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BROXTED PARISH COUNCIL

**Councillors are summoned to the Meeting of the Parish Council
at Broxton Village Hall on Thursday 8 January 2026 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**
- 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 13 November 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 previously-approved payments due before the next council meeting
 - 6.2.3 To note the council's income and spending for the nine months to 31 December 2025 (three-quarters of the financial year) and to compare this with the budget for 2025-26
 - 6.3 Footpaths and highways
 - 6.4 Reports from Councillors if any
- 7. To consider planning decisions made and decide whether to comment on new planning applications**
 - 7.1 Report of planning decisions made*
 - 7.2 New applications, appeals and enforcement matters open for comment:
UTT/25/3314/HHF – Shingle Cottage, Sucksted Green, changing driveway and removing hedging. Comments due by 15 January.
Additional matters may be considered in the meeting, if the parish council is notified of them after publication of the agenda.
The application documents can be found on the [Uttlesford District Council website](#).
- 8. Decisions to be made**
 - 8.1 To consider and approve budget 2026-27 and review reserves*

- 8.2 Set precept for 2026-27 including consideration of effect on council tax under the tax base for 2026-27*
- 8.3 To approve payments as follows (all approved in principle 8 May 2025).*:
 - £10 to renew membership of the Hundred Parishes Society for 2026
 - £116 to renew the clerk's membership of the Society for Local Council Clerks
 - £80 plus VAT for email service from Mythic Beasts – invoice 255214 12 Dec 2025.
- 8.4 To consider progress and decide any steps needed to allow residents to continue to use the beacon in the future
- 8.5 To consider commenting on the government consultation on local government re-organisation (by 11 January 2026).
- 8.6 To fix dates for the Annual Assembly of the parish (to be held between 1 March and 1 June inclusive) and the Annual Parish Council Meeting (to be held in May).
- 8.7 To re-appoint Per Pro Limited as the council's auditor.
- 8.8 To consider two estimates for installing an internet connection at the Village Hall

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

At the next meeting of the council, to propose donations and grants to charities or local organisations.

10. To confirm the date of the next meeting of the parish council as Thursday 12th February 2026 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 January 2026