

# **BROXTED PARISH COUNCIL**

**Councillors are summoned to a Meeting of the Parish Council  
at Broxted Village Hall on Thursday 10 October 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 12 September 2024**  
To confirm that the minutes of the last meeting 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 To note bank statements, bank balances and reconciliation with cash books
    - 6.2.2 to note payments and transfers made and due (previously approved or due under contract or statutory obligation)
    - 6.2.3 to note spending and income in the year to date compared with the budget
  - 6.3 Planning update\*
  - 6.4 Footpaths and highways
  - 6.5 Reports from Councillors on meetings and actions
- 7. Decisions to be made**
  - 7.1 To consider and approve any payments – none notified at date of issue of agenda
  - 7.2 To consider salary budget 2025-26\*
  - 7.3 To consider items for 2025-26 budget, with draft budget to be considered at the next meeting
  - 7.4 To consider meeting hall hire charges on behalf of the Five Parishes Baby and Toddler Group
  - 7.5 To consider making a complaint to Uttlesford District Council concerning planning enforcement
  - 7.6 Consider commenting on new planning applications\* including
    - 7.6.1 UTT/24/1803 Dunwell, Chapel End – to extend house in multiple occupation and convert garage. Deadline for comments 25 October
    - 7.6.2 UTT/24/2460 Shingle Cottage, Sucksted Green (B1051) – rear extension and porch. Deadline for comments 24 October
    - 7.6.3 UTT/24/2332 Garrolds Farm, Woodgates End – barn conversion. Deadline for comments 16 October
- 8. Matters to be noted and/or for future consideration**
- 9. To confirm the date of the next parish council meeting as Thursday 14 November 2024 at 7.30pm at Broxted Village Hall.**

\*Items have supporting documents – see website [www.broxted-pc.gov.uk](http://www.broxted-pc.gov.uk) or phone 01371 870711

Prepared by *Kate Rixson* Clerk to Broxted Parish Council and issued on 4 October 2024