

## BOXTED PARISH COUNCIL

To: Members of Boxted Parish Council

**You are hereby summoned to attend the Meeting of Boxted Parish Council to be held on  
Wednesday 10 June 2020 at 7:30pm for the purpose of transacting the business as set out in the Agenda**

**This meeting is being held via Zoom technology only**

**The public & press are invited to be present**

Karen Thompson – Clerk

Dated 5/6/2020



- 20/074 Welcome**
- 20/075 Apologies and reasons for absence**
- 20/076 Declaration of Interests** - to receive any pecuniary or non-pecuniary interests relating to items on the agenda.
- 20/077 Public participation session (There will be 15 minutes available for this item, if required)**
- 20/078 Minutes of the last meetings of the Council held on 13<sup>th</sup> May 2020**  
Councillors are asked to agree the draft minutes of the last meeting as a true and accurate account of the proceedings of the meeting and to resolve that the Chairman can sign the minutes remotely (see attachment).
- 20/079 Clerk's Report**  
To receive the report of resolutions agreed at Parish Council meetings and note progress to date on the following (full report - see attachment).
- 20/080 Borough and County Council**  
To receive the reports of the District Councillor and the County Councillor.
- 20/081 Parish Council Finance**
  - 20/081.1** To receive the Parish Council Financial Report as at the 31<sup>st</sup> May 2020 (see attachment).
  - 20/081.2** To note that during the Covid 19 restrictions invoices are being authorised for payment by email and will be presented to Council in physical form at the first non-virtual meeting, in accordance with the Boxted Financial Regulations.
  - 20/081.3** To consider providing an indication of support for a new group to tackle mental health and social isolation for the residents of Langham and Boxted. (See attached)
  - 20/081.4** To approve the list of known standing orders and direct debits that are paid by the Parish Council. (See attached)
- 20/082 Audit**
  - 20/82.1** To consider the effectiveness of the system of internal control. (See Attached)  
And to approve the Annual Governance Statement (AGAR Section 1). (See AGAR attached – awaiting signatures)
  - 20/82.2** To consider the Annual Internal Audit Report of Accounts Year Ended 31 March 2020. (See attachment)
  - 20/82.3** To consider the Accounting Statements (Section 2 of the Annual Return (AGAR)).  
To approve the Accounting Statements, by resolution, and ensure the Accounting Statements are signed and dated by the Council Meeting Chair.
  - 20/82.4** To decide the dates for the exercise of Public Rights of Inspection commencing Monday 15 June to Friday 24 July 2020 and running for a period of 30 working days. And to publish a notice of the Public Right of Inspection at least 1 working day before the period of inspection

on the Council website along with the 'Council Accounts: A Summary of Your Rights'.

**20/82.5** To appoint Heelis and Lodge as internal auditors for 2020/2021.

## **20/083 Planning Applications**

To consider commenting on the following applications:

<a href="#">200785</a>	18/05/2020	Haus Penken, Cage Lane, Boxted CO4 5RE	Erection of first floor side extension.
<a href="#">200936</a>	11/05/2020	Plains Farm, Straight Road, Boxted Colchester CO4 5QU	Single storey rear extension

## **Decisions**

To note the following decisions

<a href="#">200869</a> Approved	29/04/2020	Dedham Vale Vineyard & Tasting Barn, Carter Vineyard, Green Lane, Boxted Colchester CO4 5TS	Application for prior notification of agricultural or forestry development - proposed building.
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## **Appeals**

None

## **20/084 King George Field**

**20/84.1** To note that the play area is still closed. Walk by checks are being made.

**20/84.2** To note that the football teams are resuming training following the guidance of the FA.

**20/84.3** To note the watering efforts to save the newly planted trees and the weeding that has taken place.

## **20/085 Community Hub & Sports and Social Club**

**20/85.1** To note that Hub part of Parish Council activity was deemed eligible to apply for a Covid19 Business Support Grant of £10,000, which was approved and payment made into the Parish Council Community Hub Bank Account, and to discuss how this grant should be used.

## **20/086 Mental Health and Well-Being**

**20/86.1** To note that Parish Council are being encouraged by ECC, CBC and EALC to develop Mental Health and Well-Being plans and to decide if Boxted Parish Council will document a plan. These plans aim to signpost locally available resources and activities that are in place and support mental health and well-being and also used to help Councils identify vulnerable groups, resources and activities that could be developed by community groups to fill any gaps identified.

**20/86.2** To consider indicating support for a potential new group working for Boxted and Langham residents in providing opportunities to aid a reduction in mental health and social isolation problems. (See Attached email)

## **20/087 Community Initiatives Fund (CIF) Applications**

To decide if the Council will submit one or more CIF applications. (See attached 2 documents)

## **20/088 Future Parish Council Meeting Dates**

To confirm the dates of future Parish Council meetings as those listed at Appendix A to this agenda (see end of Agenda).

## **20/089 Policies**

To review and approve the Council Standing Orders (see attached).

## **20/090 Items for the next meeting agenda**

To note or propose items for the next agenda including

To review and approve the

- Parish Council Code of Conduct
- Boxted Complaints Procedure
- Boxted Equal Opportunities Policy

## **20/091 Village Hall Trustee Meeting Section**

To consider response to the Boxted Methodist Silver Band request to hire the Village Hall on Wednesday evenings.

**20/092 Meeting Closure & Date of Next Meeting**  
Wednesday 8<sup>th</sup> July 2020.

### **Appendix A to Agenda for meeting on 10<sup>th</sup> June 2020**

Proposed Dates for Future Parish Council Meetings are:

- 8 July 2020
- No Meeting in August
- 9 September 2020
- 14 October 2020
- 11 November 2020
- No Meeting in December
- 13 January 2021
- 10 February 2021
- 10 March 2021
- 14 April 2021
- 12 May 2021

If these are approved, they will be published on noticeboards and website.