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## **BROXTED PARISH COUNCIL**

**Councillors are summoned to the Annual Meeting of the Parish Council at Broxted Village Hall on Thursday 14 May 2026 following the Annual Meeting of the Parish at 7.30 p.m**

### **Notice and Agenda**

- 1. Election of the Chair of the council and chair's declaration of acceptance of office**
- 2. Election of the Vice-Chair of the Council**
- 3. Apologies for Absence** and, if accepted, the reason to be approved by resolution
- 4. Declarations of interest**
- 5. Public Open Forum**
- 6. District Councillors' and County Councillor's reports to be heard, if attending**
- 7. Approval of minutes of the Parish Council Meeting on 9 April 2026**  
To confirm that the minutes of the last meeting are an accurate record.\*
- 8. Reports to be received, as available**
  - 8.1 Clerk's report\* including any decisions made under delegated powers.
  - 8.2 Finance\*
    - 8.2.1 To note balances on bank statements and reconciliation with cash book entries.
    - 8.2.2 To note payments and transfers made since the last meeting of the council
    - 8.2.3 To note previously-approved payments due before the next council meeting
  - 8.3 Footpaths and highways
  - 8.4 Reports from Councillors
- 9. To consider the report on planning issues and new planning applications**
  - 9.1 Report of planning decisions made\*
  - 9.2 New applications, appeals and enforcement matters open for comment:  
At the date of issue of the agenda, the council had not been notified of any new applications in the parish. However new applications notified after the agenda is publicised may be discussed.
- 10. Decisions to be made**
  - 10.1 To review and decide on a change to the council insurance policy including payment of an additional premium and fee of £874.33.\*
  - 10.2 To decide whether to set up a Speedwatch group

- 10.3 To consider progress and plan next steps in raising concerns with Uttlesford DC regarding planning enforcement
- 10.4 To consider steps to have the village beacon moved out of the fenced building plot at Brick End
- 10.5 To consider work to the concrete base of the Brick End bus shelter
- 10.6 To review the level of reserves and decide on the amount of an earmarked reserve for the Village Hall
- 10.7 To approve payments as follows and others as notified in the meeting\*:
  - £392.50 to Glasdon for dogwaste bin
  - £165 for installation of waste bin at Village Hall

**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 11th June 2026 at 7.30pm at Broxted Village Hall.**

\*Items have supporting documents – search for “Agenda”/”agenda pack” on our website [www.broxted-pc.gov.uk](http://www.broxted-pc.gov.uk) or phone 01371 870711. The QR code at the top of this agenda or copying the code <https://bit.ly/3OznGhe> into your web browser will take you to the correct web page.

Prepared by *Kate Rixson*, Clerk to Broxted Parish Council, and issued on 8 May 2026