Broughton Parish Council

NOTICE OF MEETING: Parish Council Meeting
TIME & DATE: 7:00pm, Monday 6th November 2023
VENUE: Village Hall, School Road, Broughton PE28

All members of the Council are hereby summonsed to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Members of the public and press are welcome to attend the meeting.

Ann Nixon

Ann Nixon, Clerk to the Council
31st October 2023

Public Participation
This section (at the Chairman's discretion may last up to 15 minutes) is to ask questions of, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting.

AGENDA

1. **To receive and approve apologies for absence**
2. **To receive Disclosable Interests Declarations**

Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012. All dispensation requests must be made to the Clerk prior to the meeting.

3. **Comments from members of the public and County and / District Councillors**
4. **Review and approval of minutes of Parish Council Meeting of 4th September 2023**
5. **Planning Application: NIL**
6. **Budget for 2024/25:** to consider and approve the draft budget for the next financial year, the precept and cemetery fees
7. **Environmental flower beds:** to consider and approve the proposals by Cllr Ray
8. **Clerk's Report**
    - Receipts since the last meeting
    - Payments made since the last meeting
    - Payments to be approved:
        - Village Hall cleaner's wages for September and October
        - Clerk's wages for September and October
        - Internal Audit by CAPALC
        - CiLCA training by CAPALC (for Parish Clerk)
        - Clerk's expenses – ink cartridge
        - Churchyard mowing
        - Cemetery mowing
    - Balance after payments
9. **Mower servicing:** consider and agree the servicing of the mower. Pecks quoted £291.72 + VAT for service, including collection & delivery (with 20% discount). Wyton Mower Centre quoted for service, sharpen, steam clean £265.00 + VAT plus £10.00 + VAT for collection & delivery.
10. **External donation:** to consider making an external donation and if agreed determine recipient and amount
11. **Health and Safety forms**
12. **Internal auditor:** to consider and decide whether or not to use the same internal auditor as 2023 (CAPALC)
13. **Parish Council dates for 2024**: to consider and approve the following meeting dates for 2024; 8th January (already approved), 4th March, 13th May, 1st July, 2nd September, 4th November and 6th January 2025
14. **Flood Group:** update
15. **Matters for information only**
16. **Clerk's wages:** closed item
17. **Close of meeting – date of next meeting:** Monday 8th January 2024.