

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.