

BROXTED PARISH COUNCIL

Notice of a Meeting of the Parish Council at Broxted Village Hall on Thursday 14 July 2022 at 7.30 p.m.

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 9 June 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 on the council's income and spending for the first three months of this financial year, compared with the budget.
- 6.3 Finance*: Internal financial checks (comparison between bank statements, chequebook and cash book) to be arranged by clerk for the first quarter of the year.
- 6.4 Footpaths and highways – if any problems identified
- 6.5 Village Hall
- 6.6 Planning update*
- 6.7 Interpretation board
- 6.8 Neighbourhood Plan

7. Decisions to be made:

- 7.1 To approve payments*:
 - List of regular, contractual and statutory payments for the remainder of the financial year, to be approved under Financial Regulations 5.6 and 5.7*
 - Subscription to the Rural Community Council of Essex: £44 plus VAT*.
 - Stationery expenses to be reimbursed to the clerk: £13.25*.
- 7.2 To consider planning applications:
 - 7.2.1 UTT/1602/HHF at The Dip, Brick End Road, for 2-storey front and rear extensions with windows and solar panels
 - 7.2.2 UTT/1646/FUL at Elmswood, Brick End, for a new dwelling to replace an existing mobile home.
- 7.3 To review and approve Financial Regulations previously approved in February 2021*
- 7.4 To suspend Financial Regulation 6.20 to allow the clerk to make purchases on behalf of the council using a personal debit/credit card up to a maximum of £200 per transaction, the suspension to take effect until the end of the current financial year, 31 March 2023.
- 7.5 To consider appointing a Village Hall committee and decide its Terms of Reference if appointed*

- 7.6 To consider and approve revised terms of reference for Village Hall Working Group to enable free quotations to be requested and to reflect the Village Hall Committee terms of reference if approved*
- 7.7 To amend the clerk's Scheme of Delegation (as shown in italics on the draft) to authorise the clerk to formulate and submit comments and objections on planning applications after consultation with councillors*.
- 7.8 To receive, note and approve the audited accounts of the Village Hall registered charity for 2021-22*.

8 Matters to be noted and/or for future consideration

9 To confirm the date of the next meeting as 8 September 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 Broxted Parish Council and issued on 7 July 2022