



Broomfield Parish Council

Dear Councillors

You are summoned to attend the meeting of Broomfield Parish Council to be held on **Wednesday 12th November 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.

Abi Wood, Clerk to the Council

25/142	To receive apologies for absence
25/143	To receive Councillors announcements, declarations of interests and dispensations requests
25/144	To approve the minutes of the Council Meeting held on 8th October 2025
25/145	Public Participation session
25/146	To receive a report from the County Council for items not on agenda
25/147	To receive a report from City Council for items not on the agenda
25/148	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) North West Parishes – Vacant
25/149	Parish Council finances a) To approve the bank statement and reconciliation for October 2025 b) To note cashbook, income and expenditure for October 2025 c) To note salary payments for October 2025 d) To consider suitable projects for the 2026-2027 budget
25/150	Specific projects and discussions a) To approve the IT policy to meet the new Annual Return Assertion 10 requirements b) To continue the open space adoption discussion and agree next steps c) To continue the discussion regarding supporting the Church with tree works d) To receive a verbal update on the Kings Arms meeting on the 23rd October e) To note the acceptance of a Development Consent Order for the Norwich to Tilbury Project f) To approve an proposed annual rental agreement for a new office photocopier g) To receive an update on CIL spend and to agree next steps
25/151	To receive an update from the Clerk
25/152	To note minutes from the following Committees a) Finance and Personnel Committee – No recent meeting b) Environment Committee – Draft minutes from Wednesday 15th October c) Property & Planning Committee – Draft minutes from Wednesday 1st October d) Communications Committee – No recent meeting e) School Lane Working Group – No recent meeting
25/153	Items for inclusion in the next agenda
25/154	Chair to close the meeting The next Full Council meeting is on Wednesday 10th December 2025 at 7.30pm