

Broughton Parish Council

NOTICE OF MEETING: Parish Council Meeting
TIME & DATE: 7:00pm, Monday 4th March 2024
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
27th February 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 minutes of Parish Council Meeting of 8th January 2023**
- 5. Matters arising:** Item 3 (continuation) greater liaison between local villages regarding flood events (DC); Item 6 Cemetery mowing ITT revised (MO'D); Item 7 Cemetery spaces working group proposed to inform future discussion (MO'D); Item 10 Volunteer H&S form revised and issued (AN).
- 6. Planning Application:** NONE
- 7. Mowing contracts for churchyard and cemetery:** to consider and award the contracts and the draft communications about the cemetery mowing regime for 2024.
- 8. Trees:** consider and approve the process for dealing with the dead trees in the cemetery and the Eucalyptus in the play area.
- 9. Lawn mower:** consider and approve the purchase of a lawn mower for use in the Play Park.
- 10. Cemetery:** to review the available plots in the cemetery and its use by Rose Cottage residents.
- 11. Risk Register:** Annual review of risk register and review of actions flagged on the Risk Register.
- 12. Review Year End and audit process (Annual Governance and Accountability Return (AGAR)):** consider and review process.
- 13. Clerk's Report**
 - Receipts since the last meeting
 - Payments made since the last meeting
 - Payments to be approved:
 - Village Hall cleaner's wages for January and February
 - M O'Donovan - Wickes - Play Park repairs
 - M O'Donovan – B&M - Play Park repairs
 - M O'Donovan – B&Q - Play Park repairs
 - CAPALC - M O'Donovan (training) DONATION
 - Clerk's expenses – Play Park spares
 - Clerk's wages for January and February
 - Balance after payments
- 14. Matters for information only (decisions cannot be made under this item)**
- 15. Close of meeting – date of next meeting:** Monday 13th May 2024.