Broughton Parish Council

NOTICE OF MEETING: Parish Council Meeting
TIME & DATE: 7:00pm, Monday 7th July 2025
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
1st July 2025

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

2024/25-17. To receive apologies for absence
2024/25-18. 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.
2024/25-19. Comments from members of the public and County and / District Councillors
2024/25-20. Review and approval of minutes of Annual Council Meeting of 12th May 2025
2024/25-21. Matters arising:

i. Clerk's Procedures: Consider approval to defer to September meeting
ii. Defibrillator: Update
iii. Cemetery: Floral and other tributes on graves to be monitored (Cllrs Coope & Moulton)
iv. Village roads: HDC to be contacted by County Cllr Lowe about the cost of road sweeping
v. Annual Governance and Accountability Return (AGAR): Internal audit comments:
    - Review BPC debit card: Cllr Ray's proposals incorporated into the risk register
    - Additional risk management procedures: To consider Cllrs Moulton and Cobby's proposals for the revised risk register
    - Transparency Code requirements for smaller authorities: To consider and approve required tables
vi. Request revised quote from Zurich for 2025/26: Formal retrospective approval for Clear Council Insurance (included in clerk's report)
vii. Flood Grant award purchases: Lawn mower proposed and purchased (included in clerk's report)
viii. Remedial action following ROSPA report: Update on actions by Cllrs Ray and O'Donovan

2024/25-22. Planning Application: (NONE)
2024/25-23. Clerk's Report: To consider and approve the clerk's report.

- Receipts since the last meeting
- Payments made since the last meeting
- Payments to be approved:
    - Village Hall cleaner's wages for May and June
    - Lloyds Bank's monthly charges for current and deposit accounts
    - Garden Machinery – Flood Group lawn mower *
    - Clear Council Insurance – policy renewal*
    - Clerk's wages for May
    - Parish Council Websites - website hosting and domain
    - Clerk's wages for June

* For retrospective formal approval, following informal approval via email

- Balance after payments

2024/25-24. Water extraction - correspondence from two parishioners: To consideration and approve, if required, any action required

2024/25-25. Cemetery – fee for replacement memorial stone: To consider and approve any change to the fees for a replacement memorial stone

2024/25-26. Village Hall: Update on the transfer and approval of the signing of HM Land Registry's *Transfer of portfolio of titles (whole of part)*

2024/25-27. Village sign (Pound Green): To consider and approve quote for a like for like replacement

2024/25-28. Matters for information only (decisions cannot be made under this item)

Village signpost (Bull Lane): update

2024/25-29. Close of meeting – date of next meeting: Monday 1st September 2025.