

Minutes of the Meeting of the Broxton Parish Council

Thursday 10 September 2020 at 8pm via video-conferencing

Present were:

Cllr Wendy Adams, Cllr Andy Cousins, Cllr Lesley Holt, Cllr Adam Hume, Cllr Vere Isham (Chair), Cllr Rachel Kesterton, Cllr Olivia Smith, and Kate Rixson (Clerk). District Councillor Maggie Sutton (Uttlesford District Council) attended. District Councillor Geoff Bagnall and County Councillor Simon Walsh were unable to attend.

1 Apologies for Absence

None.

2 Declarations of interest

None.

3 Public Open Forum

Cllr Sutton referred to recent incidents in the parish which are minuted below.

4 Approval of the Minutes of the Meeting held on 9 July 2020

The minutes had been circulated and were approved as accurate. Approved minutes from March 2020 would be delivered to the Chair for signature. **Action: Clerk**

5 Village Hall

The parish council meeting as trustee of the Village Hall trust decided as follows:

5.1 Approval of Annual Accounts

These had been circulated after being audited. A motion to approve the accounts, proposed by Cllr Holt and seconded by Cllr Adams, was passed.

5.2 Authorisation of electrical work

A motion to engage RGS Electrical to carry out essential and also recommended electrical work on the hall, at a total estimated cost of £2000, was proposed by Cllr Hume and seconded by Cllr Adams. Details had been circulated on 2 April 2020 and the motion was passed. It was understood that the work could be carried out very soon while the hall remained closed.

5.2 Monthly reports

It was noted that written reports had been circulated for August and September. The Hall remains closed due to the Coronavirus Act 2020 restrictions but the regular weekly booking for Pilates is due to resume on 22 September. There is £12,032.82 in the bank account and a cheque for £34.71 has been issued which has yet to clear, for electricity.

6 Clerk's report

This had been circulated. It was noted that the council website was not visible to Google and that UDC and other links still pointed to the old website. **Action: Clerk**

7 Airport

It was noted that the airport's owners had appealed against the district council's refusal of the application to increase the number of passengers annually to 43 million (from 35 million). This would require a public inquiry in due course.

8 Finance

8.1 Report on balances, verification of cashbook and reconciliation of bank account.

The bank statements (July and August) and cashbook entries had been circulated electronically and no issues were raised.

Financial report for 10 Sept 2020

Balances to 31 August 2020 and reconciliation:

Receipts to 31.8.2020	£7,281.08	
Expenditure to 31.8.2020	£6,143.31	
Balances		
Current account 31.8.2020	£3,488.81	
Deposit account 31.8.2020	£12,449.71	
Less unpresented cheques	(£607.06)	
Less liability from 2019- 20	(£50.00)*	
Available funds		£15,281.46

*Contribution to cost of resuscitation training organised by Great Easton Parish Council – cheque never presented and now expired.

8.2 Approval of Payments

The following were approved, copy invoices/payroll calculations having been circulated.

Payee and purpose	Amount £
K Rixson for Clerk's expenses Feb - Sept 2020 (see table circulated)	130.36

K Rixson for Clerk's salary (net) for hours worked July and August	677.60
Mike Willett for work on weatherproofing bench and noticeboards including materials	607.06
Community Heartbeat Trust inv 6419 - defibrillator pads	54.00
Total payments to be authorised	1469.02

9 Planning Matters

An up-to-date summary had been circulated (the Planning Tracker) and placed on the website <https://www.broxted-pc.gov.uk>. The following items were discussed:

9.1 Enforcement

A file had been opened (see Tracker) in relation to a mobile home, overnight camping and noise on land in Church End and monitoring was taking place.

Breaches of the Order imposed on The Warehouse (formerly The Barn) in Pledgdon Green Road appeared to be continuing. District Councillors were escalating the complaint to senior police.

9.2 Appeals

The planning inspectors have not yet issued a “start” letter for the appeal relating to UTT/19/1777/FUL (caravan site at Brick End) despite prompting by the council’s planning consultant, so it was not possible to take any action yet.

9.3 White Paper “Planning for the future”

This consultation on proposals for reform of the planning system in England was discussed. The changes seemed likely to have adverse effects on Broxted. It was agreed that the council would respond after detailed consideration of additional material.

Preparing a Neighbourhood Plan for the parish was discussed and it was agreed that the chair would contact Little Easton Parish Council to see if a joint plan for the “Five Parishes” was appropriate. **Action: Chair**

[The Chair suspended standing orders to enable the meeting to continue.]

9.4 UDC meeting with local councils (parish and town) on planning matters fixed for 12 October

It was agreed that Broxted should be represented. **Action: Clerk**

10 Rural Crime and Policing

After a discussion of recent thefts of machinery and hare-coursing incidents on local farms, it was agreed that Cllr Smith would contact the Uttlesford District Council Community

Safety Officer to discuss what could be done. It was noted that about 20 local farms were already communicating regularly on these issues already.

11 Council Administration

The annual check of parish council assets (benches, bins, road signs etc) would be carried out by Cllr Kesterton. **Action: Clerk, Cllr Kesterton**

12 Issues arising from correspondence

12.1 Tree-planting schemes

Details should be placed on Facebook and/or in the 5 Parishes Magazine. **Action: Clerk**

12.2 EALC Health and Wellbeing Forums

Details should be forwarded to Cllr Smith who may wish to attend. **Action: Clerk**

12.3 Willow tree on common land in Cherry Green

A local resident had reported that damage appeared to have been caused to her house by a tree root. She had asked that the tree be felled. The parish council tree warden and clerk and Chair would arrange inspection and consult an arboriculturist. It was noted that the common has no owner but that the parish council has responsibility for it as custodian.

Action: Clerk, Chair

12.4 Other matters to note

A White Paper, setting out plans for local government re-organisation as a prerequisite for further devolution of powers to local councils, was expected to be issued this month. This was likely to put the Uttlesford District Council area at a disadvantage. As a small council it may be required to combine with at least one other council to form a unitary authority, taking over responsibilities from both county and district councils. This was noted for discussion at a later date. **Action: Clerk**

13 Date of next meeting

The link to the virtual meeting would now appear on the agenda. The next parish council meeting will take place on Thursday 8 October at 8pm. There being no other business the meeting closed at 10pm.