

Action taken under delegated powers (i.e. at Clerk's initiative)	Details (bold indicates new developments since last report)	Action taken/outcome (updates on earlier items shown in bold)	Date of most recent update (bold = new)	Date closed or ratified
May/June 26	National proposals for PC accounting systems - a sector-specific accounting system will be required within the next 2 years.	Comparing options. To be reported to council meeting in due course. Currently a generic cashbook provider is used, which is free of charge but means e.g. a spreadsheet has to be prepared to reclaim VAT.	01-Jun-26	
	First registration of Village Hall at Land Registry	Reminders sent to solicitors for report. Phone calls to chase. Solicitors have not yet had registration confirmed and are enquiring.	04-Jun-26	
	Trees on common	Tree defect report advises felling one tree (damaged by putting in a fence) and surgery on others	21-May-26	agenda 11 June 26
Mar/Apr 26	VAT	To set up an account with HMRC so the hall can reclaim its VAT (currently claimed by council and transferred to Hall charity - lawfully but using the wrong procedure). Going through HMRC checking process currently.	01-Jun-26	
	Broxted Directory 2026	Now available on website and boards	30-Apr-26	30-Apr-26
	Website	IT policy added. Advice received from auditor that a single page should cover all the public rights to transparency and access to documents. To be set up.	19-Mar-26	
Meeting date	Most recent and oldest Minute ref	Action taken/outcome (updates on earlier items shown in bold)	Date of most recent update	Date closed
14-May-26	26/03-9, 26/05-9.1	Risk assessment	14-May-26	to report to council
Meeting date	Most recent and oldest Minute ref	Action taken/outcome (updates on earlier items shown in bold)	Date of most recent update	Date closed
12-Feb-26	26/02-6.1	Condition of noticeboards	19-May-26	14 May meeting

	26/02-8.1	Set up internet contract with Gigaclear	Installation due 22 June 26	01-Jun-26	
	26/02-8.3	Install dog waste bin at Village Hall	Installed. UDC has been asked to empty it.	30-May-26	
08-Jan-26	26/01/8.4, 26/05-9.4	To move beacon off inaccessible land	Pub owner has agreed to move beacon to a central position in the pub car park and allow access but not yet done. To remind again	20-Feb-26	
11-Sep-25	25/09-10.1	Update on tree inspection	Report received - work required	21-May-26	agenda 11 June 26
10-Jul-25	25/07-7, 25/10-5	UDC Planning Enforcement issues/complaint	Clr Evans offered a further update on Enforcement decision on market garden site (opp Water Hall, Woodgates End). Reminded 8 April, acknowledged and further info promised (not received yet). Enforcement policy was on the agenda of UDC cabinet meeting April - a new policy was adopted.	09-Apr-26	
10-Apr-25	25/04-8.4	To ask Martin Foley to follow up re condition of Pledgdon Gn Road/Brick End Road	Emailed. He has chased Highways. Repairs not yet planned. Interactive map (June 2026) shows a number of road defects from The Rise to Wood Farm - all marked for inspection. Most were last updated in March 2026	07-Jun-26	
10-Nov-22	22/11-7.3	Amend clerk's contract	To amend contract with new holiday entitlement under local councils agreements and to propose set hours as zero-hours contracts not lawful.	15-Nov-22	for agenda

Meeting date	Most recent and oldest Minute ref	Action taken/outcome (updates on earlier items shown in bold)	Date of most recent update	Date closed
10 Nov-22, 11/11/2021	22/11-6.3, 21/11-8.5	Propose a Local Highways Scheme - speed restriction to 30mph and HGV advisory sign and road markings on Brick End Rd. Scheme was submitted 5 Dec 21 to Cllr Foley and endorsed by him.	10-Mar-26	
06-May-21	21/5-9.1	Report damage to road sign	04-Jan-26	

Item 6.2.1**Meeting 11 June 2026****Year 2026-27****Financial report for meeting on 11 June 2026****Summary and bank reconciliation****Receipts and payments for 1 April to 31 May 2026****Balances on 31 May 2026**

Receipts and payments	£	Notes and total
Receipts (i.e. income) 1 April to 31 May 2026	10,630.00	First half of precept
Expenditure 1 April to 31 May 2026 (not including transfers between bank accounts).	£4,454.89 + <u>251.12</u> VAT £4,706.01	As recorded in cashbook.
Receipts less expenditure to 31 May 2026 - Includes any VAT paid.	£5,923.99	This is the increase in reserves since 1 April 2026
Reconciliation of cash book with bank account		
Unity Current account as per bank statement and cash book 31 May 2026	£11,803.76	Bank statement matches cashbook
Unity Deposit account as per bank statement and cash book at 31 May 2026	£19,918.11	Bank statements matches cashbook
Available funds (current plus deposit account balances less any unprocessed transactions)	£31,721.87	Includes reserves of £25,797.88 carried forward from 2025-26

Broxton Parish Council
 Bank: Unity Trust current
 From 01/05/26 to 31/05/26

Date	Reference	N	Details	A	Receipts	Payments	Balance
01/05/26			Balance brought forward				14,413.74
01/05/26	PAY 101563		S/O Friends of Historic Essex membership	§		12.00	
18/05/26	PAY 101564		NEST pension contribs emplr and empee Feb sal	§		14.33	
19/05/26	PAY 101565		Kestertons to reimburse ebay purch cork tiles (nbd repair)	§		50.00	
19/05/26	PAY 101566		Thornwood Garden Mtce Ltd inv 1096 01.05.26	§		185.40	
19/05/26	PAY 101567		Michael Willett rpt 054 06.05.26 dog bin install	§		165.00	
19/05/26	PAY 101568		Glasdon UK ltd inv SI936407 19.04.26	§		392.50	
19/05/26	PAY 101569		K Rixson Salary Apr 26 hours	§		437.59	
26/05/26	PAY 101570		Eco Tree Care defect survey 927 TS1002.26	§		463.68	
26/05/26	PAY 101571		CouncilWise SI-196 25 04 26	§		72.00	
26/05/26	PAY 101572		Clear Councils addnl prem inv LCO02541 21 05 26	§		810.48	
31/05/26	PAY 101573		Bank charges for month	§		7.00	11,803.76
31/05/26			Balance carried forward				<u>11,803.76</u>

Item 6.2.2

Meeting 11 June 2026

Broxted Parish Council

**Payments from current account - due and to note - already approved
From 11 June 2026**

Invoice date	Item/payee	£	£	£	Budget category
		Net	VAT	Total	
TBC	Per Pro Services Ltd for audit 2025-26 - estimate	180.00		180.00	Legal liabilities
	Thornwood grass cutting in May 26	154.50	30.90	185.40	Hedges, grass
	June salary (May hrs)	484.72	0.00	484.72	Staff costs
	Transfer to deposit account	5,000.00	0.00	5,000.00	
30-Jun-26	Bank charges	7.00	0.00	7.00	bank charges
	TOTAL	5,826.22	30.90	5,857.12	

	New items for discussion highlighted in green						case officer/co intact	Position at 7 June 2026 (changes since last report in bold)
Pre-applications Consultations	None currently							
New applications which are open for consultation	Appln	consult end date	issues/notes	council view				
26/1135 and 25	4 Woodgates End	16.06.2026						
26/1272/FUL	Happy Days, Chapel End	26.06.2026						
	listed building and planning consent for extension 1 self/custom-build house							
Previous applications - consultation ended	(bold indicates new							
26/0728/FUL	land r/o Ilona, Chapel End	13.05.2026						awaiting decision
26/0512/FUL	land rear of Tudor Hall Pledgdon Gn	20.4.26	called in to planning comm (if officer recommends approval)	opposed				withdrawn
26/0409/FUL	Mitsu, 3 Browns End Rd Brick End	16.04.26	extensions	repeat appln	not opposed			approved
25/3238/FUL	land east of Springfield House, Henham	23.4.26	Traveller site with 6 plots, 12 pitches (retrospective appln)	outside parish. Henham PC has requested support. Committee decision	Opposed			awaiting decision
Previous applications - consultation ended	(bold indicates new							
26/0603/PIP	land at Crabscrote Church End	3.04.26	planning in principle 1 house (in garden)		no comments			approved
26/0488/DFO	land east of Goodacres Church End	29.3.26	details of plots 1-3 following outline permission	committee decision		Mark Sawyers		Awaiting decision
26/0388/FUL	land east of Pear Trees, Brick End	19.3.26	build 2 houses	3rd similar application - others refused	opposed			Awaiting decision

Previous applications - consultation ended (bold indicates new)	land adj to Goodacres, Church End	19.2.26	revision to scheme approved on appeal ref 24/0323/FUL	not opposed	Start letter issued	Misbah Uddin	Awaiting decision
Appeals	Property	Date of refusal	Date of appeal	Appeal validated	Start letter issued	Deadline	Summary
INV/25/0048/C appeal ref 25/00056/ENFNO T, PINs appeal ref APP/C1570/C/25 J322127	Land at New Farm, Stansted Rd, Eisenham		01.09.25 (against enforcement notice)	23.09.25. Eisenham parish council has commented as a third party.	23.09.25	26.11.2025	Decision awaited on appeal
Enforcement ENF/INV	Property		Issue				Position at (date) 07.06.2026
INV/25/0140/C	Boreham Hall Farm		shipping containers used commercially, new building				status not known.
INV/25/0132/B	Wood Farm, Pledgdon Gn	06.08.25	Change to entrance/gate of listed bldg				Most recent planning application, to regularise, has been refused. Current status not known
INV/24/0081/C	Dunwell, Chapel End	opened 16 April 2024	Commercial ariport-related parking				Have asked for update.
INV 24 0018 C	land opp Water Hall/ formerly Garrolds Farm	opened 24 Jan 2024	caravan, water treatment plant, groundworks, entrance to road, without PP				Have asked for update (1 June 2026)

For meeting on 11 June 2026

Planning Tracker

Position at 7 June 2026

Enforcement ENF/INV	Property		Issue		Position at (date)
23/0013/C and INV/22/0239/C	The Warehouse	opened 31 Jan 2023 and 23 Nov 22	breach of consents		07.06.2026 further work on vehicles outside building reported. File still open. Further complaints made Sept 2024 and March 2025