



Broomfield Parish Council

Dear Councillor

You are summoned to attend the meeting of Broomfield Parish Council to be held on Wednesday 20th March 2024 at 7.30 p.m. in the Broomfield Village Hall for the transaction of business as set out below.

Mark Hembury

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Clerk to the Council

23/223	Members attending. Motion. To record and accept apologies for absence.
23/224	Declarations of interests To receive any declarations of interests from Councillors.
23/225	To approve the minutes of the Council Meeting held on 21st February 2024. Motion. The minutes of the Full Council meeting are accepted as a true record.
23/226	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.
23/227	To receive a report from the County Council for items not on agenda.
23/228	To receive a report from City Council for items not on the agenda.
23/229	Correspondence Notification of new address to be allocated – Chelmsford City Council.
23/230	Consultations None received.
23/231	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 – Councillor Scott North West Parish's Group – Councillor Blake
23/232	To note financial reports for February 2024 To approve the bank statement and reconciliation for February 2024 To note cashbook income and expenditure for February 2024. To note salary payments for February 2024. Motion: The Council approves the financial records for February 2024 noting the current account reconciliation figure of £21,534.69

23/233	Angel Lane and Parsonage Green Pond are both areas of land that the Parish Council have managed and maintained without interruption for in excess of the last 15-20 years at least. Neither areas of land are registered with Land register with details of ownership. The Council is asked to approve a formal application to Land Registry to register the Parish Council as owner. Motion. The Parish Council approves of instructions being issued to a solicitor to formally request registration of Parsonage Green Pond and Angel Lane in the name of Broomfield Parish Council.
23/234	Following receipt of an anonymous complaint, the Chairman has produced a report which is presented for consideration by the Council.
23/235	The Chairman will provide an update on the Village Gateway project.
23/236	The Council is asked to consider signing up to the Civility and Respect Project.
23/237	The Council is asked to approve a Whistleblower Policy.
23/238	A project to install Electric Vehicle Charging points in the Village Hall Car Park has been considered for some time. A final proposal is now ready to be considered by the Parish Council. The installation of the charging points is proposed for the area of the car park that is owned by the Parish Council and the new assets will be owned by the Parish Council. An Investment and Infrastructure Plan assessment is attached. Agreement will be needed from the Village Hall Trustee to access the Village Hall power supply, who will in turn be granted any financial benefits that are accrued from the use of the chargers. Motion. Subject to the agreement by the Village Hall Trustee, The Parish Council approves of the installation of two Electric Vehicle charging points in the Village Hall car park at a cost of £7,891.20, the cost of this project to be allocated from the CIL Earmarked reserve..
23/239	A review of the policies and procedures of the Parish Council is planned, alongside the current Village Hall review. The report attached describes how we will carry out this review. Members should note that all aspects of the review should remain confidential until the final report is published in a few months time. Motion. The Parish Council approves of carrying out the review as described within the attached report.
23/240	The Council is asked to approve a number of Earmarked reserves to be carried forward to the next financial year (subject to any subsequent spending approved or further funds deposited) as follows – EMR – CIL Funds £109,802.67 EMR – Noticeboards £1000.00 EMR – Tree for Life £404.24 EMR – School Lane £17,379.66 EMR – Seniors Lunch £547.00 EMR – Van replacement £4000.00 Motion. The Council approves of carrying forward the Earmarked Reserves as shown.
23/241	To deal with various Committee budgetary overspends and known spending commitments, a number of virements are presented for Council approval follows – £845 from 4065/100 (Cllr.expenses) to 4140/110 (Computer Equipment and Maint.) £1280 from 4200/110 (Grants) to 4581/500 (Seniors Lunch)

	£240 from 4060/100 (Cllr. Training) to 4581/500 (Seniors Lunch) Motion. The Council approves of the virements as shown.
23/242	The Council will consider an update on the Pylons project.
23/243	The Council will receive a report from the Events Manager on the Eco Day held on 16th March.
23/244	To receive an update from the Clerk on matters arising from previous meetings.
23/245	To note minutes from the following Committees:
23/245.1	Finance and Personnel Committee – no recent meeting
23/245.2	Environment Committee – draft minutes from 13 th March
23/245.3	Property & Planning Committee – no meeting held in March – not quorate.
23/245.4	Communications Committee – No recent meeting
23/245.5	School Lane Working Group – Chairman to provide update.
23/245.6	Neighbourhood Plan Working Group – no recent meeting.
23/245.7	Health and Wellbeing – Chairman to provide an update.
23/245.8	Traffic and Travel Working Group – Chairman to provide an update.
23/246	Matters for the next meeting