

Minutes of the Meeting of Broxton Parish Council on Thursday 13 July 2023 at 7.30pm at Broxton Village Hall

Present were:

Cllr Vere Isham (Chair), Cllr Wendy Adams, Cllr Adam Hume, Cllr Rachel Kesterton and (from 8pm) Cllr Tony Adams and Kate Rixson (Clerk).

Two members of the public attended, including District Councillor Sutton who left at the close of the public forum.

The meeting opened at 7.30pm.

23/07-1 Apologies for absence

It was resolved to accept apologies and the reasons for absence from Cllr Andy Cousins who was attending to family commitments.

23/07-2 Declarations of interest in matters on the agenda

None were made.

23/07-3 Public open forum

Item 7.2 on the agenda was considered at this point in the meeting.

After discussion it was resolved to write to the Chief Executive of the District Council to request swift enforcement action against the unlawful airport parking business operating at The Warehouse, Pledgdon Green, to be followed up in September with a request for an explanation if no action had been taken. **Action: Clerk**

It was agreed that an application for a conservation area to be created at Brick End would be considered and the clerk was asked to investigate the procedure and cost. **Action: Clerk**

23/07-4 District and County Councillors' Reports

Cllr Sutton reported on recent planning applications and decisions. County Councillor Foley was unable to attend but had sent a report which had been circulated.

23/07-5 Approval of minutes of the Parish Council Meeting on 15 June 2023

It was resolved that the minutes of the meeting on 15 June 2023 were an accurate record and they were signed by the Chair.

23/07-6 Reports received

23/07-6.1 Clerk's Report

This had been circulated and made available on the website so was taken as read. A copy is annexed to the hard copy of these minutes. No questions were raised.

23/07.6.2 Financial Reports

These had been circulated and made available on the website.

23/07-6.2.1

Bank balances and reconciliation between the cash books and bank statements:

Receipts and payments	£	Notes and total
Receipts (i.e. income) to 30 June 2023	£ 10,128.04	Precept £20,250. 50% paid on 20 April 2023. £3.04 interest. Balance carried forward from 2022-23 not included.
Expenditure to 30 June 2023	£4,008.41 <u>Plus VAT £155.00</u> £ 4,163.41	As recorded in cashbook
Receipts less expenditure in current year. Includes VAT.	£5,964.63	This is the increase in reserves since 1 April 2023
Reconciliation of cash book with bank account		
Current account as per bank statement 30 June 2023	£14,487.26	Includes balance carried forward from 2022-23
Current account as per cash book at 30 June 2023	£14,487.26	
Deposit account as per bank statement 30 June 2023	£1,459.03	Interest rate 0.8% p.a. from 9 March, 0.9% from 27 April and 1.004% from 15 June 23
Deposit account as per cash book at 30 June 2023	£1,459.03	
Available funds	£14,487.26 + £1,459.03	£15,946.29

23/07-6.2.2 Quarterly report on spending and income compared with budget

An analysis of variances between budgeted and actual spending and income had been circulated and placed on the website so was taken as read and noted by councillors. It was noted that spending in the first 3 months of the year was £4,163, about 20% of the budget for the year, i.e. slightly below anticipated amounts. Half the income for the year had been received, as expected, via the precept.

23/07-6.2.3 Payments made since last meeting and those due under contractual or statutory obligations

A list had been circulated and placed on the website and was taken as read. A copy is annexed to the hard copy of these minutes.

23/07-6.3 Footpaths and highways issues

The council was glad to note that footpaths across fields had now been cleared.

23/07-6.4 Planning update

A report (“planning tracker”) on current applications and decisions had been circulated and placed on the website. This was taken as read.

23/07-6.5 Neighbourhood plan and alternatives

Cllr Isham reported that a Village Design Statement could be useful to influence planning decisions. Councillors would like this on the agenda in September. **Action: Clerk**

23/07-6.6 Vacancy on council

This was noted and would be advertised.

23/07-7 Decisions made

23/07-7.1 Payments approved

Details	£	Budget heading
RCCE membership incl VAT	52.80	Subscriptions
Uttlesford District Council election charges	<u>52.47</u>	Legal liabilities
Total	<u>105.27</u>	

23/07-7.2 Work on trees at Cherry Green

It was agreed to act on the advice of the 2022 report from the arboriculturist and have overhanging branches cut back to clear the lanes used to access houses at Cherry Green. Quotes should be obtained and circulated. **Action: Clerk**

23/07-7.3 Comments on planning applications

There were no new applications.

23/07-7.4 New position for the Dick Knowles memorial bench

It was noted that this was being stored at Garrolds temporarily. It was decided to move it either to the grassed area behind the Village Hall or the verge of the Hall car park near the information board, taking into account the views of the hall managers. **Action: Clerk**

23/07-8 Matters to be noted and/or for future consideration

The grass area diagonally opposite the Prince of Wales was becoming overgrown and the clerk would ask the grass-cutting contractor if this could be added to the regular cutting programme.

23/07-9 The date of the next meeting was confirmed as Thursday 14 September 2023 at 7.30pm.

There being no further business the meeting was closed at 8.40pm.