

BROXTED PARISH COUNCIL

**Please note that a Meeting of the Parish Council will be held at
Broxted Village Hall on
Thursday 9 June 2022 at 7.30 p.m.**

Notice and Agenda

1. Apologies for Absence

2. Declarations of interest Note that any pecuniary interest, or non-pecuniary interest which might be seen as likely to influence your decision, in any agenda item, should be declared.

3. Public Open Forum

4. District Councillors' and County Councillor's reports to be heard, if attending

5. Approval of minutes of the Parish Council Meeting on 12 May 2022

To confirm that the minutes of the last meeting are an accurate record.*

6. Reports to be received, as available

- 6.1 Clerk's report* including any decisions made under delegated powers.
- 6.2 Finance*: Reports to be received on bank balances and reconciliation and internal financial controls.
- 6.3 Footpaths and highways – if any problems identified
- 6.4 Village Hall
- 6.5 Planning update*
- 6.6 Neighbourhood Plan Action Plan

7. Decisions to be made:

- 7.1 To approve payments*:
 - 7.1.1 Mike Letch - £80 for annual audit
 - 7.1.2 Clerk's salary for hours worked in May and consequent staff costs. To be advised.
 - 7.1.3 Society of Local Council Clerks - £25 to attend AGM/training on 16 June.
 - 7.1.4 BHIB insurance £989.83
 - 7.1.5 Kate Rixson for office expenses - £9.99 for stationery
 - 7.1.6 Nick Grant (barrister) for attending appeal and preparation £4,000 plus VAT.
- 7.2 To receive and approve Annual Governance and Accounting Return and approve Certificate of Exemption from external audit and annual accounts.*
- 7.3 To note auditor's report and consider advice on future actions*.
- 7.4 To select arboriculturist to carry out tree survey*.
- 7.5 To decide whether to participate in Essex County Council winter salt scheme.
- 7.6 To consider contributing to district council's consultation on gambling (deadline 16 June 2022).
- 7.7 To consider planning applications:
 - 7.7.1 UTT/22/0829/FUL Wren's Nest, Chapel End, to build a 4-bed detached house.
 - 7.7.2 UTT/22/1235/DFO Land at Bell Meadow, details following outline consent, for two self-build houses.

- 7.8 To consider request from Takeley Parish Council for contribution to costs of planning appeal.
- 7.9 To consider installing flower troughs attached to bus shelter at Brick End.
- 7.10 To revise the budget to take account of legal costs (item 7.1.6 above) and decide how to treat any donations received for this purpose.
- 7.11 To consider quote from Acorn Workshop for interpretation board and application for grant-funding.

8 Matters to be noted and/or for future consideration

9 To confirm the date of the next meeting as Thursday 14 July 2022 at 7.30pm.

*Items have supporting documents – see website <https://broxted-pc.gov.uk> or phone 01371 870711

Prepared by *Kate Rixson* Clerk to Broxton Parish Council and issued on 5 June 2022