

Minutes of the Meeting of Broxted Parish Council on 10 July 2025 at 7.30pm at Broxted Village Hall

Present:

Cllr Vere Isham, Cllr Adam Hume, Cllr Rachel Kesterton and Cllr David Van Haaren. Cllr Tony Adams arrived before Item 3 at 7.35pm.

Kate Rixson (Clerk).

The meeting opened at 7.30 pm. The chair welcomed a member of the public, parish councillors and District Councillor Sutton.

25/07-1 Apologies for absence

Cllr Cousins was unable to attend due to family commitments. The reasons for absence were accepted.

25/07-2 Declarations of interest in matters on the agenda

No declarations of interest were made.

25/07-3 Public open forum

The chair exercised his discretion to allow comments on a matter not on the agenda. The member of the public raised a question concerning the Prince of Wales pub which was currently for sale.

25/07-4 District and County Councillors' reports.

Cllr Sutton reported on discussions to support the re-opening of the Prince of Wales pub.

25/07-5 Approval of minutes of the previous Parish Council Meeting

The minutes of the annual parish council meeting on 12 June 2025 were approved as an accurate record and signed by the chair.

25/07-6 Reports received

25/07-6.1 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. The Clerk drew attention to the triggering of the moratorium on the sale of the pub, which would last until 29 November 2025.

25/07-6.2 Financial Reports

25/07-6.2.1 Balances on bank statements and reconciliation with cash books

Bank statements were reviewed by councillors in the meeting and would be checked against the cashbook by Cllr T Adams at the end of the quarter.

The council noted that the balance on the bank statements matched those in the cashbook at the end of June 2025, at £15,929.50 in the current account and £9,536.90 in the deposit account – total £25,466.40. This includes £19,394.39 reserves brought forward from 2024-25.

25/07-6.2.2 Payments made since last meeting and those due before the next meeting

A list of payments made and due (contractual, statutory and previously approved), including salary of £371.64 paid in June and £501.79 due in July, had been circulated and was tabled. It was noted that the insurance policy renewal date had been changed

to 28 February and that part of the premium for June 2025-May 2026 had therefore been credited pro rata.

25/07-6.2.3 Comparison of payments and income in the year to date with the budget

Councillors received a report on spending and income against the budget and both were noted to be on track.

25/07-6.3 Planning update

A schedule of outstanding and decided planning applications and progress on enforcement matters had been circulated and put on the website. This was taken as read.

25/07-6.4 Footpaths and highways issues

There were no new matters to report.

25/07-6.5 Reports from councillors

No reports were due.

25/07-7 Complaint to Uttlesford District Council concerning planning enforcement

Councillors noted that the complaint had been upheld in part at Stage 2 of the process so that lack of communication and the need to review the enforcement policy were accepted and an apology received.

It was agreed that the chair would attend a full council meeting to raise continuing lack of enforcement and that the clerk should reply to the chief executive of UDC requesting an urgent update on all outstanding files. This should be reviewed at the September parish council meeting.

25/07-8 Training needs for clerk and councillors

It was agreed to consider this at the next meeting and the clerk would continue to forward details of available courses. **Action: Clerk**

25/07-9 Appointment of additional and replacement signatories for the parish council bank accounts

It was resolved that Cllr van Haaren should be appointed together with Cllr Cousins if she agreed. **Action: Clerk**

25/07-10 Decisions

25/07-10.1 To join the county council salt bag partnership for winter 2025, request a supply of road-salt and purchase a protective cover for the road-salt bags

This was agreed. **Action: Clerk.**

25/07-10.2 To approve payments

A list had been circulated and was tabled, with copy invoices.

The following payments were approved:

25/07-10.2.1 Up to £250 for a dog-waste bin and up to £200 for a grit bin, replacing the damaged one at The Maltings. **Action: Clerk**

24/07-10.2.2 To meet the invoice for two grass-cuts in June 2025 at the agreed rate.

25/07-10.2.3 To order a poppy wreath from the RBL in Dunmow at a cost of £20 using parish council powers to spend for the benefit of the community under the Local Government Act 1972 s 137. **Action: Clerk**

25/07-10.3 New planning matters

The council considered the following application:

UTT/25/1542/FUL – Stansted Airport Limited – airfield works comprising two new taxiway links to the existing runway (Rapid Access Taxiway and Rapid Exit Taxiway) to enable continued airfield operations of 274,000 aircraft movement and an increase in passenger throughput from 43 million terminal passengers to up to 51 million terminal passengers, in a twelve-month calendar period.

Cllr Isham declared a non-pecuniary interest as a trustee of the Stansted Airport Watch Foundation.

Councillors discussed a number of issues and agreed the parish council should express concerns particularly about night-flights, noise and the effect of the application on traffic and roads. Detailed comments made by other local parish councils were noted and were supported. **Action: Clerk**

25/07-11 Matters to note and/or for future consideration

None

25/07-12 Date of next meeting Thursday 11 September 2025 at 7.30pm in the Village Hall.

There being no further business the meeting closed at 8.45pm.

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
	Aug-25	Clerk national pay award	Calculating back pay (paid on August payslip)	05-Aug-25	Agenda 11 Sept 2025
	Jul-25	Land Registry entries	Obtaining up to date entries to check for current position. No change on public register yet.	27-Jul-25	27 July 2025
	Jul-25	Access to the documents supporting the agenda	Trying out QR codes for access to web pages. Free app offering two per month. Used for Sept 2025.	04-Sep-25	04 September 2025
	Jun-25	Prince of Wales pub/car park sale	Attended meeting, triggered moratorium (ends 29 Nov 25), discussed effect of ACV . Meeting with estate agent.	09-Sep-25	
	Apr-25	Contact from residents	Summary July/August/Sept 2025: potholes near church. Photographed and reported. Arrangements for payment to Uttlesford for repairs to unadopted road - district councillor pursuing, clerk is liaising with resident. Further complaints regarding lack of enforcement at The Barn, Pledgdon Gn. Liaising with resident and district cllr.	04-Sep-25	
	Apr-25	Website update	Update and adding a software subscription for managing/displaying documents. Documents are not showing in date order. Resolved by creating an "agenda pack" of merged pdf documents.	08-Sep-25	08 September 2025
	Apr-25	Village Hall accounts	To approve accounts in Hall trust meeting. Auditor has examined accounts and is doing a transaction spot-check.	01-Sep-25	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	

Item 6.1

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
	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-Jul-25	10 July 2025
	Aug-24	Bin opposite Old Vicarage	To add signs re suitable contents - decals obtained. Dog waste bin now ordered - see below. To be installed.	02-Sep-25	on agenda in due course or via delegated powers
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
10-Jul-25	25/07-7	UDC Planning Enforcement issues/complaint	Request for update on the 8 open files in the parish now sent. Dean Hermitage dealing. No response yet. Two new files opened recently (included in total of 8).	27-Aug-25	
	25/07-9	Add new bank signatories	To complete forms for bank	09-Sep-25	
	25/07-10.1	Join Essex CC salt bag partnership and order salt	Joined and ordered within deadline. One tonne salt on pallet expected. Have 5 bags left.		21 July 2025
	25/07-10.2.1	Order grit bin and dog waste bin, plus cover for salt.	Bins ordered and delivery arranged to clerk. Payment due when invoice issued. To check size for protective cover and whether two are needed.	02-Sep-25	Agenda 11 Sept 2025
	25/07-10.2.3	Order poppy wreath for Remembrance Day service	Ordered. To collect in October.		28 July 2025
12-Jun-25	25/06-9.1	Annual reporting	Period of access is 30 June to 8 August 2025. External auditors have confirmed all steps are complete. Period of access has ended.	21-Aug-25	21 August 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. Not received yet - to chase.	31-Aug-25	

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
	25/06-10.0	Village hall outdoor area	Weeding and hedgecutting completed early September.	04-Sep-25	Agenda 11 Sept 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-25	
	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 - they had said they couldn't take action.	31-Jul-25	
	25/05-8.4	Broken footbridge	Being worked on 2 September, reported by Highways as fixed on 3 Sept 25	03-Sep-25	03 September 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. Request for update on the 8 open files in the parish now sent, see above.	26-Aug-25	
	25/04-8.4	To ask Martin Foley to follow up re condition of Pledgdon Gn Road/Brick End Road	Emailed. He has chased Highways. No reply yet.	11-Jun-25	
13-Mar-25	25/03-6.4	Highways/public rights of way	Serious potholes at Broadwater Bridge fixed when Cllr Foley chose as a priority.	26-Jul-25	26 July 2025
13-Feb-25	25/02-5	Misuse of hall car park by drivers doing hand-brake turns	To consult hall managers. They recommend better surface for car park.	13-Feb-25	For Hall trust meeting agenda

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
	25/02-6.3,	Letter of formal complaint	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.	26-Aug-25	on agenda Sept 25
10-Oct-24	24/10-7.4	Baby/toddler group grant request	Grant awarded. To be paid to Great Easton Village Hall to cover hall hire costs (by agreement with Group). Paid 25 July 2025.	25 July 2025`	25 July 2025
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. Still not paid - some of the credit has been used for employers' NI contributions.	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 have been cleaned by councillor.	31-Aug-25	
	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. Still no Highways update since 22 Jan 24.	checked 11/06/2025	
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-Apr-24	

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
10-Nov-22	22/11-7.3	Amend clerk's contract	To amend contract with new holiday entitlement under local councils agreements and to propose set hours as zero-hours contracts not lawful.	15-Nov-22	for agenda
10 Nov 22, 11/11/2021	22/11-6.3, 21/11-8.5	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.	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-Jul-25	
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-Jul-25	
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-Feb-25	
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-Jun-25	

Year 2025-26

Financial report for meeting on 11 Sept 2025

Summary and bank reconciliation

Receipts and payments for 1 April 2025 to 31 August 2025

Balances on 31 August 2025

Receipts and payments	£	Notes and total
Receipts (i.e. income) 1 April to 31 August 2025	£10,180.46	First half of Precept and bank interest
Expenditure* 1 April to 31 August 2025 *not including transfers between bank accounts.	£ 5,309.26 + 204.84VAT £5,514.08	As recorded in cashbook.
Receipts less expenditure to 31 August 2025. Includes any VAT paid.	£4,666.38	This is the increase in reserves since 1 April 2025
Reconciliation of cash book with bank account		
Unity Current account as per bank statement 31 August 2025	£14,523.87	
Less unprocessed payment requests at 31 August 2025	None	
Unity Current account as per cash book at 31 August 2025	£14,523.87	Bank statements match cashbook
Unity Deposit account as per bank statement and cash book at 31 August 2025	£9,536.90	
Available funds (current plus deposit account balances less any unprocessed transactions)	£24,060.77	Includes £19,394.39 reserves brought forward from 2024-25.

Broxted Parish Council**Bank: Unity Trust current T1****From 01/07/25 to 31/08/25 statements no 026 and 027**

Date	Reference	Details	Receipts £	Payments £	Balance £
01/07/2025		Balance brought forward			<u>15,929.50</u>
18/07/2025	PAY 101495	DD NEST pension contribs emplr and empee			12.60
28/07/2025	PAY 101496	Thornwood Garden Mtce Ltd inv0901_20250713 (June cuts)			180.00
28/07/2025	PAY 101497	K Rixson salary June hours			501.79
28/07/2025	PAY 101498	Geosphere Ltd Parish Online 15.07.25 22UQ007-0005 2025 sub			72.00
28/07/2025	PAY 101499	Gt Easton Parish Hall donation Toddler Group s19 LG(MP)A 76			100.00
31/07/2025	PAY 101500	Bank service charge			6.00
27/08/2025	PAY 101501	Thornwood Garden Mtce Ltd inv0915_20250721 (July cut)			90.00
27/08/2025	PAY 101502	K Rixson salary July hours			437.24
31/08/2025	PAY 101503	Bank service charge			6.00
		TOTAL			<u>1,405.63</u>
31/08/2025		Balance carried forward			<u>14,523.87</u>

Broxted Parish Council**Bank: Unity Trust instant access****From 01/07/25 to 31/08/25**

Date	Reference	Details	Receipts £	Payments £	Balance £
01/07/2025		Balance carried forward			<u>9,536.90</u>
01/08/2025		Balance carried forward			<u>9,536.90</u>
31/08/2025		Balance carried forward			<u>9,536.90</u>

Item 6.2.2

Meeting 11 Sept 2025

Broxted Parish Council

Payments due and to note - already approved

From 11 Sept 2025

Invoice/rcpt date		Item	£	£	£	Budget category
		Receipt	Payments			
			Net	VAT	Total	
not known	Credit on insurance premium (renewal date now 28 Feb 26)	310.78		0.00		Insurance
by 22 Sept 25	Mythic Beasts web and email hosting one year to 22 08 2026		50	10.00	60.00	Office expenses
by 1 Oct 25	Thornwood Grounds maintenance - grass cutting August		150.00	30.00	180.00	hedges, weeding, grass
tbc	Reimburse clerk for expenses - Land Registry fee Prince of Wales £7 and pro rata share of shredding costs £4.47		11.47	0.00	11.47	Legal liabilities
20-Sep-25	Sept salary (August hours including hol pay 6 days)		243.73	0.00	243.73	Staff costs
30-Sep-25	Bank charges		6.00	0.00	6.00	bank charges
TOTAL		310.78	461.20	40.00	501.20	

Subject: New invoice from Parish Online #22UQ007-0005
From: Parish Online <invoice+statements@parish-online.co.uk>
Date: 15/07/2025, 15:24
To: clerk@broxted-pc.gov.uk



Parish Online

Invoice from Parish Online

£72.00

Due August 14, 2025

invoice
illustration

 Download invoice

To clerk@broxted-pc.gov.uk
From Parish Online
Memo Alternative payment methods:
BANK TRANSFER: Sort Code: 09-01-29 Account:
26025982.
CHEQUE: Please make cheques payable to 'Geosphere
Ltd' and post to 'Geosphere Ltd, PO Box 6987,
Basingstoke, RG24 4HQ'. VAT Number: GB296312096.

Pay this invoice

Invoice #22UQ007-0005

JUL 15, 2025 – JUL 15, 2026

Parish Online - Mapping Software (per Year)	£60.00
Qty 1	

Subtotal	£60.00
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Total excluding tax	£60.00
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VAT (20%)	£12.00
Total due	£72.00
Amount paid	£0.00
Amount remaining	£72.00

Questions? Visit our [support site](#), contact us at support@parish-online.co.uk, or call us at **+44 1256 586980**.

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— Attachments:

Invoice-22UQ007-0005.pdf

291 kB



TAX INVOICE

Broxted Parish Council

Invoice Date
21 Jul 2025

Invoice Number
INV-0915

VAT Number
310431269

Thornwood Grounds
Maintenance Limited
Unit 2 Home Farm Yard
Gaunts End
Bishop Stortford
CM22 6DR

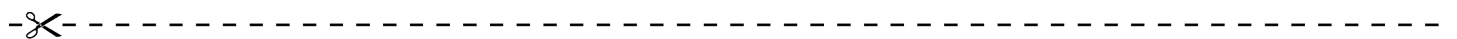
Description	Quantity	Unit Price	VAT	Amount GBP
Completed grass cutting as agreed round the Village on 17th July 25	1.00	75.00	20%	75.00
Subtotal				75.00
TOTAL VAT 20%				15.00
TOTAL GBP				90.00

Due Date: 31 Aug 2025

Bank details for payment

Santander
09-01-29
31937434

Please quote invoice number on all payments.



PAYMENT ADVICE

To: Thornwood Grounds Maintenance Limited
Unit 2 Home Farm Yard
Gaunts End
Bishop Stortford
CM22 6DR

Customer Broxted Parish Council

Invoice Number INV-0915

Amount Due 90.00

Due Date 31 Aug 2025

Amount Enclosed

Enter the amount you are paying above

Subject: Your payment of £7.00 to Search for land and property information was successful
From: "GOV.UK Pay" <gov.uk.pay@notifications.service.gov.uk>
Date: 23/07/2025, 13:05
To: clerk@broxted-pc.gov.uk



Your payment of £7.00 to Search for land and property information was successful

Payment for: Title register
Reference: 1000008060767
Date of payment: 23 July 2025 – 13:02:10

This email address is not monitored. If you have any questions about your payment, contact the service you made the payment to directly.



Mythic Beasts Ltd.
PO Box 1363
Cambridge
CB1 0FJ

<https://www.mythic-beasts.com/>

To:
Kate Rixson
Broxted Parish Council
6 The Maltings, Broxted
Dunmow
CM6 2EJ
GB

INVOICE

Invoice date	Sat 23-Aug-2025
Invoice number	244723
Customer number	24036
Account created	Thu 12-Dec-2019
Contact email	<i>council@broxted.io</i>

Ref	Date	Description	VAT	Amount
1046433	2025-08-23	Hosting, Web 50 [15GB disk, 250G/month] ocelot:broxted2 2025-08-23 to 2026-08-22	£10.00	£50.00
Subtotal				£50.00
VAT (United Kingdom)				£10.00
Total				£60.00

VAT registration numbers: GB890086605 (UK sales) and EU372014680 (EU sales)

To pay this invoice by credit or debit card, please use the following link:

<https://www.mythic-beasts.com/customer/pay?s=0b442f1d13bbab7f061e443c3cd820d7&i=244723> Payment by BACS transfer is also accepted. Our account name is "Mythic Beasts Ltd", our account number is 29521599, and our sort code is 52-10-46. International customers may need our SWIFT BIC code which is NWBKGB2L, and our IBAN code is GB65NWBK52104629521599. Please quote the invoice number in the reference field when making a BACS transfer. Payment is due within 30 days. Non-payment will result in suspension of your account as per the Acceptable Use Policy.

If any of the contact details on this invoice are incorrect, you can change them using the Customer Control Panel at:

<https://www.mythic-beasts.com/customer>

If you have any queries, please contact us at *support@mythic-beasts.com*.



TAX INVOICE

Broxted Parish Council

Invoice Date

2 Sep 2025

Invoice Number

INV-0947

VAT Number

310431269

Thornwood Grounds

Maintenance Limited

Unit 2 Home Farm Yard

Gaunts End

Bishop Stortford

CM22 6DR

Description	Quantity	Unit Price	VAT	Amount GBP
Completed grass cutting as agreed round the Village on 7th and 21st August 25	2.00	75.00	20%	150.00
Subtotal				150.00
TOTAL VAT 20%				30.00
TOTAL GBP				180.00

Due Date: 1 Oct 2025

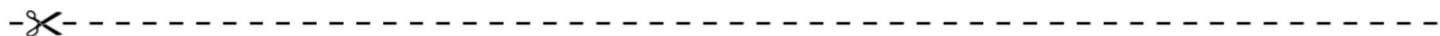
Bank details for payment

Santander

09-01-29

31937434

Please quote invoice number on all payments.



PAYMENT ADVICE

To: Thornwood Grounds Maintenance Limited
Unit 2 Home Farm Yard
Gaunts End
Bishop Stortford
CM22 6DR

Customer Broxted Parish Council

Invoice Number INV-0947

Amount Due 180.00

Due Date 1 Oct 2025

Amount Enclosed

Enter the amount you are paying above

	New items for discussion highlighted in green						case officer/c ontact	Position at 8 Sept 2025 (changes since last report in bold)
Pre-application Consultations	None currently							
New applications which are open for consultation		Appln	consult end date	issues/notes	council view			
25/2339/HHF	Shingle Cottage, Sucksted Gn	Change access, take out hedge/trees	02-Oct-25					
25/2239/LB	Chaureth Cottage Cherry Green	Replace windows	23-Sep-25					
25/1542/FUL	Stansted Airport	increase passenger numbers to 51mn pa + 2 new taxiway links to runway	21 July 2025 but committee decisions - Planning committee 17 September 25	transport infrastructure for extra passengers, noise, etc			Maria Shoesmith	Not yet on Planning Committee agenda.
Previous applications - consultation ended (bold indicates new outcome since last meeting)								
25/1970/FUL	Toad Hall, Chapel End	Demolish, build 6 dwellings	25-Aug-25					Awaiting decision
25/1652/AG	Plot 11 Garrolds Farm (south of The Rise)	4 agricultural barns	NO CONSULTATION	application for UDC to decide if prior approval is needed				No prior approval needed
Previous applications - consultation ended (bold indicates new outcome since last meeting)								

25/1427/LB	Cherry Gn Farm, Cherry Gn	remove render, repair and insulate, new render	24-Jun-25	listed building consent only				Approved
25/1352/HHF	Mitsu, 3 Browns End Rd	front, side and rear extensions	19.6.25					refused
25/0320/FUL	Dunwell, Chapel End	retrospective for car parking	01-May-25	likely airport- related	objectn. Called in to planning committee	01-May-25	Natasha Vernal	awaiting decision
Enforcement	Property			Issue				Position at (date)
ENF/INV								08.09.2025
INV 24/0208C	Prince of Wales car park		new file, same issue, opened 17 Dec 2024	Waste dumping, fire set			Nicola Clark	Improved but not cleared. Officer advises van and carparking can't be prevented.
25/03351/ENFL Y	Land formerly part of Garrolds Farm			refrigeration unit on site, apparently dumped			Graham Rendell	On private land so Enforcement unable to investigate. No action taken by UDC
INV/24/0081/C	Dunwell, Chapel End		opened 16 April 2024	Commercial airport-related parking				Retrospective planning application made (25/0320/FUL). Under investigation.

Enforcement	Property			Issue				Position at (date)
ENF/INV								08.09.2025
INV 24 0070 C	Land south of Brick End			failure to comply with pre-commencement conditions			Nicola Clark	Delays in applying for discharge of conditions. UDC has asked agent to apply. No external lighting is allowed unless applied for.
INV 24 0018 C	land opp Water Hall/ formerly Garrolds Farm		opened 24 Jan 24	caravan, water treatment plant, groundworks, entrance to road, without PP				No further information. Some activities may be covered by agricultural permitted development. Distr Cllr has requested visit.
23/0145/B	Squirrels, Brick End		opened 8 August 2023	airport parking, breach of listed building regns				Stop notice served. Activity stopped. Appeal lodged against time allowed for compliance.
23/0080/C	Land south of Goodacres, Church End			untidy site				Still open. Same officer as land east of Goodacres

Enforcement	Property			Issue				Position at (date)
ENF/INV								08.09.2025
23/0013/C and INV/22/0239/C	The Warehouse		opened 31 Jan 2023 and 23 Nov 22	breach of consents				further work on vehicles outside building reported. File still open. Further complaints made Sept 2024 and March 2025
INV 22 0121 C	Land south of Goodacres, Church End			use of land - dogs running loose, horses, noise and overnight camping. Damage to neighbours' fences.			Sarah Marshall	File open since June 2022. Site very untidy. Details passed to officer investigating INV 23/0080/C
Appeals	Property	Application	Date of refusal	Date of appeal	Appeal validated	Start letter issued	Deadline	Summary
23/1732/FUL APP/C1570/W/24/3353759	Tudor Hall, Pledgdon Green	3 dwellings	2.07.24			01.11.2024	passed	Dismissed (refused)
24/1116/FUL APP/C1570/W/25/3360352	Walnut Tree Cottage, Brick End	1 bungalow	4.10.24	7.2.25		29.4.25	3.6.25	appeal by written representations, with site visit if inspector decides it's necessary.



stanstedairportwatchchairman@talktalk.net

Registered Office:
14 Harrisons
Birchanger
Bishop's Stortford
Herts CM23 5QT
1 September 2025

FAO: Kate Rixson
Clerk to Broxted Parish Council
c/o Broxted Village Hall
Brown's End Road
Broxted
Dunmow CM6 2BQ

Dear Kate,

Email: clerk@broxted-pc.gov.uk

As you may know, when we wound up Stansted Airport Watch ('SAW') last September, we set up the Stansted Airport Watch Foundation ('SAWF'), a not-for-profit Community Interest Company ('CIC'), and we transferred all the residual net assets of SAW to the SAWF.

The SAWF has broadly the same objectives as previously pursued by SAW, i.e. to try, as far as possible, to protect the quality of life for local communities and environment from the adverse impacts of Stansted Airport. The SAWF does not engage in day-to-day campaigning but it has the ability to provide financial support for projects which are consistent with its objectives.

The greatest threat of all is the prospect of a second Stansted runway. As matters stand, this appears to be a distant prospect but, if and when the threat re-emerges, the SAWF will hopefully have sufficient funds to help a new campaign group get itself quickly established. We currently have funds of just over £90,000, almost all of which is invested for long term growth.

You can find further details about the SAWF, including our annual report on the Companies House website at <https://find-and-update.company-information.service.gov.uk/company/15771470>.

Finally, to the main point of this letter. We currently have six directors, all of whom were formerly long-standing members of the SAW Executive Committee (and before that, the SSE Executive Committee). In due course we would like to gradually to hand over the reins to locally elected parish councillors and it would be helpful to know which members of your council might be interested in becoming a director of the SAWF. The workload is minimal but there are significant legal responsibilities, as well as the duty of trust to the local community.

I look forward to hearing from you and I would be happy to come along to one of your parish meetings and provide further explanation if invited to do so.

I am writing in similar terms to a handful of other parish councils in close proximity to the airport.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Brian Ross".

Brian Ross
Chairman, SAWF

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To: "KATHERINE RIXSON" <clerk@broxted-pc.gov.uk>



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