

Minutes of the Meeting of Broxted Parish Council on 12 February 2026 at 7.30pm at Broxted Village Hall

Present:

Cllr Vere Isham (chair), Cllr Wendy Adams (from 8.30 pm/item 26/02-6.3), Cllr Tony Adams, Cllr Sarah Cousins, Cllr Adam Hume, Cllr David Van Haaren and Cllr Rachel Kesterton.

Kate Rixson (Clerk).

The meeting opened at 7.30 pm. The chair welcomed parish councillors and District Councillors Bagnall and Coletta.

26/02-1 Apologies for absence

Cllr Wendy Adams gave apologies for arriving late as she would be delayed by work. The reason for absence was accepted.

26/02-2 Declarations of interest in matters on the agenda

No interests were declared.

26/02-3 Public open forum

No members of the public were present except for District Councillors Bagnall and Coletta.

26/02-4 District and County Councillors' reports.

County Councillor Martin Foley had kindly sent a written report and apologies for being unable to attend.

Cllr Bagnall expressed concerns about the content of the new Local Plan which was likely to be approved by the council in March: that the Countryside Protection Zone would reduce in size; and that it was unlikely that there would be a 5-year supply of land for housing on the date of approval. He asked the parish council to consider writing to the district council cabinet member for planning, Cllr John Evans, to ask for assurances that the Local Plan would protect the parish from speculative building and that inappropriate applications in the Countryside Protection Zone would be refused. **Action: Clerk to consult with councillors on a draft.**

Arrangements for Cllr Isham to make representations to a full council meeting on planning enforcement issues were discussed.

26/02-5 Approval of minutes of the previous Parish Council Meeting

The minutes of the parish council meeting on 8 January 2026 were approved as an accurate record and signed by the chair.

26/02-6 Reports received

26/02-6.1 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 condition of the noticeboards would be checked, to consider repair or replacement. **Action: Cllr Hume**

26/02-6.2 Financial Reports

26/02-6.2.1 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.

Funds received up to 31 January 2026 were £20,459.47 and expenditure to 31 January 2026 was £9,401.41 plus VAT of £563.22 (total £9,964.63). The increase in reserves since 1 April 2025 was therefore £10,494.84.

Bank balances matched the cashbook with £19,815.91 in the deposit account and £10,073.32 in the current account.

26/02-6.2.2 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 £274.98 paid in January, had been circulated and was tabled. Payments previously agreed and/or due before the next meeting included salary for January hours of 149.46.

26/02-6.3 Footpaths and highways issues

Councillors reported on flooding of local lanes and consequent damage to pothole repairs. Cllr W Adams arrived at this point in the meeting.

26/02-6.4 Reports from councillors

None not otherwise noted.

26/02-7 Planning decisions made and new planning matters to be considered

26/02-7.1 Decisions made by Uttlesford District Council, local planning authority

A note of planning decisions had been circulated and was tabled. It was noted that there was now a 3-month time limit for the restoration of the land at Squirrels, following the dismissal of the appeal against the enforcement notice.

26/02-7.2 New applications, appeals and enforcement matters open for comment

Application UTT/26/0030/FUL, relating to land adjacent to Goodacres, was considered. This was a new application to build one dwelling, making changes to a previous application which had been approved on appeal. The council decided not to comment as the changes appeared minor.

26/02-8 Decisions

26/02-8.1 Consideration of costs for installing an internet connection at the Village Hall at the parish council's expense

The council reviewed the analysis of options (see annexed report) and the recommendations.

It was decided to accept Gigaclear's offer to provide a 100 Mbps connection for £30 plus VAT per month, the rate being fixed for two years, and to review the level of use and the costs before this discounted rate expired in two years' time. **Action: Clerk**

26/02-8.2 To make grants and donations under s137 Local Government Act 1972 and other powers

After discussion it was decided to make the following payments:

St Clare Hospice	£150
Essex and Herts Air Ambulance	£200
Home-Start Essex – for work in Uttlesford	£100
Support 4 Sight	£100

EACH (East Anglia's Children's Hospice)	£150
Open Spaces Society – Legal Fund (and to rejoin as members, £45 from subs budget)	£100
Marie Curie	£100
Poppy wreath – Royal British Legion (paid Nov 2025)	£20
Uttlesford Food Bank	£100
Broxted with Chickney Church Committee towards upkeep of the open churchyard	
S9 Open Spaces Act 1906	£200
Citizens' Advice Uttlesford - s142(2A) LGA 1972	£400
Friends of Historic Essex membership s111 LGA 1972	£12
Citizens' Advice East Herts s142 (2A) LGA 1972 (sent earlier in the financial year)	£400
Uttlesford Community Travel ss22-23 and 106A Transport Act	£100
The total donations under s137 LGA 72 would not exceed the statutory limit.	

Action: Clerk

26/02-8.3 Consideration of installing a dog waste bin at the Village Hall car park

It was agreed to buy a Glasdon dog waste bin and arrange and pay for installation. The total cost was likely to be £475. The bin and installation costs would be a donation in kind to the Village Hall charity and the bin would become the property of the charity. The district council had agreed to empty the bin as refuse collectors visit the hall to empty wheelie bins already (although they do not empty the general litter bin which belongs to the hall and is emptied by volunteers).

26/02-8.4 Approval of payments notified in the meeting

The clerk reported that the Open Spaces Society membership was due for renewal at £45. This was approved. **Action: Clerk**

26/02-8.5 Approval of renewal of insurance with existing insurer with effect from 28 February 2026

The policy premium would be £1,414.25, for the second year of the three-year agreement. This was approved. **Action: Clerk**

26/02-8.6 Review of the Council's Risk Assessment document

It was agreed to defer this item to the next meeting **Action: Clerk**

26/02-8.7 Consideration of the draft revised introduction to Broxted on the Hundred Parishes Society website

It was noted that the plaque concerning Stansted Airport expansion was in one of the photos but was no longer in situ. To advise the society, **Action: Clerk**

26/02-8.8 Consideration of the installation of a speed-activated warning sign in the parish

The schemes offered by the district council and by Essex County Council were both discussed. The council concluded that neither offered value for money, since new posts would need to be installed, on a timetable and at a cost decided by the Highways Authority, and the equipment from UDC would only be on loan for a few weeks and then moved to another parish. It was agreed that the council should not participate.

Councillors also discussed a Speedwatch group and details of the requirements would be circulated. **Action: Clerk**

26/02-9 Matters to note and/or for future consideration

A donation to the Five Parishes Magazine would be considered at the next meeting.

Action: Clerk

26/02-10 Date of next meeting

Confirmed as Thursday 12 March 2026 at 7.30pm in the Village Hall.

There being no further business the meeting closed at 9.45 pm.

DRAFT