

Broughton in Amounderness Parish Council

Mrs A Nicholls
Clerk to the Council

Toll Bar Cottage
476 Garstang Rd
Preston
Lancashire
PR3 5JB

25th August 2023

To All Councillors

Notice of Meeting

You are summoned to attend the **Parish Council Meeting** on Tuesday 5th September 2023 at 7.00pm at Toll Bar Cottage.

Agenda

The Chair will call the meeting to order.

OPEN FORUM Please indicate if you wish to speak and state your name and address
Before the formal meeting agenda starts, there is an open forum, which is an opportunity for Parishioners who wish to raise issues. This part of the meeting is not minuted but the Clerk will record notes of the issues raised. If there are any issues that cannot be dealt with during the forum the Clerk, may be asked to place the item on the next agenda. Matters requiring a Council decision or support must be included as a specific Agenda item.

- 1. Apologies for absence.**
- 2. Declarations of Interests-**
Members are reminded of the requirement to disclose any interest in any matter to be discussed at this meeting.
- 3. Confirm minutes of the Parish Council Meeting held on 18th July 2023 held on (already circulated).**
- 4. Reports from meetings and agree actions from committees that are not part of the agenda**
 - Cottage Management Committee: 22nd August 2023 (minutes attached)
 - Finance Committee:- 5th September 2023
- 5. Items for consideration**
 - i) Traffic Issues**
 - To confirm if yellow lines suggested for Northway are what the residents need
 - To discuss lack of progress with traffic issues at the crossroads
 - To discuss concerns about the traffic speeds in the village

ii) Action Plan: updates

- A) To report progress on the plans for the KGV field
- B) To report progress on the "Broughton Masterplan"
- C) To report on progress with the Neighbourhood Plan Review
- D) To report back on the progress with the Charity Trustees in agreeing a date for the Business Transfer (see minutes of July meeting)

i) VAT

To formally accept £9288.97 from Moore and Smalley due to an error in providing VAT advice for Toll Bar Café

ii) External Audit Report

To discuss the External Audit report and implementing any recommendations

6. Lengthsman

To receive a report on the Lengthsman's progress

7. To consider and approve the Management accounts and bank reconciliation for m/e 31st August 2023

i) To approve the attached Bank Reconciliations for

- A) Broughton Parish Council
- B) Broughton Reserve Account
- C) Toll Bar Cottage

ii) To approve the financial information

- A) Broughton Parish Council
- B) Toll Bar Cottage
- C) To approve the July to July TBC Lottery accounts
- D) To approve the following payments/receipts:

Future meeting dates:

Cottage Management Committee: Tuesday 3rd October
10th October 2023 Finance scrutiny meeting will take place at 6:15pm and the main meeting will continue at 7pm

Yours sincerely
Angela Nicholls Clerk