



Broomfield Parish Council

**Minutes of the Finance and Personnel meeting of Broomfield Parish Council
held in Broomfield Village Hall
on Wednesday 3rd December at 2pm**

Members in attendance	J Barnes (Chair), G Garfield, A Faulds, S Perera-Morris
Members not in attendance	M Bleet, P Travis
Others in attendance	A Wood, Clerk and RFO

FIN25/13	To receive apologies for absence Apologies were received and accepted for Cllr Bleet Proposed: Cllr Barnes Seconded: Cllr Faulds All agreed.
FIN25/14	To receive Councillors announcements, declarations of interests and dispensations requests None were presented.
FIN25/15	To approve the minutes of the committee meeting held on 2nd July 2025 The minutes were approved as a correct record of the meeting and signed by Cllr Barnes. Proposed: Cllr Faulds Seconded: Cllr Perera-Morris All agreed.
FIN25/16	Public Participation session None present.
FIN25/17	To review the parish council's finances a) To agree the proposed 2026/27 precept for recommendation to Full Council After a review of finances, it was resolved to recommend an increase of 3% on the precept (£237067 / £109.39 Band D). Proposed: Cllr Barnes Seconded: Cllr Faulds All agreed b) To agree the proposed 2026/27 budget for recommendation to Full Council After a review of finances and a few amendments to the proposed document, a final draft was resolved to be presented to the Full Council for adoption. Proposed: Cllr Barnes Seconded: Cllr Faulds All agreed c) To agree the proposed investment policy and new savings account for recommendation to Full Council It was agreed that the proposed investment policy be tabled for Full Council approval. The Clerk's request to open a Unity Trust savings account will be presented to Full Council for approval.
FIN25/18	To review personnel matters a) To consider the adoption of the proposed Employee handbook The Clerk presented the new handbook and it was agreed that this will be presented to full council for adoption. b) To receive an update from the Clerk on personnel matters The Clerk provided an update to the committee.

FIN25/19	Items for inclusion on the next agenda Nothing requested.
FIN25/20	Chair to close the meeting The meeting closed at 2.35pm. The date for the next meeting to be agreed.