



Broomfield Parish Council

Dear Councillor

You are summoned to attend the meeting of Broomfield Parish Council to be held on Wednesday 12th June 2024 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

24/38	Members attending. Motion. To record and accept apologies for absence.
24/39	Declarations of interests To receive any declarations of interests from Councillors.
24/40	To approve the minutes of the Council Meeting held on 8th May 2024. Motion. The minutes of the Full Council meeting are accepted as a true record.
24/41	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.
24/42	To receive a report from the County Council for items not on agenda.
24/43	To receive a report from City Council for items not on the agenda.
24/44	Correspondence None received.
24/45	Consultations None received.
24/46	Reports from Councillors on outside bodies Local Highways Panel – Councillor Steel (County and City Councillor) Woollards 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 – Councillor Scott North West Parishes – Councillor Blake
24/47	To note financial reports for May 2024 To approve the bank statement and reconciliation for May 2024 To note cashbook, income and expenditure for May 2024. To note salary payments for May 2024. Motion: The Council approves the financial records for May 2024 noting the current account reconciliation figure of £ Awaits

24/48	To review the Council's Internal Control Strategy Document. Motion The Council approves the published internal control strategy document for 2024/25
24/49	To review the Council's Risk Management Document. Motion. The Council approves the published risk management document .
24/50	To approve the annual return for publication. Motion. The council approves a) The Annual Governance Statement 2023/24 and b) The Accounting Statement 2023/24 for publication.
24/51	The Council previously authorised the opening of a Business Savings Account with The Nationwide Building Society. Having submitted an application, the Business Savings Account was then withdrawn. An alternative proposal is the opening of a one year savings bond with Redwood Bank. This account is protected by the FSCS scheme. Motion. The Council approves of the opening of an account with Redwood Bank and the deposit of £40,000 in a one-year bond.
24/52	To review the Council Safeguarding Policy. Motion. The Parish Council approves of the Safeguarding Policy as published.
24/53	To review the Council Freedom of Information Policy. Motion. The Parish Council approves of the Freedom of Information Policy as published.
24/54	To review the Council Lone Workers Policy. Motion. The Parish Council approves of the Lone Workers Policy as published.
24/55	Chelmsford City Council is undertaking a review of its Local Plan. The Parish Council is asked to consider the response it wishes to make as part of the consultation process.
24/56	National Grid is undertaking a consultation process into its plan for the erection of pylons from Norwich to Tilbury. The Parish Council is asked to consider its response to this consultation process.
24/57	To review the Parish Council Infrastructure and Investment Plan.
24/58	To consider a grant request by Broomfield Village Hall Charity for the installation of a disabled ramp access to the rear office doorway. Motion. The Parish Council approves of a grant of £1860.00 to Broomfield Village Hall Charity for the installation of a disabled access ramp as described, funds to be taken from the CIL Earmarked reserve.
24/59	To receive an update from the Clerk on matters arising from previous meetings.
24/60	To note minutes from the following Committees:
24/60.1	Finance and Personnel Committee – Noted at Council Meeting of 20 th April
24/60.2	Environment Committee – minutes from Wednesday 15 th May.
24/60.3	Property & Planning Committee – minutes from Wednesday 5 th June.
24/60.4	Communications Committee – No recent meeting
24/60.5	School Lane Working Group – No recent meeting.

24/61	Matters for the next meeting
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