

BIRCHANGER PARISH COUNCIL AGENDA

**Clerk: Keith Williams 317 Birchanger Lane, Birchanger CM23 5QR
(01279 814473)**

MEMBERS OF THE PRESS AND THE PUBLIC ARE INVITED TO ATTEND

To: Members of Birchanger Parish Council.

*You are hereby summoned to attend a meeting of Birchanger Parish Council to be held in the Village Hall Meeting Room on **Tuesday 2nd September 2025 at 7.30pm** for the purpose of transacting the following business.*

(Please note: only business that is an agenda item may be discussed.)

1. Chairman's Welcome

2. Apologies for absence

3. Declarations of Interest

Councillors are required to disclose any:

- Disclosable Pecuniary Interests
- Other Disclosable interests
- Non-pecuniary Interests

4. Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. Please note that members of the public are limited to 3 minutes per address.

5. Minutes of the previous Meeting held on Tuesday, 1st July 2025

Councillors are asked to agree the minutes of the above meetings as a true and accurate record of the proceedings of the meetings.

6. Planning

- a. **UTT/24/0642/FUL – Land South of Birchanger Lane.**
Appeal update.
- b. **UTT/25/1742/FUL – Land at Parsonage Farm, Forest Hall Road.**
Construction and operation of a solar farm.
- c. **UTT/25/2149/FUL – Road Maintenance Depot, Bishops Stortford Bypass.**
Proposed enclosed vehicle wash bay and associated storage tanks.

7. City and Country

UTT/25/2203/SO – Land North of Birchanger and South of Stansted.

Request for Scoping Opinion for up to 520 new homes and up to 20,000 sqm of commercial floor space.

8. Review Policy Documents

- i. **BPC Complaints Procedure**
- ii. **BPC Personal Data Breach policy**
- iii. **BPC Personal Subject Access Request**
- iv. **BPC Grant Policy**
- v. **BPC Disciplinary Procedure**
- vi. **BPC Sickness and Absence Policy**
- vii. **IT policy**

9. Asset register

10. Village Sign

11. Government Domain Name and Website Accessibility Statement

12. Finance

- a. Account Balances (already circulated).
- b. Invoices and payments for approval.

13. Allotments/Recreation Ground

New Recreation Ground equipment.
Clearing oak branches
Repair/replacement of roundabout

14. Reports from District and County Councillors

15. Parish Clerk's annual pay increase

16. Closure of meeting