



Broomfield Parish Council

Dear Councillors

You are summoned to attend a Full Council meeting of Broomfield Parish Council to be held on **Wednesday 10th December 2025 at 7.30pm** at Broomfield Village Hall for the transaction of business as set out below.

Press and public are warmly invited to attend. Meeting packs for this agenda are available on the website www.broomfield-pc.gov.uk

Abi Wood, Clerk to the Council

Agenda

FC25/155	To receive and approve apologies for absence
FC25/156	To receive Councillors declarations of interests and dispensation requests
FC25/157	To approve the minutes of the Council Meeting held on 12th November 2025
FC25/158	Public Participation session <i>The session will last for 15 minutes, and the time will be distributed between those wishing to speak.</i>
FC25/159	To receive a report from the County Council for items not on agenda
FC25/160	To receive a report from City Council for items not on the agenda
FC25/161	Reports from Councillors on outside bodies a) Local Highways Panel – Councillor Steel (County and City Councillor) b) Woollards Charity – Councillor Faulds c) Broomfield Hospital liaison – Vacant d) Football Sports Clubs – Events and Fundraising Manager e) Elderly Care Homes – Events and Fundraising Manager f) Transport – Councillor Thomson g) Schools – Vacant h) Police – Councillor Scott i) Northwest Parishes – Vacant
FC25/162	Parish Council finances a) To approve the bank statement and reconciliation for November 2025 b) To note cashbook, income and expenditure for November 2025 c) To approve the new council Investment Policy d) To approve the opening of a Unity Trust savings account e) To agree the Precept and Budget for 2026/27
FC25/163	Specific projects and discussions a) To agree the proposed Co-option policy b) To agree the proposed Staff Handbook (Finance and Personnel Committee) c) To agree a response to the Chelmsford Local Plan Review (Planning Committee) d) To agree a response to the Governance review consultation on parishing central Chelmsford e) To agree a response to the Local Government Reorganisation consultation
FC25/164	To note minutes from the following Committees a) Finance and Personnel Committee – Draft minutes from Wednesday 3rd December b) Environment Committee – Draft minutes from Wednesday 19th November c) Planning Committee – Draft minutes from Wednesday 5th November
FC25/165	Clerk's update
FC25/166	Items for inclusion in the next agenda
FC25/167	Chair to close the meeting The next Full Council meeting is on Wednesday 14th January 2026 at 7.30pm