

BROXTED PARISH COUNCIL

**Councillors are summoned to a Meeting of the Parish Council
at Broxted Village Hall on Thursday 14 March 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

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

5. Approval of minutes of the Parish Council Meeting on 8 February 2024

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 to note payments and transfers made and due under contract, statute or other obligation

6.3 Planning update* including progress on conservation area proposal

6.4 Footpaths and highways

6.5 Any reports from Councillors on meetings and actions

7. Decisions to be made:

7.1 To approve payments including those notified after this agenda is published and as presented in the meeting

7.2 Appoint new auditor for 2023-24 financial year at a fee of £30 per hour (estimate three hours). Audit will include internal auditor checks for the Annual Governance and Accounting Report and an inspection of the Village Hall charity accounts.

7.3 Review risk and approve risk assessment document (to be circulated and tabled)*

7.4 Consider petitioning Uttlesford District Council concerning highways matters

7.5 Approve Broxted Directory 2024

7.6 Consider reports of dogs roaming in Church End and whether any steps can be taken

7.7 Consider comments on new planning application:

UTT/24/0086/FUL (revisions to approved application UTT/23/1306/FUL) – land adjacent to Wren's Nest, Chapel End - to build a 2-storey 5-bedroomed house (UTT/23/1306/FUL was for a 2-storey 4-bedroomed house) and to any other application received after publication of this agenda before 14 March 2024

8. Matters to be noted and/or for future consideration

9. To confirm the date of the next meeting 11 April 2024.

*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 8 March 2024