



Little Braxted Parish Council

Minutes of the Meeting of Little Braxted Parish Council held at the Braxted Bakery on Tuesday 26th November 2024 at 7.00pm.

Present: Councillors: Barke, French, Howard and Jepson.

Also Present: District Council Morgan and two members of the public

1. Apologies for absence

Apologies for absence had been received from Councillor Yeates.

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 10th September 2024

The Council agreed and approved the signing of the minutes of the meeting held on 10th September 2024 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 proposed, which the Council supported, an expression of thanks to the Clerk for organising the road closures for Remembrance Day.

Another member of the public indicated that they owned the strip of land being suggested for the new location of the dog bin.

Both the public and the Council expressed their disappointment to District Councillor Morgan regarding the District Council's approval of the redevelopment of Pasture Cottage. Concern was expressed regarding access during demolition and construction and the Clerk was asked to write to both Maldon District and Essex County Council seeking assurances about not damaging the village green nor the trees overhanging Heath Lane.

With the Council's approval the Chair brought item 9 forward in the agenda.

9. To Confirm the Final Location of the Dog Waste Bin

The Chairman explained how the dog bin had come to be moved from its agreed position. A debate took place regarding a new location and it was agreed to seek Essex Highways approval to site it in Witham Road near the footpath entrance leading to Wickham Bishops. If such approval was received the Clerk was to arrange its removal and re-installation.

6. To Adopt the Following HR Policies Based on the Recently Updated Policies Issued by the National Association of Local Councils

The Council agreed to adopt the following HR Policies based on the recently updated Policies Issued by the National Association of Local Councils

- a) Annual Leave
- b) Antbullying and Harrassment
- c) Compassionate Leave
- d) Data Protection
- e) Disciplinary
- f) Equality/Diversity
- g) Grievance
- h) Lone Working
- i) Maternity Leave and Pay
- j) Paternity Leave and Pay
- k) Performance Improvement
- l) Sickness Absence
- m) Training and Development
- n) Whistleblowing

7. To Note the Settlement of the 2024-2025 Local Government Pay Award and Agree to Implement the Award Backdated to 1st April 2024

The Council noted the settlement of the 2024-2025 Local Government Pay Award and agreed to implement the Award backdated to 1st April 2024.

8. To Receive a Financial Statement as of 30th September 2024

The Council received and approved a financial statement as of 30th September 2024 including detailed income and expenditure, budget comparisons and a bank reconciliation supported by a bank statement, showing total funds as £10,057.99.

10. To Approve the Following Payments

The Council approved the following payments

Document Reference	Payable To	In Respect of	£	Legislation
875	HMRC	Tax/NI	£175.00	LGA 1972 s112(1) & s112(2)
876	H Bendall	Litterpicking	£67.53	LGA 1972, s.144

877	G N Mussett	Clerk	£161.21	LGA 1972 s112(1) & s112(2)
878	Royal British Legion	Wreath for Remembrance Day	£20.00	LGA 1972, s.144
879	Community Action Suffolk	Website Hosting	£60.33	LGA 1972 s142
880	Maldon District Council	Installation of Dog Bin	£204.00	Litter Act 1983 s5
881	G N Mussett	Clerks Salary	£161.21	LGA 1972 s112(1) & s112(2)
882	H Bendall	Litterpicking	£67.53	LGA 1972, s.144
883	Maldon District Council	Speedwatch	£114.67	Local Government & Rating Act 1972 s30
884	Community Action Suffolk	Gov.uk Mailbox	£24.00	LGA 1972 s142
885	Amazon	Printer Cartridges	£67.45	LGA 1972 s112(1) & s112(2)
886	Land Registry	Identification of Land Ownership re Dog Bin	£6.00	LGA 1972 s112(1) & s112(2)
887	TCMC Crowded Spaces Ltd	Road Closure for Remembrance Day	£918.00	LGA 1972, s.144
888	G N Mussett	Clerk's Salary November	£232.16	LGA 1972 s112(1) & s112(2)
889	H Bendall	Litterpicking November	£138.46	LGA 1972, s.144
890	Maldon District Council	Road Closure Notice	£210.23	LGA 1972, s.144
891	Goodlife Countryside Services	Gardening at War Memorial	£510.00	Open Spaces Act 1906 s10
892	Goodlife Countryside Services	Grasscutting Village Green	£450.00	Open Spaces Act 1906 s10

11. Clerks Report – for Information

The Clerk reported that earlier in the year a quote had been received for the Remembrance Day road closure which was substantially lower than previously and this had been notified to Wickham Bishops and Great Braxted Parish Councils as joint contributors. However this quote had not been proceeded with, fortuitously as it

was incomplete in its offer, and so the costs to all three Councils was higher than expected. The Clerk warned that this may not be acceptable to the other Council and was asked to seek the reimbursement and notify the Council if there were issues as a result.

The Clerk reported that there had been no further correspondence on either the A12 or bridge width restriction and was asked to contact Essex Highways regarding having metal posts for the bridge width restrictions rather than the proposed plastic barriers.

12. Closure

The meeting was closed at 7.45pm