

BROXTED PARISH COUNCIL

**Councillors are summoned to a Meeting of the Parish Council
at Broxted Village Hall on Thursday 11 January 2024 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. Public Open Forum including discussion of the condition of Brick End Lane**
- 4. District Councillors' and County Councillor's reports to be heard, if attending**
- 5. Approval of minutes of the Parish Council Meeting on 9 November 2023**
To confirm that the minutes of the last meeting (circulated) 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*
 - 6.2.1 on bank balances and reconciliation with cash books
 - 6.2.2 on income and spending compared with budget (quarterly report)
 - 6.2.3 to note payments and transfers made and due
 - 6.3 Planning update* including progress on conservation area proposal
 - 6.4 Footpaths and highways
- 7. Decisions to be made:**
 - 7.1 To approve payments including those notified after this agenda is published and as presented in the meeting, to include:
 - 7.1.1 £150 plus VAT to renew Broxted-pc.gov.uk domain name for two years
 - 7.1.2 £80 plus VAT for email and website hosting/storage for one year (7.1.1 and 7.1.2 to Mythic Beasts Ltd)
 - 7.1.3 £10 Hundred Parishes Society annual membership
 - 7.1.4 £67.68 clerk's annual membership of the Society for Local Council Clerks
 - 7.1.5 Clerk's hourly rate of pay increase as agreed nationally by NALC, with effect from 1 April 2023.
 - 7.2 To decide the precept demand for 2024-25.
 - 7.3 To consider meeting legal fees amounting to £1,235 including VAT and out-of-pocket expenses on behalf of the Village Hall Trust (registered charity).
 - 7.4 To consider opening an interest-bearing account with Unity Trust Bank.
 - 7.5 To consider action in relation to the condition of Brick End Lane and Church End Lane.
 - 7.6 To choose grass-cutting contractor.
 - 7.7 To respond to new planning applications*
 - 7.8 To review report on condition of parish council's physical assets and decide on repairs and/or maintenance*.
- 8. Matters to be noted and/or for future consideration**
- 9. To confirm the dates of meetings in 2024 including the next meeting 8 February.**

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