

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
	Jul-25	Access to the documents supporting the agenda	Trying out QR codes for access to web pages.	05 July 2025	
	Jun-25	Prince of Wales pub/car park sale	District Councillor discussing with Uttlesford Planning Policy team - possible meeting.	07 July 2025	
	Apr-25	Contact from residents	Summary June/July 25: Queries re ownership of land at Garrolds Farm - overgrown areas raising fire risks.	16 June 2025	
	Apr-25	Website update	Update and adding a software subscription for managing/displaying documents. Documents are not showing in date order. To raise issue with developer/software supplier.	11 June 2025	continuing
	Apr-25	Village Hall accounts	To approve accounts in Hall trust meeting. Auditor now ready to complete inspection. Will provide her with documents 11 July 25.	07 July 2025	For Hall trust agenda
	Sep-24	New gate opposite Ivy Cottage	To be inspected by UDC. No comment yet but gate believed to be an old access. Also reported to Highways ref 2942913 for inspection, as at 1 Oct 24. No change.	checked Highways map 11 June 2025	
	Aug-24	Issues from governance review of Hall Charity	Committee etc terms of reference to be revised as simply as possible. Now drafted. For Hall trust agenda. Approved by Hall Working Group.	10 July 2025	On Hall trust agenda
	Aug-24	Bin opposite Old Vicarage	To add signs re suitable contents - decals obtained. To buy dog waste bin - waiting for response from UDC on type/design they will empty.	03 July 2025	on agenda in due course or via delegated powers

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12-Jun-25	25/06-9.1	Annual reporting	AGAR put on website and notice on boards. Certificate of exemption sent to external auditors 26 June 25 and acknowledged. Notice of period of access to accounting records given 29 June 2025. Period of access is 30 June to 8 August 2025. Awaiting official acknowledgement of Certificate (automated acknowledgment received).	29 June 2025	
	25/06-9.2.2	Insurance renewal	Renewed with Clear Insurance with effect from 1 June 2025. Change of renewal date agreed - now 28 February 2026. Refund for 3 months March-May 2026 now due.	02 July 2025	
	25/06-10.0	Village hall outdoor area	Working group say that weeding and hedgetrimming not currently needed but will ask PC to arrange in due course.	06 July 2025	
08-May-25	25/05-6	Transfer of Highways land to PC	To look into transfer of the triangle at the Brick End/Prince of Wales pub junction from ECC to the PC.	08 May 2025	
	25/05-8.1	Refrigerator unit in field at Woodgates End	Land Reg search - new owners now registered so names available. Chased Environmental Health at UDC. No response yet.	19 June 2025	
	25/05-8.4	Broken footbridge	Reported. Ref: 2984777	10 June 2025	
10-Apr-25	25/04-5	Draft further letter re formal complaint to UDC	Request to go to Stage 2 of complaints process made 2 June.CEO upheld complaint of failure to communicate and out-of-date enforcement policy.	23 June 2025	agenda July 2025

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10-Apr-25	25/04-8.4	To ask Martin Foley to follow up re condition of Pledgdon Gn Road/Brick End Road	Emailed. <b>He has chased Highways. No reply yet.</b>	11 June 2025	
13-Mar-25	25/03-6.4	<b>Highways/public rights of way</b>	Serious potholes at Broadwater Bridge reported - response from Highways is "inspecting". Cone and warning sign placed at Broadwater Bridge after County Councillor chased. References: potholes 3867734/3789246/3789245 (3 previous reports). <b>"To be considered for repair as part of the planned maintenance programme."</b>	11 June 2025	
13-Feb-25	25/02-5	<b>Misuse of hall car park by drivers doing hand-brake turns</b>	To consult hall managers. <b>They recommend better surface for car park.</b>	13 February 2025	<b>For Hall trust meeting agenda</b>
	25/02-6.3	<b>Letter of formal complaint</b>	Completed with details added from Takeley, Tilty, Lindsell. Sent to UDC, reply received. Taken to Stage 2. <b>Upheld in part. - reply from CEO 23 June 25. UDC agreed to the initial letter (1 April 25) being circulated to Takeley and Great Easton and Tilty PCs and Lindsell PM which supported Broxted. Circulated 3 July 25. No comments from other parishes yet.</b>	03 July 2025	<b>on agenda July 25</b>
10-Oct-24	24/10-7.4	<b>Baby/toddler group grant request</b>	Grant awarded. To be paid to Great Easton Village Hall to cover hall hire costs (by agreement with Group). <b>To be paid this month.</b>	29 May 2025	

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11-Jul-24	24/07-6.2.3	Request refund of credit from HMRC	Requested by letter from HMRC. Clerk notes that with the increased NI conts the credit may be used up in 2025-26 but refund requested even so.	Chased 7 March 25	
11-Jan-24	24/01-7.8	Repairs and maintenance of council's physical assets following annual inspection	Metal bench cleaned by councillors. Bus shelter window frames to be replaced when weather allows. Wooden bench at Church End and bin tp be cleaned.	03 July 2025	
	24/01-8	Faded 30mph signs	Brick End signs reported to Highways, ref 2894631, 22 Jan 24. To monitor replacement. Still on list for attention - to be inspected. <b>Still</b> no Highways update since 22 Jan 24.	checked 11/06/2025	
12-Oct-23	23/10 -6.3 23/09-7.2 23/07-3 24/10-7.5	<b>Hold UDC to account for planning enforcement; breaches at Brick End on airport parking and other issues not being enforced.</b>	Letter sent to UDC 17 March, endorsed by 3 other parish councils/parish meeting. Reply received. <b>See 10 April 25/04-5 above.</b>	<b>See minutes</b>	<b>See minutes</b>
11-May-23	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. No response yet, to chase.	22 April 2024	
10-Nov-22	22/11-7.3	<b>Amend clerk's contract</b>	To amend contract with new holiday entitlement under local councils agreements and to propose set hours as zero-hours contracts not lawful.	15 November 2022	<b>for agenda</b>

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10 Nov 22, 11/11/2021	22/11-6.3, 21/11-8.5	<b>Propose a Local Highways Scheme - speed restriction to 30mph and HGV advisory sign and road markings on Brick End Rd. Scheme was submitted 5 Dec 21 to Cllr Foley and endorsed by him.</b>	Local Highways Panel for Uttlesford approved and submitted the scheme to engineers in November 2022. Scheme LUTT212037 (speed limit) and LUTT242013 (road markings and HGV advisory signs. 242013 now in "validation" with design team. A speed survey is needed for LUTT212037 and no funds for this. Neither scheme was recommended for funding before LHP suspended May 2025. Email from Cllr Foley 4 July 2025 not optimistic.	04 July 2025	
12-May-22	22/05-8.6	Seek grant funds to replace grit bin	To renew request or buy new bin (£120) from PC funds. Researched costs for recommendation to buy.	02 July 2025	
10-Mar-22	22/03-7.3	Risk assessment shows that revised documents are needed in a number of areas, as specified in the assessment.	Clerk has started on prep of contingency/business continuity plan; clerk to update emergency plan as addresses etc have changed.	03 February 2025	
06-May-21	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). Checked on 26 June 25	26 June 2025	