

Broadwoodwidge Parish Council

Clerk to the Council: Kayleigh Walker e-mail: broadwoodwidgecouncil@outlook.com

To: All Members of Broadwoodwidge Parish Council

21st May 2024

Dear Councillor,

You are hereby summoned to attend the ANNUAL MEETING of Broadwoodwidge Parish Council, to be held at **Broadwoodwidge Community Hub on Tuesday 28th May, at the end of the Parish Meeting** for the purpose of transacting the following business. In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend (please advise the Clerk beforehand to enable correct social distancing measures to take place).

Yours sincerely

Kayleigh Walker
Parish Clerk

AGENDA

1. **To Elect the Chairman for the Year 2024/2025 - The new Chairman Will Sign the Prescribed 'Declaration of Acceptance of Office'**
2. **To Elect the Deputy Chairman for the Year 2024/2025 - The new Deputy Chairman Will Sign the Prescribed 'Declaration of Acceptance of Office'**
3. **Apologies for Absence** (Please make any apologies known to the Parish Clerk)
4. **Declarations of Interests** – to receive declarations of personal and pecuniary interests in respect of items on this Agenda.
5. **To Appoint Representatives to the Following Committees: i. Planning Committee ii. Footpaths Committee**
6. **Public Open Question Time** – To receive questions from the Public. Each member of the Public may have up to 2 minutes time, the session to last no more than 10 minutes in total. Standing Orders will be suspended during this session.
7. **Police Report**
8. **District Councillor Report**
9. **Council Meeting Minutes** – to approve and sign the Minutes of the Council Meetings held on 23rd April 2024 as a correct record.
10. **Matters Arising** – to consider matters arising from the Minutes of 23rd April Meeting, not already covered by the Agenda. For information only.
11. **To Ratify the Insurance for the year 2024/2025**
12. **To approve Risk Assessments and the Asset Register for 2024/2025**
13. **To agree & sign the Certificate of Exemption for the Financial year 2024/2025.**
14. **Annual Adoption of NALC Standing Orders & Financial Regulations for the Year 2024/2025.**
15. **Councillors Code of Conduct** – Councillors to review the code of conduct and agree on any alternations. Councillors to sign to confirm they will abide by the code.
16. **To nominate & agree the Data Protection Officer for 2024/2025.**
17. **Accounts due for payment** – To receive and approve the accounts due for payment.

Gareth Pollard – End of year accounts - £90.00
Joe Rice First Aid - £396.00

18. Planning

1/0382/2024/AGMB - Prior notification for the change of use of agricultural building to 1 no. dwellinghouse and associated building operations under Class Q - Agricultural Building At Grid Reference 240245 090869,

19. The Old Blacksmith Shop – further discuss fencing options following new proposal of 6ft high green metal fencing.

20. To Receive Correspondence – To receive details of correspondence received and sent from 23rd April to 28th May 2024. and make decisions on and actions to be taken on matters arising from these.

21. Any other Business– With prior permission of the Chairman, to exchange information only on any other subject.

22. Close