



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 January 2025

FIN24/24 Members Attending

Chairman Cllr Bleet. Also present Councillors Blake, Faulds and Bowman.
Apologies were received from Councillor Barnes.
Officer present, Parish Clerk, Mark Hembury
Resolved. Apologies for absence were accepted from Councillor Barnes.
Proposed by Cllr. Faulds and seconded by Cllr. Bowman. All in agreement.

FIN24/25 Declarations of interests

There were no declarations of interests

FIN24/26 To approve the minutes of the Committee Meeting held 27th November 2024.

Resolved: The minutes of the Finance meeting held on 27th November 2024 are accepted as a true record. Proposed by Cllr. Faulds and seconded by Cllr. Bowman. All in agreement.

FIN24/27 To note the income and expenditure report and Earmarked Reserves to the end of December 2024

These reports were noted.

FIN24/28 Councillors Bleet and Bowman have undertaken a comprehensive review of the Parish Council/Village Hall policies, procedures and staff roles and responsibilities. Cllr. Bleet will update the committee on the progress so far and outline the next steps to be taken.

The Clerk provided the committee with an update on the HR advice received from Worknest – due to the difference between the roles of Deputy and Assistant Clerk, and the nature of the new RFO role and the content of the business case, the redundancy process should be treated as a stand-alone process. An email received from Worknest would be sent to the committee members with the attachments explaining the steps to be taken. Cllr. Bleet stated that she and Cllr. Bowman would agree on a date to speak to the staff member concerned as the first part of the process.

FIN24/29 To consider the latest position regarding Bloor Homes and any sec.106 agreements that will impact upon the future income of the Parish Council.

Cllr. Blake reminded the committee that the date for the Neighbourhood Plan referendum had now been set for Thursday 27th February and that reserved matters were remaining for sign-off on the Bloor application. It was unclear if these reserved matters included more than just the sec. 106 agreement and when this might be finalised.

FIN24/30

To review the Parish Infrastructure and Investment Plan (PIIP) and forecasting tool and to consider how any prioritisation of potential projects should be done.

The Clerk provided a breakdown of the Community Infrastructure Levy (CIL) funds currently held – the total held as an earmarked reserve is £98,013.90. Of this total, £42,696.83 falls to be spent during the financial year 2025/26 or it becomes potentially subject of a return to the City Council. The Committee were reminded that the City Council has the discretion to allow monies to go unspent beyond five years, if there is a large project to which these funds are being committed.

The committee then reviewed the list of projects on the PIIP list. A discussion took in the possible Assets of Community Value (ACVs) in the village, but a consensus was reached that there are no ACVs worth considering at present. There was a re-cap of projects that had been completed.

An air source heat pump for the Village Hall was agreed as a new inclusion for the list, and a plan was needed to take possible advantage of a £7000 government grant that is currently available.

Cllr. Blake presented a schematic diagram for consideration, which might help to provide a focus on how the CIL money might be spent – both funds held at present and future receipts. The short term was considered up to 2029 and the longer term to 2036. Projects were then divided into four areas –

Travel and Transport (e.g. cycle paths), New Open Spaces (e.g. Broomfield Place), Village Hall and David Smith Field (Heat pump) and finally Smaller Projects (e.g. history boards).

A group could be established to look at each of the four areas and prioritise spending, identifying short term and long term projects and reach agreement over allocation of CIL money held.

FIN24/31

Agenda items for the next meeting.

The next meeting of the Committee will be scheduled in due course.

The meeting closed at 9.05 p.m.