

BROXTED PARISH COUNCIL

**Councillors are summoned to the Annual Meeting of the Parish Council
at Broxted Village Hall on Thursday 9 May 2024 at 7.30 p.m.**

Notice and Agenda

1. Election of the Chair of the council and chair's declaration of acceptance of office

2. Election of the Vice-Chair of the Council

3. Apologies for Absence and, if accepted, the reason to be approved by resolution

4. 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.

5. Public Open Forum

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

7. Approval of minutes of the Parish Council Meeting on 11 April 2024*

To confirm that the minutes of the last meeting (circulated) are an accurate record.

8. Reports to be received, as available

8.1 Clerk's report* including any decisions made under delegated powers.

8.2 Finance*

8.2.1 on bank balances and reconciliation with cash books

8.2.2 to note payments and transfers previously approved and made since the last meeting

8.3 Planning update* including progress on conservation area proposal

8.4 Footpaths and highways

8.5 Any reports from Councillors on meetings and actions

9. Decisions to be made:

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

9.2 To suspend the council's Financial Regulation 6.20 to allow the clerk to use a personal credit or debit card where no other suitable means of payment is available

9.3 To insure with Clear Insurance (formerly BHIB) for 2024-25 for a premium to be advised and to approve payment.

9.4 Consider commenting on planning application UTT/23/1732/FUL (as revised – re-consultation expiring 11 May) and on any received after publication of this agenda before the commencement of the meeting*

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

11. To confirm the date of the next parish council meeting as 13 June 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 30 April 2024