

BROOME PARISH COUNCIL

Clerk to the Council: – Mrs Beverley. J. Drew
Leywood, 4 Mill Lane, Wolverley, DY11 5TR
01562 850435 – clerk.broomepc@gmail.com

Chairman – Cllr. Nick Norton

To the members of Broome Parish Council:-

You are duly summoned to attend the Annual Meeting of Broome Parish Council to be held on Wednesday 4th May, 2022, 8.00pm, Broome Village Hall.

AGENDA

- 1. Election of a Chairman for 2022 – 2023.**
- 2. Election of a Vice-Chairman for 2022 – 2023.**
- 3. Apologies.**
- 4. Declarations of Interest and Dispensations.**
- 5. Public Question Time.** (The meeting is adjourned for any member of the public to give their views on any agenda item or to raise issues for future consideration at the discretion of the Chairman).
- 6. Minutes of the Previous Meeting.**
- 7. District / County Councillors Reports.**
- 8. Police Report.**
- 9. Planning Report.** (to consider the spreadsheet and note any applications since the last meeting and appoint Planning sub-committee)
- 10. Lengthsman Update.**
- 11. Footpaths Warden Update.**
- 12. To nominate Councillors to Worcestershire CALC Area Meetings.**
- 13. To review the Code of Conduct.**
- 14. To review the Financial Regulations.**
- 15. To review the Standing Orders.**
- 16. To approve the Risk Register Log 2022 – 2023.**
- 17. To review Insurance Requirements.**
- 18. To review GDPR documentation.**
- 19. To review Internal Audit Report.**
- 20. To review Fixed Assets Register.**

- 21. Financial Matters**
- i) To discuss progress with new Bank Account.
 - ii) To consider bank reconciliation and bank statements since last meeting.
 - iii) To approve schedule of Accounts for Payment.
 - iv) Adoption of the Accounts and Approval of Annual Return.
To approve the accounts for the year 1st April 2021 – 31st March 2022, firstly
(a) the annual governance statement and secondly (b) the annual accounting
statements.
 - v) Clerks Pay Review.
- 22. Vehicular Activated Sign.**
- 23. Queens Platinum Jubilee.**
- 24. To discuss Worcestershire CALC New website.**
- 25. Correspondence.**
- 26. Councillor Reports.**
- 27. Agenda items for future meetings.**
- 28. Date of Next Meetings (7th September 22, 7th December 22)**

**Beverley J Drew
Clerk to Broome Parish Council
27th April 2022**