans.

The Clerk confirmed that the CIL/106 monies spend had been re-profiled with the approval of Chelmsford City Council to provide that the total balance of £118955.66 was now held as CIL money.

Cllr Blake stated he had been in contact with Chris Radley at Essex County Council regarding the Neighbourhood Plan cycling route. The area in School Lane is being considered for improvements for safety. A letter has been sent to BT regarding access to a strip of lane running up to the telephone exchange. The Bloor Homes application has assumed the cycle route to the

city has been completed – this is not the case. The more information we have regarding the specific costs of the cycle route, the better position we would be in to make Bloor Homes make a payment for the cycle path. No substantial new CIL money is anticipated until 2026/7 A plan is needed for how to spend the money we have at present.

FIN21/53 To consider the relationship between the Parish Council and Village Hall in terms of provision of community activities and the associated costs, including staff costs.

A general discussion ensued regarding the role of the Parish Council for ensuring that the purpose of the Village Hall is fulfilled in terms of its charitable purpose.

FIN21/54 Agenda items for the next meeting

A five-year revenue plan.
CIL money – a 14 year plan.

The meeting closed at 9.28 p.m.