

BROXTED PARISH COUNCIL

**Councillors are summoned to a Meeting of the Parish Council
at Broxted Village Hall on Thursday 9 November 2023 at 7.30 p.m.**

Notice and Agenda

- 1. Apologies for Absence** and, if accepted, the reason to be approved by resolution
- 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. Co-option of candidate to the council by resolution**
- 4. Public Open Forum**
- 5. District Councillors' and County Councillor's reports to be heard, if attending**
- 6. Approval of minutes of the Parish Council Meeting on 12 October 2023**
To confirm that the minutes of the last meeting (circulated) 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 Report on condition of physical assets
 - 7.3 Finance*
 - 7.3.1 on bank balances and reconciliation with bank accounts
 - 7.3.2 to note payments and transfers made and due
 - 7.4 Planning update including:
 - 7.4.1 Report on Uttlesford District Council airport-related parking summit on 2 November 2023.
 - 7.4.2 The effect of the approved draft Local Plan on the parish.
 - 7.5 Footpaths and highways – including progress on problems previously reported
- 8. Decisions to be made:**
 - 8.1 To approve payments including those notified after this agenda is published and as presented in the meeting
 - 8.2 To consider/approve the draft budget for 2024-25
 - 8.3 To provisionally decide the precept demand for 2024-25 (to be finally decided at the January meeting prior to the 25 January 2024 deadline)
 - 8.4 To consider instructing Place Services (Essex County Council in-house conservation advisers) to survey Brick End and advise on creating a conservation area at a cost of between £1,000 and £1,500.
 - 8.5 To decide on attendance at the Thaxted area parish council liaison meeting on 20 November 2023 via video-conferencing.
 - 8.6 To respond to new planning applications* including *23/2664/FUL- Sun Rise – two houses*. Amendment to previously-approved plan
 - 8.7 To consider a response to the draft Local Plan during the consultation period.
 - 8.8 To consider any recommendations arising from the report on the condition of assets for replacement or repair.
- 9. Matters to be noted and/or for future consideration**
- 10. To confirm the date of the next meeting as Thursday 11th January 2024 at 7.30pm**

*Items have supporting documents – see website www.broxted-pc.gov.uk or phone 01371 870711

Prepared by *Kate Rixson* Clerk to Broxted Parish Council and issued on 3 November 2023