



## Little Braxted Parish Council

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### **Minutes of the Meeting of Little Braxted Parish Council held in The Braxted Bakery, Witham Road, Little Braxted on Tuesday 25<sup>th</sup> September 2019 at 7.00pm.**

**Present:** Councillors: Bendall, French and Mills

**Also present:** Two members of the public

In the absence of the Chairman Councillor Bendall took the Chair for the meeting.

**1. Apologies for absence**

Apologies for absence had been received from Councillors Barke and Speakman..

**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 29<sup>th</sup> August 2019**

The Council agreed and approved the signing of the minutes of the meeting held on 29<sup>th</sup> August 2019 as a true record.

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

No members of the public wished to speak.

**6. To Receive and Note the External Audit Report for 2018/2019**

The Council noted the receipt of the External Audit Report for 2018/2019, which had no matters for the Council to address..

**7. To Comment on Planning Application No. 19/00917/FUL for proposed conversion of agricultural barn to form three Class B1 offices/workshops with associated parking at Barn at Sewells Farm, Witham Road**

The Council had no comments to make on this planning application.

**8. To receive a financial statement as of 31<sup>st</sup> August 2019**

The Clerk reported that as there had been no income nor expenditure in August the next bank statement would not be available until 30<sup>th</sup> September.

**9. 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>
572	H Bendall	Litterpicking August	£41.60
573	H Bendall	Litterpicking September	£41.60
574	G N Mussett	Clerk's Salary August	£125.15
575	G N Mussett	Clerk's Salary Septembert	£125.15
576	HMRC	PAYE/NI	£127.40
577	Cancelled		
578	PKF Littlejohn	External Audit Fee	£240.00
579	RBL Poppy Appeal	Wreath for Remembrance Day	£22.25

**10. Closure**

The meeting was closed at 7.20 p.m.