



SCAN ME

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BROXTED PARISH COUNCIL

**Councillors are summoned to the Meeting of the Parish Council
at Broxted Village Hall on Thursday 11 September 2025 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 a councillor's decision, in any agenda item, should be declared at the start of the meeting and when the item is discussed. If a councillor becomes aware, during the meeting, of any interest which they have not previously declared, they should declare it immediately.
- 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 10 July 2025**
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 balances on bank statements and reconciliation with cash book entries.
 - 6.2.2 To note payments and transfers made since the last meeting of the council and due before the next council meeting (previously approved, statutory payments and payable contractually).
 - 6.2.3 To note the revised clerks' salary scale agreed nationally in July 2025 and confirm its adoption with effect from 1 April 2025.
 - 6.3 Planning update*
 - 6.4 Footpaths and highways
 - 6.5 Reports from Councillors
- 7. To consider response from Uttlesford District Council concerning open planning enforcement files and decide next steps**
- 8. To consider training needs for clerk and councillors and approve in principle.**
- 9. To consider the Stansted Airport Watch Foundation's request for councillor-trustees.**
- 10. Decisions to be made**
 - 10.1 To accept a quote to update the previous survey - £398.40
 - 10.2 To arrange installation of dog waste bin at Church End and approve the cost
 - 10.3 To approve a donation to the Village Hall charity for the cost of weed control and hedge-cutting at the Village Hall (£70 weeds, £200 hedge).

- 10.4 To approve payment of the invoice for a dog waste bin and grit bin and to approve disposal of the old grit bin.
- 10.5 *This is not an agenda item and is subject to change after service of the summons and publication of the agenda.*

To consider commenting on new planning matters* including

UTT/25/2239/LB – Chaureth Cottage, Cherry Green. To replace windows. Comments by 23 Sept 2025.

UTT/25/2339/HHF – Shingle Cottage, Sucksted Green. Revised driveway access, remove sections of hedging and trees (no tree preservation orders).. Comments by 2 October 2025.

10. Matters to be noted and/or for future consideration

11. To confirm the date of the next meeting of the parish council as Thursday 9 October 2025 at 7.30pm at Broxted Village Hall.

*Items have supporting documents – see website www.broxted-pc.gov.uk, scan QR code above or phone 01371 870711

Prepared by *Kate Rixson*, Clerk to Broxted Parish Council, and issued on 4 September 2025