

Broughton Parish Council

NOTICE OF MEETING: Parish Council Meeting
TIME & DATE: 7:00pm, Monday 8th January 2024
VENUE: Village Hall, School Road, Broughton PE28 3AT

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
2nd January 2024

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 the Parish Council meetings' minutes:** 6th November 2023 and the extraordinary Parish Council meeting of 23rd November 2023
- 5. Planning Application:** to consider and recommend responses to the two planning applications set out below;
 - The Cottage, Illings Lane (Ref 2302481HHFUL) and
 - The Cottage, Illings Lane Ref 2302482LBC)
- 6. Grounds maintenance:** to consider and approve the following:
 - Invitation to Tender (ITT) for mowing contracts for churchyard & cemetery, with communication plan for cemetery;
 - the use of herbicide for the cemetery's wall and gravel paths and the play park;
 - purchase of new mower for play park, from AgReserves donations, and disposal of old mower; and if agreed budget revision;
 - spares for the play park equipment (approximate cost £22.00)
- 7. Cemetery:** to review the available plots in the cemetery and its use by Rose Cottage residents
- 8. Clerk's Report**
 - Receipts since the last meeting
 - Payments made since the last meeting
 - Payments to be approved:
 - M Fisher - petrol for play park mowing
 - Village Hall - cleaner's wages for November and December
 - BVHMC - hire of Village Hall
 - Clerk's wages - November and December + 30 Oct
 - Balance after payments
- 9. Annual review of policies:** to consider and approve the review cycle for Broughton Parish Council policies
- 10. Volunteer and Contractors Health and Safety forms:** to review the new form and approve its implementations
- 11. Parish Clerk:** to consider and approve adding Responsible Financial Person (RFO) to the Parish Clerk role and the CAPALC offer to fund 50% (£225) of the CiLCA course and BPC's payment of the remainder of the fees

12. Matters for information only (decisions cannot be made under this item):

- forthcoming talk by Wildlife Trust for Beds, Cambs and Northants
- update on the dead and dying trees in the cemetery and churchyard
- donation towards costs of village defibrillator

13. Close of meeting – date of next meeting: Monday 4th March 2024.