BROXTED PARISH COUNCIL

Councillors are summoned to the Meeting of the Parish Council at Broxted Village Hall on Thursday 12 November 2026 at 7.30 p.m.

Scan the QR code below or enter https://bit.ly/4xXUHoS in your browser to see the agenda and supporting documents on our website

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 8 October 2026**
   To confirm that the minutes 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 Clerk's report on Stansted Airport Parish Forum meeting and district council information for the 2027 Parish Council elections
   - 6.3 Finance*
     - 6.3.1 To note balances on bank statements, income and expenditure in the year to date, and reconciliation with cash book entries.
     - 6.3.2 To note payments and transfers made since the last meeting of the council and due before the next council meeting (contractual, statutory or previously approved).
   - 6.4 Footpaths and highways
   - 6.5 Reports from Councillors
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/26/2055/LB – for listed building consent to add 1 dwelling (plot 5) to those approved under UTT/1166/04/FUL, at the site of an outbuilding at Broxted Hall Farm. This is linked to UTT/26/2054/FUL application for planning consent. The deadline for comments is 24 November 2026.
     Additional planning matters may be considered in the meeting, if the parish council is notified of them after publication of the agenda.
8. **Decisions to be made**
   - 8.1 To consider items for the 2027-28 budget, in preparation for approval after the tax base is available from the principal authority in December 2026*

8.2 To consider action in relation to the Willows Green Action Group's request for support with Uttlesford District Council planning enforcement.

8.3 To approve payments as follows:

- £23 to the clerk to reimburse for a Remembrance Day wreath, laid on behalf of the council*
- Purchase of a water butt for the Brick End bus shelter

8.4 To decide whether to meet the cost of bin collections from the Village Hall by Uttlesford District Council

8.5 To consider meeting the cost of hedge cutting the stretch of Brick End Lane which lies in Broxted parish up to The Prince of Wales, through Henham Parish Council, amounting to 35% of the cost of cutting the full length of Brick End Lane.

8.6 To consider making an allowance to the clerk for the cost of running the parish council's office in her home*.

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

10. To confirm the date of the next meeting of the parish council as Thursday 12th January 2027 at 7.30pm at Broxted Village Hall.

*Items have supporting documents – see website www.broxted-pc.gov.uk or phone 01371 870711

Signed *K Rixson* Clerk to Broxted Parish Council and issued on 6 November 2026