

Action taken under delegated powers (i.e. at Clerk's initiative)		Details (bold indicates new developments since last report)	Action taken/outcome (updates on earlier items shown in bold)	Date of most recent update (bold = new)	Date closed or ratified
	<b>Jul-24</b>	<b>ECC salt bag scheme</b>	<b>Joined scheme but requested no salt.</b>	<b>25 June 2024</b>	<b>25 June 2024</b>
	<b>Jun-24</b>	<b>Planning committee</b>	<b>Attended re application which had been called in. Provided info to district councillor in response to request re extent of CPZ.</b>	<b>26 June 2024</b>	<b>26 June 2024</b>
	<b>Jun-24</b>	<b>Calling in planning application</b>	<b>Providing info to district councillor on council's view of application</b>	<b>25 June 2024</b>	<b>25 June 2024</b>
	<b>Apr to July 2024</b>	<b>Village Hall accounts</b>	Reviewing hall accounts and circulating. Arranging examination by auditor. <b>Responding to request for documents and info</b>	<b>01 July 2024</b>	
	<b>Apr-24</b>	<b>Condition of Church End Lane - verge damage and flooding</b>	Receiving follow-up call from resident re reports made to Highways. Checking position with Highways and asking county councillor to chase. Further info supplied. Answer awaited. References sent again 14 May 2024. <b>No response yet, to chase.</b>	14 May 2024	
	<b>Mar-24</b>	<b>Complaint to Essex Waste</b>	Email re damage to verges by lorries. No response. Chased - apology received. Damage not repaired.	21 April 2024	<b>No further response</b>
	<b>Mar-24</b>	<b>Working with county councillor to pressure Highways to do repairs</b>	Monitoring website and passing on residents' photos. Checking status and number of defects on record. References and progress reported to county councillor. Joined in petition to Highways. <b>Some repairs done.</b>	09 May 2024	<b>Raising issues as they arise.</b>
	<b>Dec-23</b>	Road salt still stored at Moor End Farm needs to be moved	Availability of salt advertised in parish magazine, and storage space at hall to be checked - to be moved there if possible	10 January 2024	

Meeting date	Most recent and oldest Minute ref	Action taken/outcome (updates on earlier items shown in bold)		Date of most recent update	Date closed
13-Jun-24	Jun-04	District Cllr to chase planning enforcement	Sending file references to district councillor	15 June 2024	15 June 2024
13-Jun-24	24/06-7.1.2	Certificate of exemption from external review (audit) to be submitted.	Certificate of exemption sent to national auditors. Acknowledged receipt. Now awaiting confirmation of end of process.	21 June 2024	
13-Jun-24	24/06-7.1.6	Public access to accounts	Preparing notice, documents and lists of details as required for period of public access to accounts. Adding all to website, and noticeboard as feasible.	27 June 2024	27 June 2024
13/06/2024	24/06-7.3	Village beacon inaccessible	Contacted hall managers and highways' contact about moving beacon. To contact landowners after that.	08 July 2024	
11/04/2024	24/04/-3	Resident reporting waste-dumping at pub car park	Reporting to District Council, chasing.	03 June 2024	See planning tracker
11/04/2024	24/04-3	Registration of pub as Asset of Community Value	Nomination now made. <b>UDC has requested extra time for decision, to 30 August 24</b>	08 July 2024	
14/03/2024	24/03-7.5	Broxted Directory 2024	Circulated with Five Parishes Mag April edition. <b>To be added to website and noticeboards.</b>	20 March 2024	
11/01/2024	24/01-7.8	Repairs and maintenance of council's physical assets following annual inspection	Contacted councillors concerning arrangements to clean/renovate benches	19 January 2024	on agenda 11 July 2024

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	24/01-8	Faded 30mph signs	Brick End signs reported to Highways. To monitor replacement. Still on list for attention	22 January 2024	
12/10/2023 14/09/2023 13/07/2023	23/10 -6.3 23/09-7.2 23/07-3	Hold UDC to account for planning enforcement; breaches at Brick End on airport parking not being enforced.	To invite CEO to a PC meeting. Meeting with head of development 8 May 2024.	08 May 2024	
13/07/2023	23/07-7.4	New position for bench	Bench currently stored in barn at Garrolds Farm. Mr Knowles will speak to Broxted Hill owners.	10 October 2023	
11/05/2023	23/05-8	Invite PCSO to a PC meeting	Mike O'Donnell-Smith is Broxted's PCSO. Clerk met him by chance in February and has contact details. Invitation sent. <b>No response yet, to chase.</b>	22 April 2024	
10/11/2022	22/11-7.3	Amend clerk's contract	To amend contract with new holiday entitlement	15 November 2022	
10 Nov 22, 11/11/2021	22/11-6.3, 21/11-8.5	Propose a Local Highways Scheme and request approval by county councillor. Scheme was submitted 5 Dec 21 to Cllr Foley.	Local Highways Panel for Uttlesford approved and submitted the scheme to engineers in November 2022. Scheme LUTT212037 now in "validation" with design team. Not yet recommended for funding. See LHP minutes on ECC website.	08 March 2024	

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12/05/2022	22/05-8.6	Seek grant funds to replace grit bin	<b>To renew request as no progress</b>	15 December 2022	
10/03/2022	22/03-7.3	Risk assessment shows that revised documents are needed in a number of areas, as specified in the assessment.	Clerk to prepare contingency plan for business continuity in her absence; clerk to update emergency plan as addresses etc have changed.	20 October 2023	
06/05/2021	21/5-9.1	Report damage to roadsign	ref 3330627 "sign damaged" - "repair will be undertaken with non-specified timescale" according to Highways website. No change (in 3 years).	08 July 2024	