Broughton Parish Council

NOTICE OF MEETING: Parish Council Meeting
TIME & DATE: 7:00pm, Monday 24th November 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
17th November 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

2025/26-44. To receive apologies for absence
2025/26-45. 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.
2025/26-46. Comments from members of the public and County and / District Councillors
2025/26-47. Review and approval of minutes of Parish Council Meeting: Monday 6th September 2025
2025/26-48. Matters arising:

i. **Road sweeping:** Confirmation roads swept and no cost incurred (Item 2025/26-7.iv).
ii. **Cemetery**: **a**. To approve addendum to "Cemetery Regulations and Schedule of Fees" prior to scheduled review in November 2026; "Note: There is no fee charged for a replacement headstone and landing." (Item 2025/26-25). **b.** Confirmation of BPC hedge cutting policy on cemetery notice boards (Item 2025/26-38.i): **c.** Confirmation of response sent to requestor regarding memorial tree (Item 2025/26-38.ii). **d.** BPC Cemetery Memorial Tree Policy: To consider and approve draft policy (Item 2025/26-38.ii).
iii. **Clerk's Procedures:** To consider and approve clarification of comment box (Note 3 page 8) regarding the Village Hall: "Would this still be relevant once the transfer of the custody of the title of the village hall has been completed?" (Item 2025/26-34.i.).
iv. **Defibrillator: a.** To consider and approve draft defibrillator communication. **b.** Confirm request for further MAGPAS CPR training session. **c.** To consider and approve the proposed security tagging for defibrillator. **d.** Confirm circulation of Air Tag information and retrospective approval of its purchase. **e.** To consider and approve the defibrillator guardian's check list maintenance procedure. (Items 2025/26-34.ii. and 2025/26-37).
i. **Internal auditor:** Confirm BPC response was sent to Internal Auditor (Item 2025/26-34.iii.) and confirm use of CAPALC to undertake the 2025/26 internal audit.
ii. **Playpark:** Confirm equipment repair following RoSPA inspection and actions for remaining actions (item 25/26-15 and 2025/26-34.iii).
iii. **Review of BPC's assets and insurance coverage (Item 2025/26-37):** Consider as part of Item 2025/26-56: Draft budget 2026/27.
iv. **Windows 10:** Confirm free extended security update obtained (expires 10/2026) (Item 2025/26-39).
v. **Village Sign:** Confirm cost of replacing village sign incorporated into draft 2026/27 budget (Item 2025/26-40).

2025/26-49. Planning Application: To retrospectively approve recommendation to approve applications for 4 School Road (Ref 25-01651-CLED) and Ashley Lodge, Bridge Road (Ref 25-01806-HHFUL)
2025/26-50. HDC Draft Local Plan to 2046: To consider and approve the response to the consultation.

2025/26-51. A141 and St Ives Improvement Scheme: To retrospectively approve the response to this consultation.

2025/26-52. Local Government Reorganisation: To consider and retrospectively approve Broughton Parish Council's response.

2025/26-53. 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 September and October
    - Lloyds Bank's monthly charges for current and deposit accounts
    - A Nixon – Amazon Air Tag for defibrillator
    - Clerk's wages for September, including backdated pay
    - Fenland Countryside Services – removal of deadwood in churchyard*
    - Clerk's wages for October
    - M Badcock – Churchyard mowing for May to September
    - M Fisher - Tesco - petrol for playpark grass mowing

  *Retrospective formal approval of payment
- Balance after payments

2025/26-54. Churchyard path from South Porch to the road: To consider and approve the repair of this part of the path.

2025/26-55. Cemetery mowing report for 2025: To consider and approve the report and the recommendation to use volunteers in 2026.

2025/26-56. 2026/27 Budget: To consider and approve of the draft budget.

2025/26-57. Risk Assessment: Review and consideration of new issues**.**

2025/26-58. Parish Council meeting dates for 2026: To approve the dates for meetings on 2nd March, 11th May, 6th July, 7th September, 23rd November 2026 and 4th January 2027.

2025/26-59. Matters for information only (decisions cannot be made under this item)

2025/26-60. Close of meeting – date of next meeting: Monday 5th January 2026.