

## **BOXTED PARISH COUNCIL**

### **OCTOBER 2014**

The Minutes of the Meeting held on Wednesday 8<sup>TH</sup> October 2014 at Boxted Village Hall, Cage Lane, Boxted Colchester, Essex commencing at 7pm

#### **Present:**

**Chairman:** Councillor T Brentnall

**Vice Chairman:** Mrs A McLauchlan

**Councillors:** Councillor Mrs T Wells; Councillor H Large;  
Councillor R Cryer; Councillor Mrs C Damen.

The Clerk to the Council: Mrs D Humphris

Beverley McClean from Colchester Borough Council

Colchester Borough Councillor Nigel Chapman, Stephen Whybrow and one Member of the public.

<b><u>061/14</u></b>	<b><u>APOLOGIES FOR ABSENCE</u></b> <b><u>RESOLVED</u></b> to accept apologies from Councillor S Lawrence and Councillor G Pugh
<b><u>062/14</u></b>	<b><u>DECLARATIONS OF INTEREST</u></b> None
<b><u>063/14</u></b>	<b><u>THE MINUTES OF THE PARISH COUNCIL MEETING</u></b> <b><u>HELD ON 9<sup>th</sup> SEPTEMBER 2014</u></b> <b><u>RESOLVED:</u></b> (unanimously) to approve the Minutes (previously circulated) as a true record for signature by the Chairman.
<b><u>064/14</u></b>	<b><u>NEIGHBOURHOOD DEVELOPMENT PLAN</u></b> Members considered responses to the pre-submission consultation as follows: Hill Farm – Colchester Borough Council have questioned the density of housing on the site but it was <b>RESOLVED</b> not to make any changes to the plan which states up to a maximum of 43 dwellings since density will be dealt with by Colchester Borough Council and the Planning Inquiry. Land near to Boxted School – a local landowner had submitted a request for a small parcel of land to be included in the Village envelope. <b>RESOLVED:</b> not to include this land at this late stage due to concerns about setting a precedent for other small sites outside the village envelope around the village. Walnut Orchards – Colchester Borough Council had expressed concerns about maintaining this as an Open Space and/or submitting it for inclusion on the register of Assets of Community Value due to its size and that this would not be in compliance with National Planning Policy Framework. <b>RESOLVED:</b> that this would be removed from NDP and that the Council would not pursue the registering the land as an Asset of Community Value at the present time.

	<p>Greenspaces – Essex County Council asked for protection of blue spaces to be included (i.e. water) and it was <b>RESOLVED</b> to include this.</p> <p>Essex Car Share Scheme – <b>RESOLVED</b> that reference to this would be made in the transport section.</p> <p>English Heritage – request to include further information re settlement character and scale/materials for developments. <b>RESOLVED</b> already included in Village Design Statement and not necessary for NDP but appropriate wording from the Village Design statement will be incorporated into the NDP to cover this.</p> <p>Footpaths/Bridleways – a local landowner had expressed concern about potential for motorised vehicles to use existing paths if this were to happen. <b>RESOLVED</b> existing policy worded that we would work with landowners if and when any changes necessary and so this would not be changed.</p> <p>NHS England – asked for a reference to be included to support for local healthcare services. <b>RESOLVED</b> this is irrelevant to the plan and will not be included.</p> <p>This information will be passed back to Chris Bowden Navigus Planning for relevant changes to be made to pursue next stage of NDP.</p>
<b><u>065/14</u></b>	<p><b><u>COLCHESTER BOROUGH COUNCIL – NEW LOCAL PLAN</u></b></p> <p>Beverley McLean gave brief details on plans for a new plan to be put in place to cover the period 2017 – 2030. She advised that the Borough Council have to try and find growth for new housing with 10000 homes still to be built from the existing plan. A call for sites has resulted in approximately 150 new sites being proposed one of which is a 4 hectare site at Langham Lane which has been submitted for consideration as housing. If this is considered suitable for inclusion in the Local Plan there will be an issues and options consultation outlining this. Concerns were raised about whether Boxted could be forced to take other development outside of that identified in the NDP and whilst it seemed unlikely no assurances were given at this stage. Beverley McClean left the meeting.</p>
<b><u>066/14</u></b>	<p><b><u>CLERK’S REPORT</u></b></p> <p>The Clerk reported as follows:</p> <p><b><u>PLANNING DECISION NOTICES RECEIVED</u></b></p> <p>145414 – 19 Straight Road – new surface to existing paddock – APPROVED</p> <p>145539 – Carpenters House Workhouse Hill – replacement windows – APPROVED</p> <p>145675 – Rivers Hall Skye Hall Hill – Reconstruction of storm damaged cartlodge – APPROVED</p> <p><b><u>TRAVELLERS</u></b></p>

	<p>Mr Bates telephoned to confirm that he had taken all necessary steps to remove unauthorised travellers from his land in the Village and that they would be gone within a week.</p> <p><b><u>GROUND'S MAINTENANCE – Update re Tractor</u></b></p> <p>Further conversations and investigation by the Clerk and Barry Took have ascertained that the existing tractor is, in fact, in satisfactory condition but requires some urgent maintenance consisting of a new safety start switch, new filters and work to repair the brakes. Doe's have given a quote of £300 for the work which has been authorised under Clerk's delegated authority as urgent Health and Safety repairs. Doe's will undertake a site visit and provide advice and a quote as to a suitable roll bar. Moving forward the Clerk is liaising with Barry Took to ensure suitable service and maintenance is undertaken on a regular basis and that all Health and Safety procedures are adhered to.</p> <p><b><u>VILLAGE HALL</u></b></p> <p>Lease – the lease has still not been signed. The PCC have advised that a lease is now being prepared with delays due to resolutions needed from the Diocese and the PCC which have now been attended to.</p> <p><b><u>CAMPING CLOSE CHARITY</u></b></p> <p>Chairman is currently considering the position with regard the credit of £54k currently sitting on Charity account and whether this can legitimately be transferred back to the PC as discussed at the September meeting.</p> <p><b><u>CORRESPONDENCE</u></b></p> <p><u>Colchester Borough Council</u></p> <p>From Nigel Chapman – Operation Homeguard</p> <p>Planning Training for councillors – summary of presentation</p> <p>Community Resilience – Plan template</p>
<b><u>067/14</u></b>	<p><b><u>BOROUGH AND COUNTY COUNCIL AFFAIRS</u></b></p> <p>Colchester Borough Councillor Nigel Chapman gave a brief update about the Northern Approach Road and advised that HGV's would be encouraged to use priority routes.</p>
<b><u>068/14</u></b>	<b><u>QUESTIONS FROM MEMBERS OF THE PUBLIC</u></b> None
<b><u>069/14</u></b>	<p><b><u>PLANNING</u></b> – Members considered the following planning applications submitted to Colchester Borough Council and <b><u>RESOLVED:</u></b> to comment as follows:</p> <p>145915 – 8 Accommodation Road Boxted – Two storey side and single storey rear extension and front porch – NO OBJECTIONS</p>
<b><u>070/14</u></b>	<p><b><u>SPORTS AND SOCIAL CLUB</u></b></p> <p>The Chairman advised that Nigel Chapman had arranged a meeting with Colchester Borough Homes and it seemed that this organisation may be prepared to take over the management of the Sports and Social Club building. Talks were continuing and once a formal proposal is received this will be presented to the Council for consideration.</p>
<b><u>071/14</u></b>	<p><b><u>QUARTERLY FINANCIAL UPDATE</u></b></p> <p><b><u>The Clerk reported as follows:</u></b></p>

**BOXTED PARISH COUNCIL - FINANCIAL ANALYSIS FOR 6 MONTHS APRIL 2014 –  
SEPTEMBER 2014**

**Bank Balances as at 30<sup>th</sup> August 2014**

Current Account 31/08/2014	1,906.61
Business Premium 31/08/2014	48,845.85
NDP Account 31/08/2014	15,627.47

Further funds received in September totalling £11468 representing second half year Precept making total parish council balances approximately £77848.

Statements for September have not yet been received due to the fact that the October meeting is earlier in the month than usual.

However, the attached budget analysis includes all payments and receipts to the end of September including those detailed on the September payments list.

The analysis shows that everything is within budget apart from Recreation Grounds – Maintenance and grasscutting cost code which now shows expenditure of £6794 against a budget of £3800. This has been down to repairs and maintenance which have not been attended to for many years and includes ongoing improvements to the play area with the removal of the wire fencing and cutting back of brambles etc. around the car park and skatepark area and also repainting of lines and clearing back of overgrowth in the Car Park. The garage where the tractor is kept has also been cleared out and a suitable box purchased to keep oil and other tools locked up and in accordance with Health and Safety regulations. The tractor needs some urgent repairs totalling around £400 (see clerk's report) Arrangements have been made to move the floodlights to ensure the footballers do not train on the Cricket outfield and the largest part of that cost is already reflected in this spend figure. Further expenditure is necessary – new loose fill play surface needs to be purchased and the floodlights need some repairs to the lights (no work has been undertaken on them for approx. 10 – 15 years) - cost for these two items alone is expected to be approximately £2,000. Therefore the budget needs to be reviewed. In order to continue this vital maintenance and ongoing improvements it is suggested that this budget should be raised to £10k for this financial year. £600 can be vired from Business Rates cost code since there are no business rates to pay this year – the remaining £5600 can come from reserves with the Council's approval.

With expenditure to date showing as £26092/budget £43527 it is evident that if all budget spend is made this year and with no further major income due the final year end reserve balances will be around £60k – so there is sufficient in reserve to accommodate this budget cost code increase.

It should be remembered that £15k has also been agreed in principle to start necessary re-furbishment works on Sports and Social Club. If we are unable to access funds held on Camping Close accounts this will then leave year end parish council reserves at around £39k and will leave us free from having to provide further explanations to the auditors re the level of reserves based on this year's audit requirements (i.e. reserves should be no more than twice precept)



		<b><u>PAYEE</u></b>		<b><u>VAT</u></b>	<b><u>NET</u></b>	<b><u>DETAILS</u></b>	
	001153	Accent Stationers	25.43	1.76	23.67	Stationery	
	001154	Barry Took	640		640	Various Handyman	
	<b><u>SPORTS AND SOCIAL CLUB</u></b>						
	<b><u>CHEQUE NO</u></b>	<b><u>PAYEE</u></b>		<b><u>Vat</u></b>	<b><u>NET</u></b>	<b><u>DETAILS</u></b>	
	D/D 28 <sup>th</sup> Oct	Colchester Borough Council	54.44		54.44	Trade waste 6 month invoice approved May 2014	
	S/O	Mrs E Mckay	89.19		89.19	Monthly salary	
	<b><u>NDP</u></b>						
	<b><u>000026</u></b>	Boxted Parish Council	82.74		82.74	Clerk hours re pre- consultation	
<b><u>073/14</u></b>	<b><u>TIME AND DATE OF NEXT MEETING</u></b> Wednesday 12 <sup>th</sup> November 2014 at Boxted Village Hall Cage Lane Boxted commencing at 7pm  There being no further business the Chairman closed the meeting at 8.00pm.  CHAIRMAN  DATE						