



## Little Braxted Parish Council

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### **Minutes of the Meeting of Little Braxted Parish Council held at the Braxted Bakery on Tuesday 13<sup>th</sup> January 2026 at 7.00pm.**

**Present:** Councillors: Barke, French, Howard, Jepson and Yeates

**Also Present:** District Councillor Morgan and one member of the public

**1. Apologies for absence**

There were no apologies for absence.

**2. Declarations of Interest**

No Members declared any interests in matters on the agenda.

**3. To Consider any requests from Members for Dispensations**

There were no requests from Members with pecuniary interests for dispensations to enable them to participate on the item in which they have a pecuniary interest.

**4. To Agree and Approve the Minutes of the Meeting held 11<sup>th</sup> November 2025**

The Council agreed and approved the signing of the minutes of the meeting held on 11<sup>th</sup> November 2025 as a true record.

**5. To Invite Members of the Public to speak on Matters Regarding and Affecting the Parish**

A member of the public enquired regarding the planning application and enforcement on the new traveller site. The Clerk stated he had heard nothing further but would contact Maldon District Council again.

**6. To receive financial statements as of November and December 2025**

The Council received and noted the financial statements as of 30<sup>th</sup> November and 31<sup>st</sup> December 2025, with that of 31<sup>st</sup> December showing a balance of £6,517.64

**7. To Review the Corporate Risks to the Council**

The Council reviewed the corporate risks to the Council and agreed that no further measures were necessary.

**8. To Review the Council's Risks**

The Council reviewed the Council's risks and agreed that no further risk reduction measures were required.

**9. To Consider the Draft Budget for 2026/27 and Agree the Precept Demand**

The Council considered the draft budget for 2025/26 and agreed the precept demand should be £5,335.00, with a Band D Council Tax of £66.69, an increase of 4.6%.

**10. To Adopt the Revised Disciplinary Policy as Recommended by the National Association of Local Councils**

The Council agreed to adopt the revised Disciplinary Policy as recommended by the National Association of Local Councils.

**11. To Agree to Erect Two Signs Warning of Use of CCTV and ANPR in Witham Road**

The Council agreed to erect two signs warning of use of CCTV and ANPR in Witham Road.

**12. To Approve the Following Payments**

The Council approved the following payments

<b>Document Reference</b>	<b>Payable To</b>	<b>In Respect of</b>	<b>£</b>	
947	J Aldis	Grounds Maintenance War Memorial	£360.00	Open Spaces Act 1906
948	J Aldis	Grounds Maintenance Village Green	£550.00	Open Spaces Act 1906
949	Lexus	Charles Arnold Baker 14 <sup>th</sup> Edition	£180.00	LGA 1972 s112(1) & s112(2)
950	FirstAid4Less	Defibrillator Pads	£334.92	LGA 1972, s.144
951	H Bendall	Litterpicking December	£107.75	LGA 1972, s.144
952	G N Mussett	Clerk's Salary December	£175.47	LGA 1972 s112(1) & s112(2)
953	HMRC	Tax/NI	£164.00	LGA 1972 s112(1) & s112(2)
954	G N Mussett	Clerk's Salary January	£175.47	LGA 1972 s112(1) & s112(2)
955	H Bendall	Litterpicking January	£88.36	LGA 1972, s.144
956	Maldon District Council	Speedchecks December	£116.75	LG and Rating Act 1997 s.10

**13. Clerks Report – for Information**

The Clerk reported that Wickham Bishops Parish Council were again contesting the recharges for maintenance of the War Memorial and the Remembrance Day service and had withheld paying their contribution towards this year's maintenance.

It was agreed to advise Wickham Bishops Parish Council that henceforth Little Braxted would fund both in their entirety.

The Clerk reported that the Council had been awarded £1,000 from Maldon District Council to conduct a Parish Plan and he would be seeking further funding to compliment it. It was agreed to hold a village social to launch the plan and to join the Rural Community Council of Essex for them to produce the questionnaire.

#### **14. Closure**

The meeting was closed at 7.30pm

## Budget 2026/27

Item	2016/17	2017/18	Budget 2018/19	Budget 2019/20	Budget 2020/21	Budget 2021/22	Budget 2022/23	Budget 2023/24	Budget 2024/25	Budget 2025/26	Draft Budget 2026/27
Clerk's Salary	£ 1,809.00	£ 1,900.00	£ 1,849.65	£ 1,900.00	£ 2,000.00	£ 2,288.00	£ 2,350.00	£ 2,350.00	£ 2,625.00	£ 2,650.00	£ 2,736
Subscriptions	£ 60.00	£ 65.00	£ 62.71	£ 65.00	£ 68.00	£ 70.00	£ 75.00	£ 75.00	£ 75.00	£ 80.00	£ 85.00
Audit Fees	£ 88.00	£ 85.00	£ 98.00	£ 105.00	£ 435.00	£ 110.00	£ 125.00	£ 180.00	£ 230.00	£ 250.00	£ 250.00
Insurance	£ 340.00	£ 340.00	£ 303.38	£ 350.00	£ 325.00	£ 317.00	£ 325.00	£ 375.00	£ 375.00	£ 390.00	£ 500.00
Election Fees	£ 15.00	£ 15.00		£ 90.00	£ 15.00	£ 75.00	£ 15.00	£ 90.00	£ 25.00	£ 25.00	£ 25.00
War Memorial	£ 250.00	£ 356.00	£ 350.00	£ 375.00	£ 375.00	£ 400.00	£ 600.00	£ 425.00	£ 450.00	£ 450.00	£ 500.00
PCSO											
Information Commissioner	£ 35.00	£ 35.00	£ 40.00	£ 55.00	£ 40.00	£ 40.00	£ 40.00	£ 40.00	£ 40.00	£ 40.00	£ 52.00
Data Protection Officer				£ -	£ -						
Remembrance Day Wreath	£ 40.00			£ 40.00	£ 25.00	£ 30.00	£ 30.00	£ 30.00	£ 30.00	£ 30.00	£ 30.00
Hall Hire	£ 300.00	£ 300.00	£ 250.00	£ 360.00	£ 360.00	£ 360.00	£ 150.00	£ 150.00	£ 150.00	£ 180.00	£ 180.00
Grass Cutting	£ 360.00	£ 380.00	£ 380.00	£ 400.00	£ 400.00	£ 400.00	£ 410.00	£ 450.00	£ 500.00	£ 550.00	£ 600.00
Remembrance Day Parade	£ 160.00	£ 220.00	£ 164.17	£ 160.00	£ 50.00	£ 70.00	£ 100.00	£ 100.00	£ 140.00	£ 100.00	£ 100.00
Litterpicking	£ 516.00	£ 200.00	£ 697.46	£ 800.00	£ 800.00	£ 800.00	£ 800.00	£ 820.00	£ 1,175.00	£ 1,300.00	£ 1,633.00
Parish Plan	£ 1,115.00										£ 400.00
Jubilee Celebrations/Fete	£ 600.00						£ 2,500.00	£ 250.00			
Transparency Fund	£ 407.00										
Defibrillator	£ 1,406.00								£ 50.00		£ 100.00
Speed Checks/VAS							£ 200.00	£ 250.00	£ 350.00	£ 350.00	£ 700.00
Other	£ 87.00		£ 483.33	£ 200.00	£ 200.00	£ 500.00	£ 400.00	£ 400.00	£ 400.00	£ 400.00	£ 400.00
Website/Email/Computer Software					£ 120.00	£ 50.00	£ 50.00	£ 55.00	£ 240.00	£ 200.00	£ 200.00
GDPR			£ 100.00								
Neighbourhood Watch Meetings			£ 284.69								
McAfee Subscription					£ 80.00	£ 80.00	£ 80.00	£ 85.00	£ 100.00	£ 100.00	£ 100.00
Precept	-£ 3,100.00	-£ 3,125.00	-£ 3,274.00	-£ 3,600.00	-£ 3,950.00	-£ 4,400.00	-£ 4,500.00	-£ 4,775.00	-£ 4,886.00	-£ 5,100.00	-£ 5,335.00
VAT Refund	-£ 55.00	-£ 100.00	-£ 80.00	-£ 180.00	-£ 255.00	-£ 90.00	-£ 120.00	-£ 120.00	-£ 1,300.00	-£ 500.00	-£ 1,000.00
Halifax Interest	£ -										
Gift - S Pulford	£ -										
Litterpicking	-£ 780.00	-£ 200.00	-£ 800.00	-£ 800.00	-£ 800.00	-£ 800.00	-£ 800.00	-£ 820.00	-£ 1,175.00	-£ 1,300.00	-£ 1,633.00
Village Fete	-£ 600.00						-£ 2,500.00				
Parish Plan	-£ 1,500.00										
War Memorial Recharge		-£ 331.00	-£ 350.00	-£ 331.00	-£ 400.00	-£ 400.00	-£ 400.00	-£ 410.00	-£ 430.00	-£ 550.00	-£ 550.00
Transparency Fund											
Defibrillator Grant	-£ 2,000.00										
Prize											
<b>Totals</b>	<b>- 447.00</b>	<b>140.00</b>	<b>559.39</b>	<b>- 11.00</b>	<b>- 112.00</b>	<b>- 100.00</b>	<b>- 70.00</b>	<b>-</b>	<b>- 836.00</b>	<b>- 355.00</b>	<b>£ 73</b>
Figures are NET of VAT which is reclaimable											
Bank Account Balances at end of year	£ 2,668.00	£ 5,390.00	£27,639	£2,577	£5,349	£10,155	£3,630	Est £3,360	Est £6,500	Est £6,900	Est £4,000
	Included £1,418 of earmarked funds	Includes £3,752 of earmarked funds	Includes £26,318 of earmarked funds	Includes £1332 of earmarked funds	Includes £3,100 of earmarked funds	Includes £7,193 of earmarked funds	Includes £1,534 of earmarked funds	Includes £590 of earmarked funds	Includes est £2,750 of earmarked funds	Includes est £4,300 of earmarked funds	Includes £1,290 of earmarked funds
Reserves Net of Earmarked Funds	£ 1,250.00	£ 1,638.00	£ 1,318.00	£ 1,245.00	£2,249	£2,962	£2,095	£2,238	£3,253	£2,780	Est £2,610
Band D Equivalent	83.4	84.1	84	84.8	84.8	85.5	82.2	81.9	80	82.1	82.1
Band D Council Tax	£ 37.17	£ 37.16	£ 38.98	£ 42.45	£ 46.58	£ 51.46	£ 54.74	£ 58.30	£ 61.08	£ 63.75	£ 66.69
			4.89%	8.92%	9.7%	10.5%	6.4%	6.5%	4.8%	4.4%	4.6%