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BROXTED PARISH COUNCIL

**Councillors are summoned to the Meeting of the Parish Council
at Broxted Village Hall on Thursday 9 October 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. PCSO Alexander Stewart attending to discuss new "DNA" property marking kits and other matters

5. District Councillors' and County Councillor's reports to be heard, if attending

6. Approval of minutes of the Parish Council Meeting on 11 September 2025

To confirm that the minutes of the last meeting are an accurate record.*

7. Reports to be received, as available

7.1 Clerk's report* including any decisions made under delegated powers.

7.2 Finance*

7.2.1 To note balances on bank statements and reconciliation with cash book entries.

7.2.2 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).

7.2.3 To note spending and income compared with the budget.

7.3 Planning update*

7.4 Footpaths and highways

7.5 Reports from Councillors if any

8. To consider information received from Uttlesford District Council concerning steps taken on enforcement matters and decide next steps

9. To consider whether to request a transfer of land opposite the Prince of Wales pub from Essex County Council to the ownership of the parish council.*

10. Decisions to be made

10.1 To transfer the second half of the precept to the council's deposit account

10.2 To approve payment of the invoice from Essex Legal Services - £837.90 plus VAT.

10.3 *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/25/2416/HHF and 25/2417/LB - 7 The Maltings, Muscombs Lane. To convert garage to annexe. Comments by 15 October 2025.

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

12. To confirm the date of the next meeting of the parish council as Thursday 13th November 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 1 October 2025