



Great Braxted Parish Council

Clerk to the Council:
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9th July 2026

To: Members of Great Braxted Parish Council

You are hereby summoned to attend

**THE PARISH COUNCIL MEETING TO BE HELD AT THE BRAXTED PAVILION ON
TUESDAY 14th July 2026 AT 8.00 PM**

for the purpose of transacting the following business:

LTownend
Clerk to the Council

A G E N D A

1. To Receive the Chairman's Declaration of Acceptance of Office

2. Apologies for Absence

3. Minutes from the Parish Council Meeting

Minutes of the Meeting held on 12th May 2026 to be taken as read and signed as a correct record by the Chairman ([attached](#)).

4. Declarations of Interest

Members are reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests which they know they might have in items of business on the agenda. They are reminded that they will need to repeat their declarations at the appropriate point in the meeting and leave the room if required under the Code of Conduct which took effect in July 2022. Unforeseen interests must be declared similarly at the appropriate time.

5. Maldon District Councillor Update

6. Public Participation Session

7. Finance

7.1 Accounts for Payment

To agree the accounts for payment, made between meetings, for the period between the 6th May and the 6th July 2026. [Attached.](#)

7.2 Bank Reconciliation

To receive and note the bank reconciliation to the 30th June 2026. [Attached.](#)

7.3 Budget Comparison

To receive the Quarter 1 budget comparison. [Attached.](#)

7.4 Livewell Grant

To consider projects which may be successful in obtaining a Livewell Grant from Maldon District Council. [Report attached.](#)

8. Planning

8.1 To consider planning applications detailed below and any planning applications submitted and published by Maldon District Council, or other organisations between circulation of this agenda and the meeting.

8.2 To note the Council's response to planning applications considered outside of a meeting and circulated via email (in accordance with Council Resolution 20/15.2)

8.2.1 26/00328/HOUSE and 26/329/LBC application for the relocation of oil tank with concrete base and retrospective relocation of oil boiler. Village Farm House, Tiptree Road Great Braxted. **No objection.**

8.2.2 26/00374/HOUSE -single storey rear extension at The Old Forge, Tiptree Road, Great Braxted. **No objection.**

8.2.3 26/00280/LDP – claim for a lawful development certificate for the proposed change of use of residential Class C3 (a) to children's residential home C3 (b). **No Objection.**

9. Environment

9.1 Village Notice Board

To consider refurbishment or replacement of the village notice board. [Report attached.](#)

- 10. Items for Next Agenda**
- 11. Updates**
 - 11.1 Post and Rail Project**
- 12. General Announcements**
- 13. Date of Next Meeting – 8th September 2026**
- 14. Chairman to Close the Meeting**

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT
All reports are available from the clerk

Minutes of the Annual Parish Council Meeting held at 8:00pm on the 12th May 2026 in the Braxted Pavilion

Present:

Cllrs C Knapman (Vice-Chairman), M Davis and L Holt; L Townend (Clerk); and one member of the public.

In the absence of the Chairman, the Vice Chairman, Cllr C Knapman presided over the meeting.

26/01 Election of Chairman

Nominations were called for the position of Chairman.

It was proposed, seconded and **RESOLVED** that Cllr Richard Collins be elected as Chairman of the Parish Council for the municipal year 2026/27.

Cllr Collins, being absent, had confirmed prior to the meeting their willingness to accept office if elected.

26/02 Chairman's Declaration of Acceptance of Office

Resolved: That the Declaration of Acceptance of Office be signed at the next meeting of the Council.

26/03 Appointment of Vice Chairman

Nominations were called for the position of Vice Chairman.

Resolved: That Cllr Knapman be elected as Vice Chairman.

Apologies for Absence

Apologies were received from Cllr Collins.

26/04 Minutes of the Parish Council Meeting

Resolved: That the minutes of the Parish Council meeting, held on the 12th March 2026 were agreed as a correct record and signed by the Vice Chairman.

26/05 Declarations of Interest

Members were reminded that they are required to declare any Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-Pecuniary Interests which they know they might have in terms of business on the agenda. They were also reminded that they will need to repeat their declarations at the appropriate point in the meeting and leave the room if required under the Code of Conduct which took effect in July 2022.

They were further reminded that any unforeseen interests must also be declared at the appropriate time.

No Declarations of Interests were made.

26/06 Maldon District Councillor Update

Cllr Siddal was unable to attend the meeting.

26/07 Briefing on Gigaclear Project in Great Braxted (Great Braxted Extension Project Name)

Andrew Lipski, Community Engagement Manager for Gigaclear, provided an update on the proposed broadband network expansion for Great Braxted and Beacon Hill.

Works are expected to commence shortly. Existing poles and ducting infrastructure owned by Openreach will be utilised where possible, reducing the need for extensive trenching works. Limited trenching may still be required within sections of the road and verge. Properties ordering the service will be connected via overhead cabling from existing poles, while new build properties will receive underground connections.

It was noted that Tiptree Road, from Beacon Hill, will require a temporary road closure whilst cabling works are undertaken.

Mr Lipski explained the Broadband Voucher Scheme, whereby residents taking up the service enable Gigaclear to reclaim subsidy funding from BDUK. A total of 49 resident vouchers are required from approximately 260 properties within the project area.

Indicative broadband package pricing was outlined, although final package details are still to be confirmed.

Gigaclear also offered the Pavilion a free Community Hub connection, including a standard installation and 900Mbps service. The arrangement would operate on a rolling 12-month contract, subject to the agreed conditions being met, including periodic promotion of the Community Hub via social media and display of the Gigaclear Community Hub logo. Administrative controls, including guest network access and content filtering, could be managed locally depending on the router installed.

The Vice Chairman thanked Andrew for the briefing.

26/08 Public Participation Session

A member of the public enquired about the current state of the roads and the numerous potholes.

It was noted that highway maintenance and pothole repairs are the responsibility of Essex County Council.

26/09 Bank Account

Resolved: That the council will maintain its current account with Unity Trust Bank and investment in the Public Sector Deposit Fund, managed by the CCLA.

26/10 Appointment of Signatories to the Council's Bank Account and Investment Fund

Resolved: That Cllrs Collins, Davis, Knapman and Miles will continue to be signatories on the Council's current and investment accounts.

26/11 To Appoint a Member to Review the Quarterly Bank Reconciliations

The Council's Financial Regulations (2.6) require the Council to appoint a Member, other than the Chair, to verify the bank reconciliations, once each quarter and at the end of the Financial year.

Resolved: That the Council reappointed Cllr Holt to verify the quarterly bank reconciliations.

26/12 To Appoint the Internal Auditor for the 2026/27 Financial Year

Resolved: That the Council will retain the services of Mrs Jan Stobart as the Council's internal auditor for the year 2026/27 at a cost of £195.

26/13 Parish Council Policy Documents

26/13/1 Standing Orders

Members reviewed the existing Standing Orders which are based on the 2025 NALC model.

Resolved: That the Council re-adopted the Standing Orders.

26/13/2 Financial Regulations

Members reviewed the existing Financial Regulations which are based on the 2025 NALC model.

Resolved: That the Council re-adopted the Financial Regulations.

26/13/3 Other Policies

Members reviewed and agreed to re-adopt the following policy documents without amendment:

1. Biodiversity Policy
2. Child and Vulnerable Adult Protection and Safeguarding Policy and Procedures
3. Complaints Procedure
4. Equal Opportunities Statement
5. Data Protection Policy
6. Data Retention Policy
7. Grievance Procedure
8. IT Policy
9. Procurement Policy
10. Publication Scheme
11. Reserves Policy

12. Social Media and Electronic Communication Policy

13. Training Policy

Resolved: That the above policies be re-adopted by the Council.

26/14 Council Memberships and Subscription

The Council considered their current memberships and subscriptions and agreed to continue these for the 2026/27 financial year.

Resolved: That the Council will continue membership of the following organisations for 2026/27:

1. Essex Association of Local Councils (EALC) incorporating membership of the National Association of Local Councils (NALC).
2. CouncilWise
3. Rural Community Council of Essex (RCCE)
4. Society of Local Council Clerks (SLCC)

26/15 Financial Risk Assessment

Members reviewed the existing Financial Risk Assessment.

Resolved: That the Council re-adopted the Financial Risk Assessment for 2026/27.

26/16 Fixed Asset Register

The Council reviewed the fixed asset register

Resolved: That the Council agreed the items and values recorded on the fixed asset register for 2026/27.

26/17 Parish Council Insurance

Having entered into a 3-year long term agreement with Clear Councils in 2025, the Council approved the quote of £640.96 for insurance cover on all assets for 2026/27, noting this was £31.96 higher than the budgeted cost of £609. The difference will be met from Council reserves.

Resolved: That the council approved the 2026/27 insurance renewal from Clear Councils at a cost of £640.96.

26/18 Internal Audit Report

Members received the report from the internal auditor, noting the recommendations made and corrective actions proposed by the Clerk.

Resolved: That the Council approve the implementation of the corrective actions as recommended by the Clerk in response to the internal auditor's findings.

26/19 Annual Governance and Accountability Review 2025/26

26/19/1 Certificate of Exemption

Resolved: That the Council approved the Certificate of Exemption from a Limited Assurance Review for 2025/26 which was duly signed by the Chairman and the Clerk.

26/19/2 Annual Internal Audit Report 2025/26

Resolved: That the Council received and noted the Annual Internal Audit Report for 2025/26.

26/19/3 Section 1 Annual Governance Statement 2025/26

The Chairman read to the Council the statements contained in Section 1 of the Annual Return and the Council agreed that each statement had been complied with.

Resolved: That the Council approved the signing of Section 1 of the Annual Governance Statement 2025/26 and this was duly signed by the Chairman and the Clerk.

26/19/4 Section 2 Accounting Statement 2025/26

The Council agreed the financial data recorded in Section 2 of the Annual Return.

Resolved: That the Council approved Section 2, the Accounting Statements, of the Annual Governance Statement 2025/26 and this was duly signed by the Chairman.

26/19/5 Dates of the Period of Public Rights

Confirmation of the dates of the Period for the Exercise of Public Rights was provided to the Council.

Resolved: That the dates for the Period for the Exercise of Public Rights were noted to start on Wednesday the 3rd June and end on Tuesday the 14th July 2026.

26/20 Regular Payments

The Council received a list of regular direct debits and BACS payments to be authorised, in advance, in line with Financial Regulation 6.

Resolved: That the Council approved the following payments which will be made, outside of the meeting schedule, if required:

- A. Clerk's salary and expenses
- B. Cloud Next – domain registration and email provider
- C. CouncilWise membership
- D. Damon Wallace (Wallace Arboriculture & Groundcare) – grass cutting
- E. EALC
- F. Information Commissioner's Office
- G. HMRC payments

- H. Maldon District Council – TruCam patrol costs
- I. RCCE
- J. Sky Mobile – phone bill
- K. SLCC
- L. Unity Trust Bank – monthly service charge
- M. VCS Websites – annual hosting cost

26/21 Finance

26/21/1 Accounts for Payment

The Council approved the following payments:

<i>Date</i>	<i>Supplier</i>	<i>Item</i>	<i>Net</i>	<i>VAT</i>	<i>Total</i>
14/03/2026	CouncilWise	Charity Course	50.00	10.00	60.00
20/03/2026	Cllr Knapman	Refreshments for litter pick	29.44	0.00	29.44
24/03/2026	Sky Mobile	March mobile phone bill	6.00	0.00	6.00
27/03/2026	L Townend	March salary	368.53	0.00	368.53
27/03/2026	HMRC	PAYE costs	92.00	0.00	92.00
27/03/2026	L Townend	Feb - Mar expenses	69.98	0.00	69.98
31/03/2026	Unity Trust Bank	March service charge	6.00	0.00	6.00
02/04/2026	Wallace Arboriculture	March grounds maintenance	480.00	0.00	480.00
15/04/2026	Mrs K Blake	Easter event	140.83	0.00	140.83
21/04/2026	Tracy Clarke Tree Consultancy	Tree risk survey	820.00	164.00	984.00
21/04/2026	Maldon District Council	Q4 2025/26 TruCam costs	518.88	103.78	622.66
21/04/2026	EALC	2026/27 affiliation fees	138.37	0.00	138.37
21/04/2026	SLCC	2026/27 membership fee	37.90	0.00	37.90
22/04/2026	Sky mobile	Mobile phone bill- April	6.00	0.00	6.00
28/04/2026	L Townend	April salary	281.76	0.00	281.76
28/04/2026	HMRC	April PAYE costs	70.20	0.00	70.20
30/04/2026	Unity Trust Bank	March bank charges	7.00	0.00	7.00
03/05/2026	Wallace Arboriculture	April grounds maintenance	480.00	0.00	480.00
05/05/2026	Jan Stobart	Internal Audit	180.00	0.00	180.00
01/05/2026	Cloud Next	Annual hosting costs	50.00	10.00	60.00
12/05/2026	Roger Clark	Field and fencing works	520.00	0.00	520.00
TOTAL:			4,352.89	287.78	4,640.67

Resolved: That the accounts for payment listed above be approved for payment.

26/21/2 Bank Reconciliation to 31st March 2026

The Bank reconciliation to the 31st March 2026 was received and noted by the Council and signed by Cllr Holt.

26/22 Planning

26/22/1 To Consider Planning Applications submitted and published by Maldon District Council

26/22/1/1 - 26/00244/FUL - Demolish existing building and erect replacement building for the use of stables, machinery and hay storage. Installation of solar panels on roof and change of use from Equestrian use to personal use of the owners. Sextons Barn, Sextons Lane, Great Braxted. **No comment**

26/22/2 To Note the Parish Council's Response to Planning Applications Made Outside of a Meeting

There were no applications to note.

26/22/3 To Note Planning Decisions Made by Maldon District Council

There were no decisions to report.

26/23 Environment

26/23/1 Tree Works

Members considered quotes to complete the remedial tree works, recommended in the 2026 Tree Risk Survey.

Resolved: That the Council approved a quote, submitted by Walton's Tree Services at a cost of £1,670.

26/24 Items for Next Agenda

The following items will be added to the next Council meeting agenda:

1. The Chairman will sign the Declaration of Acceptance of Office
2. An update on the village sign refurbishment

26/25 Updates

Cllr Knapman confirmed that the majority of the works to clear the brambles, rotavate the area and repair the fence line had been completed. The contractor would return the following week to undertake further fence repairs and fill holes in the ground.

26/26 General Announcements

No general announcements were made.

26/27 Exclusion of the Press and Public

Resolved: That under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information.

26/28 Complaint Made by a Member of the Public

The Council discussed a complaint made by a hirer of the Braxted Pavilion.

Resolved: That the Hire Terms of Conditions be amended to make hirers aware the field is open to the public at all times and dogs may be off leads in this area.

26/29 Public Domain

Members agreed that the matter referred to in minute reference 26/28 would remain in private session.

26/30 Date of Next Meeting

The next council meeting will take place at 8:00pm on Tuesday 14th July 2026.

26/31 Close of Meeting

There being no further business, the Vice Chairman closed the meeting at 9:31pm.

Signed: _____ Dated: _____

Accounts for Payment**For authorisation on 14 July 2026**

<i>Date</i>	<i>Supplier</i>	<i>Item</i>	<i>Net</i>	<i>VAT</i>	<i>Total</i>
21/05/2026	Clear Councils	2026/27 Insurance	640.96	0.00	640.96
21/05/2026	SLCC Essex	2026 AGM and training day	27.00	0.00	27.00
28/05/2026	L Townend	May salary	281.56	0.00	281.56
28/05/2026	HMRC	May PAYE costs	70.40	0.00	70.40
28/05/2026	L Townend	Apr-May expenses	56.98	0.00	56.98
28/05/2026	Cllr Craig Knapman	Playground expenses	111.99	0.00	111.99
31/05/2026	Unity Trust Bank	April Service Charge	7.00	0.00	7.00
01/06/2026	Cllr Craig Knapman	Playground expenses	103.96	0.00	103.96
02/06/2026	L Townend	Mcafee subscription	144.98	0.00	144.98
02/06/2026	Wallace Arboriculture	May Grounds Maintenance	400.00	80.00	480.00
10/07/2026	Walton's Tree Services	Tree Risk remedial works	1,670.00	334.00	2,004.00
28/06/2026	L Townend	June salary	261.80	0.00	261.80
28/06/2026	HMRC	June PAYE costs	65.60	0.00	65.60
30/06/2026	Unity Trust Bank	May Service Charge	7.00	0.00	7.00
09/07/2026	Wallace Arboriculture	June Grounds Maintenance	600.00	120.00	720.00
10/07/2026	Cloud Next	Home hosting	49.99	9.99	59.98
10/07/2026	Cloud Next	Domain registration	7.99	1.59	9.58
10/07/2026	Wisdon Designs	Village sign	360.00	72.00	432.00
TOTAL:			4,867.21	617.58	5,484.79

Signed: _____

Date: _____

Great Braxted Parish Council Bank Reconciliation
Quarter 1 2026/27

Unity Trust Bank Account Balance at	01/04/2026	<u>£ 1,182.34</u>
Plus income		18,199.48
Less expenditure		£ 6,057.68
Balance carried forward		<u>£ 13,324.14</u>

Unity Trust Bank Balance at	30/06/2026	<u>£ 13,324.14</u>
CCLA PSDF Balance at	30/06/2026	<u>£ 9,000.00</u>
TOTAL CASH HOLDING at	30/06/2026	<u><u>£ 22,324.14</u></u>

Reconciled to bank statement on 09/07/2026

Signed: _____

Name: Cllr Lesley Holt

Dated: _____

Quarter 1 Budget Comparison

INCOME

Code	Title	2026/27 Budget	Apr	May	Jun	TOTAL	Variance
Budget Heading							
1	Precept	17,417.00	17417.00	0.00	0.00	17,417.00	0.00
2	Other	-	725.66	27.81	29.01	782.48	782.48
3	Pavilion Management Committee	450.00	0.00	0.00	0.00	0.00	-450.00
	SUB TOTAL	17,867.00	18,142.66	27.81	29.01	18,199.48	332.48

EXPENDITURE

Administration (CC)		Budget	Apr	May	Jun	TOTAL	Variance
1	Clerks Salary	£3,410.00	281.76	281.56	261.80	825.12	2,584.88
2	HMRC Payments	£852.00	245.73	0.00	0.00	245.73	606.27
3	Expenses/office costs	£544.00	0.00	56.98	144.98	201.96	342.04
4	Mobile Phone	£76.00	6.00	6.00	6.00	18.00	58.00
5	Laptop Security	£110.00	0.00	0.00	0.00	0.00	110.00
6	Training	£185.00	0.00	27.00	0.00	27.00	158.00
7	Cloud Next Hosting	£60.00	0.00	0.00	0.00	0.00	60.00
8	Website Hosting VCS and Domain Registration	£173.00	0.00	60.00	0.00	60.00	113.00
9	Auditor Fees	£180.00	0.00	180.00	0.00	180.00	0.00
10	Bank Charges	£84.00	7.00	7.00	7.00	21.00	63.00
	SUB TOTAL	5,674.00	540.49	618.54	419.78	1,578.81	4,095.19
Insurance and Subscriptions		Budget	Apr	May	Jun	TOTAL	Variance
1	EALC/NALC/CouncilWise	£291.00	138.37	0.00	0.00	138.37	152.63
2	SLCC Subscription	£42.00	37.90	0.00	0.00	37.90	4.10
3	Insurance	£609.00	0.00	640.96	0.00	640.96	-31.96
4	ICO - Data Protection Fee	£47.00	0.00	0.00	0.00	0.00	47.00
5	RCCE	£54.00	0.00	0.00	0.00	0.00	54.00
6	TruCam	£2,180.00	518.88	0.00	0.00	518.88	1,661.12
7	Election Costs	£125.00	0.00	0.00	0.00	0.00	125.00
	SUB TOTAL	3,348.00	695.15	640.96	0.00	1,336.11	2,011.89

Grants and Donations		Budget	Apr	May	Jun	TOTAL	Variance
1	Royal British Legion	£35.00	0.00	0.00	0.00	0.00	35.00
2	War Memorial Upkeep	£102.00	0.00	0.00	0.00	0.00	102.00
3	Remembrance Sunday Costs	£199.00	0.00	0.00	0.00	0.00	199.00
4	80th Anniversary of D Day/Grants	£200.00	140.83	0.00	0.00	140.83	59.17
	SUB TOTAL	536.00	140.83	0.00	0.00	140.83	395.17

Field and Playground		Budget	Apr	May	Jun	TOTAL	Variance
1	Grass Cutting/grounds maintenance	£3,400.00	400.00	400.00	400.00	1,200.00	2,200.00
2	Tree and Hedges	£1,690.00	820.00	0.00	0.00	820.00	870.00
3	Fence/Field Maintenance	£2,000.00	0.00	520.00	0.00	520.00	1,480.00
4	Defibrillator	£500.00	0.00	0.00	0.00	0.00	500.00
	SUB TOTAL	7,690.00	1,220.00	920.00	400.00	2,540.00	5,050.00

General Reserves		Budget	Apr	May	Jun	TOTAL	Variance
1	General Reserves	619	0.00	0.00	0.00	0.00	619.00
	SUB TOTAL	619.00	0.00	0.00	0.00	0.00	619.00

Total Expenditure	17,867.00	2,596.47	2,179.50	819.78	5,595.75	11,552.25
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AGENDA REPORT ITEM 7.4

Livewell Grant

Background information

Maldon District Council is currently inviting applications for the 2026/27 Maldon District Livewell Partnership Small Grants Programme. Applications will remain open until the available funding has been allocated.

The programme combines the Active Maldon and Public Health grant schemes into a single application process. Public Health grants of up to £2,000 are available to support projects that improve the health and wellbeing of residents within the Maldon District.

The Livewell Partnership has identified the following priority themes:

- Obesity and physical activity
- Social isolation
- Mental health

Priority project areas for 2026/27 are:

- Healthy weight, including food education and mental wellbeing
- Children, families and youth support
- Creative health

The Parish Council may be eligible to submit an application where a proposed project clearly supports one or more of these priorities.

Potential Opportunities

Cllr Collins has suggested that the Council may wish to consider whether funding could be sought for activities such as:

- Free instructor-led exercise sessions using the outdoor gym equipment.
- Alternative indoor exercise or wellbeing classes, offering activities different from those currently available within the village.
- Children's or family fitness sessions aimed at encouraging healthy lifestyles and physical activity.
- Beginner indoor carpet bowls or other activities designed to reduce social isolation and encourage community participation.
- Other health and wellbeing initiatives that meet the grant criteria.

Councillors may wish to consider whether there are additional ideas which would benefit residents and align with the objectives of the grant programme.

In considering any proposal, councillors should take into account:

- the level of likely community demand;
- the availability of suitable venues and instructors;
- whether activities would be free to participants or subsidised;
- the sustainability of any project beyond the grant period; and
- the Council's capacity to administer and promote the project.

Financial Implications

The grant funding available is up to £2,000 for eligible Public Health projects. If a proposal exceeds the grant available, the Council would need to consider whether it is willing to provide match funding or reduce the scope of the project.

Recommendation

Councillors are invited to:

1. Consider whether the Parish Council wishes to pursue an application to the Maldon District Livewell Partnership Small Grants Programme.
2. Discuss and agree a preferred project that would meet the funding criteria and benefit the local community and submit a grant application.



AGENDA REPORT ITEM 9

Village Notice Board – Repair or Replacement

Background information

The glass panel in the Parish Council's village notice board recently became damaged and, for health and safety reasons, was removed to eliminate the risk of injury.

The Parish Council is required to maintain a notice board suitable for displaying statutory notices, including meeting agendas and other documents that must be published in accordance with the Local Government Act 1972 and other relevant legislation. It is therefore necessary to restore the notice board to a usable condition as soon as reasonably practicable.

Councillor Holt obtained a quotation to replace the broken glass at a cost of £270 plus VAT.

Following receipt of this quotation, it was suggested that consideration should also be given to the overall condition of the notice board, including the cost of replacing the felt backing board and carrying out any other refurbishment works required to return the notice board to a good standard. It was also noted that repairs have previously been undertaken to the notice board, including replacement or repair of the locking mechanism within the last four years.

To assist Members in making an informed decision, indicative prices for replacement notice boards made from recycled plastic for durability have been obtained from bespoke noticeboard suppliers. In addition, further quotations have been requested from ES Solutions and a local blacksmith. These additional quotations had not been received at the time this agenda was published.

Replacement Options

Manufacturer	Material	Size	Cost
Greenbarnes	Recycled Plastic	2-bay, 4 x A4, glazed, lockable, man-made timber notice board	From £1,036.10
Greenbarnes	Recycled Plastic	6 x A4, glazed, lockable, man-made timber notice board	From £1,214.10
Noticeboard Warehouse	Recycled Plastic	2-bay, 4 x A4, glazed, lockable, recycled plastic notice board	From £1,195.10

Further quotations from ES Solutions and a local blacksmith will be circulated to Members if received prior to the meeting or presented at the meeting if available.

Financial Considerations

The cost of a new village notice board has not been budgeted for in 2026/27 so the cost would need to be met from the council's reserves.

Members are asked to consider:

- the immediate cost of replacing the broken glass (£270 plus VAT);
- whether further expenditure would be required to refurbish other elements of the existing notice board, including the felt backing board and any other components;
- the age and overall condition of the existing notice board;
- the likelihood of future maintenance costs if the existing notice board is retained; and
- the longer-term value for money of investing in a replacement notice board.

Summary

The Parish Council must ensure that it has a secure and serviceable notice board available for the publication of statutory notices.

Members are invited to consider the information presented and determine whether it would be more appropriate to:

1. repair the existing notice board by replacing the broken glass (and undertake any further refurbishment considered necessary); or
2. replace the existing notice board with a new unit, having regard to the quotations received, available budget and long-term maintenance implications.

The Council is asked to resolve how it wishes to proceed.



2-bay, 4 x A4, glazed, lockable, man-made timber notice board



6 x A4, glazed, lockable, man-made timber notice board