

BOXTED PARISH COUNCIL – MINUTES FEBRUARY 2013

The Minutes of the Parish Council Meeting held on Wednesday 13TH February 2013 at 7.00pm at Boxted Village Hall, Cage Lane, Boxted, Colchester, Essex.

Present:

Chairman: Councillor T Brentnall

Vice Chairman: Councillor Mrs A McLauchlan

Councillors: Councillor G Pugh, Councillor D Thomas, Councillor B Grant, Councillor S Lawrence and Councillor Mrs R Cryer and Councillor H Large

The Clerk to the Council: Mrs D Humphris

Also present: Colchester Borough Councillor Nigel Chapman and approximately ten members of the public.

<u>105/12</u>	<u>APOLOGIES FOR ABSENCE</u> <u>RESOLVED:</u> to accept apologies for absence from Councillor Mrs T Doolin.
<u>106/12</u>	<u>DECLARATIONS OF INTEREST</u> None
<u>107/12</u>	<u>THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9th January 2013</u> <u>RESOLVED:</u> (unanimously) to approve the Minutes (previously circulated) as a true record for signature by the Chairman.
<u>108/12</u>	<u>COUNCILLOR RESIGNATION</u> Members noted Tracey Doolin's resignation to take effect immediately and thanked Mrs Doolin for all her work on the council. This leaves one vacant seat and Tracey Wells a neighbourhood development plan committee member has expressed an interest in being co-opted.
<u>109/12</u>	<u>COLCHESTER HALF MARATHON</u> Matt Eaton of the Colchester Round Table gave members brief details of the forthcoming half marathon scheduled for 17 th March. There will be approximately 2500 runners and with entry costs of £18.50 per runner they are expecting to raise in excess of £60k this year which be given this year to the Invicta Foundation. As in previous years the run will start and finish at the Football Stadium with road closures in effect in and around Boxted from 10am in the morning until 12.30pm. 182 marshalls will be needed on the day and any volunteers who wish to help would be welcomed.
<u>110/12</u>	<u>BOXTED MILL HYDRO SCHEME</u> A planning application has been submitted for a micro hydro electricity generation facility at Boxted Mill and Mr Mark Simon of Farm Power Generation Ltd gave a brief presentation on the scheme. He advised that the scheme is approved was expected to generate around 1600 – 2000 units per year, for comparison purposes approximately 5% of the annual electricity usage in Boxted. Considerable consultation has taken place with the environment agency and plans have incorporated all passageways and provisions to ensure dace and roach in the river are not adversely affected. The Housing for the necessary equipment will be built to look like a boat house with black cladded wood and pink/red tiles to blend in with existing scenery. Some trees will be affected but the impact will be kept to a minimum with close liason with Colchester Borough Council and the Environment Agency and new trees will be replanted elsewhere to compensate for any taken out. Following this presentation members considered their comments to Colchester Borough Council re the following planning application: 122213 Boxted Mill, Lower Farm Road Boxted – The establishment of a micro hydro electricity generation facility alongside River Stour in the private garden at Boxted Mill for the purpose of long term generation of renewable electricity. Members considered the plans, the previous presentation and the result of the recent Village questionnaire which demonstrated that 60.1% of people in the Village were in favour of sustainable energy and it was <u>RESOLVED:</u> that this council would comment - NO OBJECTION – to the plans.
<u>111/12</u>	<u>CLERK'S REPORT</u> The Clerk reported as follows: <u>Little Owls Pre-School</u> Following a report of a slip on the icy path leading to the pre-school this matter was reported to the insurance company as the Council were led to believe that there was to be an injury claim submitted. With the weather remaining bad and on the advice of the insurance company the paths had to be closed pending satisfactory arrangements being put in place to ensure the safety of all people using the footpaths in bad weather. With this being the only route to the pre-school and with uncertainty about who should and could inspect and clear the footpaths in bad weather the pre-school had to close. In order to avoid problems in

future the Council agreed that it would be sensible to pay for a local contractor to keep the paths clear in bad weather and that this should also include the Car Park and path to the Village Hall. This contractor is a local man who can also order and store the necessary rock salt and as he lives close to the Village Hall can be on hand to take necessary action whenever needed. The cost will be £15 per hour and h will seek authorization from the Clerk before undertaking any work. This matter can not be formally agreed by the Council today as it was not resolved in time to be on this month's agenda but will be included on the Agenda for March to be formally ratified.

Planning

Decision Notices

122044 The Thatched Cottage Mill Road Boxted – Conversion of existing store to an annexe for use by the main building – PERMISSION GRANTED

Applications dealt with under Clerk's delegated authority

130015 – Aurland Mill Road Boxted – single storey extension – NO OBJECTIONS

Planning Enforcement

25 Straight Road Boxted – Following complaints about waste being bunt on site which was potentially business related the householder has been visited by the Environment Agency who have advised him that he is not permitted to burn the rubbish he holds on site and that the waste must be removed. They will be monitoring to ensue this has been complied with.

Horkesley Park

Colchester Borough Council commissioned reports available to view at www.colchester.gov.uk/horkesley park (details previously circulated)

Rural Broadband

Essex County Council have advised details of their superfast Broadband project and the Clerk is attempting to arrange for an ECC officer to attend our meeting to talk about this further.

Town and Parish Councillors Annual Emergency Meeting

Meeting to be held on 19th arch 2013 a Gt Horkesley Village Hall at 7.30pm (details circulated)

Colchester Borough Council LCTS Grants

Clerk raised matter re disparity in the way in which the grants have been allocated with smaller population parishes getting larger grants and this matter is being investigated by CALC.

Footpaths

Complaint received re footpath opposite British Legion which has been ploughed b the farmer and not returned to a usable footpath. Matter reported to ECC PROW officer for action.

Anglian Water – Repairs to pipes

We have received notification that Anglian Water will be dong work on pipes which pass directly through the children's play area on King George field with work expected to commence around 13th February. Clerk will contact them to ascertain exactly what work is being undertaken and what impact there is likely to be on the play area.

112/12 BOROUGH AND COUNTY COUNCIL AFFAIRS

Colchester Borough Councillor Nigel Chapman was asked for an update with regards enforcement action at Orchard Farm. Reports that a boiler and bathroom is being installed and that there was someone living in the mobile home do not seem to be being dealt with by the Enforcement Officers and there appears to be no other visible action being taken to address numerous breaches of planning laws. It was agreed to ask Cheryl Headford Enforcement Officer at Colchester Borough Council to come to our next meeting to talk in more detail about this matter and also that a letter of complaint should be sent to Colchester Borough Council with regards this matter.

113/12 QUESTIONS FROM MEMBERS OF THE PUBLIC

Salt Bins – a question was raised about the broken salt bin at the end of Workhouse Hill and it was advised that it is the Parish Council's understanding that Essex County Council would not replace broken bins and therefore the bin would not be topped up with salt. Councillor Mrs. McLauchlan advised that the parish council had volunteered to receive a one tonne bag of salt from Essex County Council which would need to be sprinkled where needed in the Village by volunteers.

114/12 BOXTED SPORTS AND SOCIAL CLUB

RESOLVED: to accept the minutes of the Sports and Social Club committee meeting held on 9th January 2013 (previously circulated) and to ratify all decisions included therein.

115/12 CAMPING CLOSE CAR PARK

	It has been reported by a neighbour that the car park is in a poor state of repair and Councillor Pugh volunteered to inspect the Car Park and report back to the next meeting what action was necessary for the Council's consideration.																																																	
<u>116/12</u>	<u>BOXTED VILLAGE HALL LEASE</u> The Clerk confirmed that a satisfactory agreement has now been reached between all parties relating to the lease of land from the Parochial Church Council on which the Village Hall Building stands. We are currently awaiting details of legal and incidental costs relating to this matter.																																																	
<u>117/12</u>	<u>PLAYGROUND SAFETY INSPECTIONS</u> <u>a) Weekly inspections</u> The weekly playground safety inspections for January have been received with no actions highlighted other than loose fill surface in the children's play area needs topping up. <u>b) Annual Independent Inspection</u> Members noted receipt of the Annual Inspections and action points highlighted as follows: <ul style="list-style-type: none">- Loose fill play surface needs topping up - Clerk will obtain quotes- Wood rot evidenced in parts of fencing - Clerk will obtain quotes for new fencing as the existing fencing is now beyond economic repair.- Signs – new signs are needed near the play area and BMX Track and new wording and quotes to be obtained.- Swing outside of fenced play area – an order has already been placed for this to be removed. Members noted forthcoming work to be undertaken by Anglian Water which is scheduled to cut right across the fenced in children's play area and any new work will not be completed until after this work has finished.																																																	
<u>118/12</u>	<u>ACCOUNTING SOFTWARE PACKAGE</u> The existing software is outdated and only works on Excel 2003 and is now becoming unreliable. The Clerk obtained two quotations from companies specializing in parish council accounting software and it was <u>RESOLVED:</u> to approve the purchase of Scribe Software costs to be shared with the Clerk's two other councils at £65 each start up costs and then £65 per annum thereafter.																																																	
<u>119/12</u>	<u>ANNUAL INTERNAL AUDIT 2012 – 2013</u> <u>RESOLVED:</u> to approve the appointment of existing internal auditor Heather Heelis from Heelis and Lodge for 2012/2013 financial year.																																																	
<u>120/12</u>	<u>RENEWAL SUBSCRIPTIONS SOCIETY OF LOCAL COUNCIL CLERKS</u> <u>RESOLVED:</u> to approve payment of £60.33 renewal subscription. (One third share with Clerk's two other councils.																																																	
<u>121/12</u>	<u>PAYMENT OF ACCOUNTS</u> <u>RESOLVED (unanimously)</u> to approve the payment of invoices as detailed below, standing order and cheque numbers 001035 - 001042 inclusive totalling £2199.64 for signature by Councillor McLauchlan and Councillor Pugh in accordance with the bank mandate. <table><tr><th><u>CHEQUE NO</u></th><th><u>PAYEE</u></th><th><u>GROSS</u></th><th><u>VAT</u></th><th><u>NET</u></th><th><u>DETAILS</u></th><th><u>Other info</u></th></tr><tr><td>STANDING ORDER</td><td>Mrs D Humphris</td><td>599.29</td><td></td><td>599.29</td><td>Feb salary</td><td></td></tr><tr><td>001035</td><td>Mrs D Humphris</td><td>160.83</td><td></td><td>160.83</td><td>Increased hours and NDP hours January</td><td></td></tr><tr><td>001036</td><td>Mrs D Humphris</td><td>400</td><td></td><td>400</td><td>Annual working from home allowance</td><td></td></tr><tr><td>001037</td><td>Inland Revenue</td><td>654.79</td><td></td><td>654.79</td><td>Q3 PAYE</td><td></td></tr><tr><td>001038</td><td>Accent Stationers</td><td>17.40</td><td>0.50</td><td>16.90</td><td>Stationery and stamps</td><td></td></tr><tr><td>001039</td><td>Barry Took</td><td>115</td><td></td><td>115</td><td>Weekly safety inspections</td><td></td></tr></table>	<u>CHEQUE NO</u>	<u>PAYEE</u>	<u>GROSS</u>	<u>VAT</u>	<u>NET</u>	<u>DETAILS</u>	<u>Other info</u>	STANDING ORDER	Mrs D Humphris	599.29		599.29	Feb salary		001035	Mrs D Humphris	160.83		160.83	Increased hours and NDP hours January		001036	Mrs D Humphris	400		400	Annual working from home allowance		001037	Inland Revenue	654.79		654.79	Q3 PAYE		001038	Accent Stationers	17.40	0.50	16.90	Stationery and stamps		001039	Barry Took	115		115	Weekly safety inspections	
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					December/ January	
001040	Renegade Publishing	144	24	120	Annual website/webmail hosting fee	
001041	Colchester Borough Council	48	8	40	Annual independent play inspection fee.	
001042	SLCC	60.33		60.33	Annual subscription – agenda item	
TOTAL		2199.64	32.50	2167.14		

SPORTS AND SOCIAL CLUB PAYMENTS

RESOLVED (unanimously) to approve the payment of invoices as follows: standing orders and cheque numbers 000043 - 000045 inclusive totalling £728.39, for signature by Councillor McLauchlan and Councillor Pugh in accordance with the bank mandate.

<u>CHEQUE NO</u>	<u>PAYEE</u>	<u>GROSS</u>	<u>VAT</u>	<u>NET</u>	<u>DETAILS</u>
STANDING ORDERS	Mrs E Mckay	88.31		88.31	Feb salary
DIRECT DEBIT	British Telecom	47.03		47.03	Telephone bill
DIRECT DEBIT	EON	304.65		304.65	Electric bill
000043	Colchester Borough Council	107.36		107.36	Monthly trade waste Jan and Feb
000044	Colchester Borough Council	70		70	Annual fee for premises licence
000045	Gallo and Gallo	111.04			Bar purchases
TOTAL		728.39			

NEIGHBOURHOOD DEVELOPMENT PLAN PAYMENTS

RESOLVED (unanimously) to approve the payment of invoices as follows: cheque numbers 000009 totalling £177.45 for signature by Councillor McLauchlan and Councillor Pugh in accordance with the bank mandate

<u>CHEQUE NO</u>	<u>PAYEE</u>	<u>GROSS</u>	<u>VAT</u>	<u>NET</u>	<u>DETAILS</u>	<u>Other info</u>
000009	Boxted Parish Council	177.45		177.45	Clerks hours January 2013 13 hours	
TOTAL		177.45		177.45		

122/12 DATE OF NEXT MEETING

The next meeting will be held on Wednesday 13TH March 2013 commencing at 7.00pm at Boxted Village Hall.

There being no further business the Chairman closed the meeting at 7.50pm.

CHAIRMAN

DATE