

# BROXTED PARISH COUNCIL

**Councillors are summoned to a Meeting of the Parish Council at Broxted Village Hall**

**on Thursday 8 June 2023 at 7.30 p.m.**

## **Notice and Agenda**

- 1. Apologies for Absence** and, if accepted, the reason to be approved by resolution
- 2. Councillors' declarations of acceptance of office where not previously made**
- 3. 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.
- 4. Public Open Forum**
- 5. District Councillors' and County Councillor's reports to be heard, if attending**
- 6. Approval of minutes of the Annual Parish Council Meeting on 11 May 2023**  
To confirm that the minutes of the last meeting are an accurate record.\*
- 7. Reports to be received, as available**
  - 7.1 Clerk's report\* including any decisions made under delegated powers.
  - 7.2 Finance\*
    - 7.2.1 on bank balances and reconciliation between the cash books and bank statements
    - 7.2.2 to note payments made since last meeting, and those due under contractual or statutory obligations
  - 7.3 Footpaths and highways – including progress on problems previously reported
  - 7.4 Planning update\*
  - 7.5 Neighbourhood plan and alternatives
  - 7.6 On the Local Councils Liaison meeting on 5 June
  - 7.7 To consider the vacancy on the council.
- 8. Decisions to be made:**
  - 8.1 To approve payments as presented in the meeting including the subscription to Parish Online mapping service\*
  - 8.2 To consider the auditor's report, the Annual Governance and Accountability Return 2022/23, and public rights of access as follows:
    - 8.2.1 To receive and note the internal auditor's narrative report and his report on Form 2.
    - 8.2.2 To approve the Annual Governance Statement on Form 2 Section 1
    - 8.2.3 To approve the Annual Accounting Statements on Form 2 Section 2
    - 8.2.4 To note the proposed period for the exercise of public rights of access to the annual accounts.
  - 8.3 To consider/approve instructing Essex Legal Services on the terms of their letter, to provide advice on the council's responsibilities and powers in relation to common land at Cherry Green\*
  - 8.4 To consider if any work is needed on trees at Cherry Green\*
  - 8.5 To consider comments on planning applications:
    - 8.5.1 UTT/ 23/0821/FUL The Carriage, Palegate Farm, Brick End Rd – reconsultation on amended application - replacement dwelling
    - 8.5.2 UTT/23/1169/FUL Greenside, Cherry Green – amended scheme to that approved under 22/2999, extension to cattery.
    - 8.5.3 UTT/23/1306/FUL Land adjacent to Wren's Nest, Chapel End – amended scheme to that approved under 22/3475, 4 bedroomed house

8.5.4 and on any other new applications of which notice is received before the meeting

8.6 To consider joining the Salt Bag partnership with Essex County Council for winter 2023/24.

**9. Matters to be noted and/or for future consideration**

**10. To confirm the date of the next meeting as Thursday 13 July 2023 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 1<sup>st</sup> June 2023