



Broomfield Parish Council

Dear Councillor

You are summoned to attend the meeting of Broomfield Parish Council to be held on Wednesday 18th October 2023 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

23/114	Members attending. Motion. To record and accept apologies for absence and to note the resignation from the Parish Council of Gloria Scott.
23/115	Declarations of interests To receive any declarations of interests from Councillors.
23/116	To approve the minutes of the Council Meeting held on 20th September 2023. Motion. The minutes of the Full Council meeting are accepted as a true record.
23/117	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.
23/118	To consider a co-option request.
23/119	To receive a report from the County Council for items not on agenda.
23/120	To receive a report from City Council for items not on the agenda.
23/121	Correspondence None received.
23/122	Consultations Chelmsford City Council – proposed extension to the Public Spaces Protection Order.
23/123	Reports from Councillors on outside bodies Local Highways Panel – Councillor Steel (County and City Councillor) Woolards Charity – Councillor Faulds Broomfield Hospital liaison – Councilor Blake Football Sports Clubs – Events and Fundraising Manager Elderly Care Homes – Events and Fundraising Manager Transport – Councillor Thomson Schools – Councillor Bowman Police – No current member to report
23/124	To note financial reports for September 2023 To approve the bank statement and reconciliation for September 2023 To note cashbook, income and expenditure for September 2023. To note salary payments for September 2023.

	Motion: The Council approves the financial records for September 2023 noting the current account reconciliation figure of £114,047.26
23/125	To review the annual charge made to Broomfield Cottage Gardeners for the rent of the Barn.
23/126	Following a series of meetings and discussions of options, the Council wishes to approve a proposal for the removal of the sleepers on Church Green at a cost of £5184.00. As there is no specific allocation within the budget, consideration will need to be given as to where any agreed expenditure would come from. Motion. The Council approves of the removal of the sleepers on Church Green at a cost of £5184.00.
23/127	Following the comments made during the Reg.14 consultation on the Neighbourhood Plan, a schedule of changes has been drawn up that will be incorporated within the text of the Neighbourhood Plan. The Council is asked to consider this schedule of changes. Motion. The Council approves the schedule of changes for incorporation within the draft Neighbourhood Plan.
23/128	Budget for the financial year 2024/25. The budget planning process for next year has started and an initial draft budget will be presented to the Finance Committee on 22 nd November. A draft budget will then be presented to the Full Council meeting on 20 th December for approval. The precept demand must then be submitted to the City Council by a date in early January. Details of the tax base to be used for next year should be received from the City Council soon. Members are asked to note the timescales above and make comments as necessary.
23/129	Following letters of complaint, it was agreed that a review would be undertaken into the use of Centenary Wood by Jayne's Nursery . The Council is asked to consider this matter.
23/130	To receive an update from the Clerk on matters arising from previous meetings.
23/131	To note minutes from the following Committees:
23/131.1	Finance and Personnel Committee – no recent meeting to consider.
23/131.2	Environment Committee – draft minutes from 11 th October.
23/131.3	Property & Planning Committee – draft minutes from 4 th October
23/131.4	Communications Committee – No recent meeting
23/131.5	School Lane Working Group – Chairman to provide update.
23/131.6	Neighbourhood Plan Working Group – minutes from 5 th October.
23/132	Matters for the next meeting