

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 April 2024 at 7:30pm at Boxted Village Hall for the purpose of transacting the business as set out in the Agenda

Members of the public and press are welcome to attend and participate in the Public Participate item.

Karen Thompson – Clerk

Dated 5th April 2024.



Agenda

24/57 Welcome and noting apologies

24/58 Declaration of Interests - to receive any interests relating to items on the agenda and to remind Councillors to complete their new term Declarations of Interest.

24/59 Public participation session (There will be 15 minutes available for this item, if required)

24/60 Minutes of the last meetings of the Council held on 13th March 2024.

Councillors are asked to agree the draft minutes of the last meeting as a true and accurate account of the proceedings (see attached).

24/61 Colchester Borough Council (CBC) and Essex County Council (ECC)

To receive the verbal reports of the District Councillor and the County Councillor.

24/62 To note the information received from Colchester Council about the Casual Vacancy for Boxted Council.

24/63 Planning

- .1 To consider the following planning applications: None.

.2 Decisions

To note the following decisions that were approved:

240186	02/02/2024	Haus Penken, Cage Lane	Erection of first floor side extension (as previously approved under applica 200785)
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To note the following decision(s) were refused:

240261	08/02/2024	Lions Farm, Langham Lane	Outline application with some matters reserved for new two bedroom annexe to support ageing relative with supported living on ground floor with two garages to the front with access from the existing drive. First floor office and games room. The roof to
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24/64 Parish Council Finance and Audit

- .1 To receive the Parish Council Financial Report as at the 31 March 2024 – year end (see attachments including bank and card statements). and to agree the position should be submitted as part of the internal audit process.
- .2 To agree the end of year position will be submitted to the internal audit process of Heelis and Lodge.
- .3 To approve for payment the invoices presented.

24/65 Phone Box Library

To note the new volunteer Mrs Smith who has taken on the Phonebox library. Plastic storage boxes have been provided to help the storage of books at the Hub.

24/66 Bus Stops

To note the visit of the Essex Council Passenger Transport Infrastructure Team Manager to Boxted to see the sites of 5 newly installed bus stops and their locations. He agreed that the narrow carriageways at Boxted Cross bends and the location of the northwards stop warranted a road safety check. The stop by Cooks Hill has been installed by the contractors for the Colchester Homes development as terms of the planning approval. He agreed it is (too) close to Cooks Hill and would

look to see if it could be re-sited. The options for this are the layby – with parking restrictions for part of the day being installed or moving the stop further from the Cooks Hill junction but still on Dedham Road. We have asked for consultation before any changes are made. He also agreed to ask if Essex would replace the shelter (named village hall) on the Dedham Rd as they have removed the parish council bus stop. If unsuccessful we will have to purchase and install our own and funds have been set aside for this.

To decide the parish councils preferred site for the Cooks Hill Junction bus stop.

24/67 Recreation Ground

To note recent vandalism and thefts to Songers Cottage properties shed door that joins the field. Police informed.

24/68 CCTV

- .1 To consider installing a CCTV system covering the Village Hall Car Park, outside area of Community Hub Building and outside area of Little Owls building and an area of the Recreation Ground.
- .2 To consider the quotes received.
- .3 To approve the Draft CCTV policy and procedures and to agree the actions necessary to operate a CCTV system (see attached).

24/69 Clerk's Report

- .1 To receive the clerks report including a list of resolutions agreed at earlier Parish Council meetings and note progress to date on the following (full report - see attachment).

24/70 Items for the next meeting agenda

To note or propose items for the next agenda including:

- LGA New Model Code of Conduct
- Risk Management Policy and Risk Register
- Election of Chair and Vice Chair of the council for the 24/25

24/71 Date of next and future meetings

The proposed date of the next meeting is 15 May 2024 at 730pm. Please note this is the 3rd Wednesday in the month. Delegated authority being granted to the Clerk with authorisation from the Chair for emergency and time critical issues.

24/72 To exclude members of the press and public from the meeting to consider Hub Café lease fees.

- .1 Motion to exclude public & press: In accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted namely the consideration of lease fees. The Public and Press be temporarily excluded from this meeting and will be instructed to withdraw.
- .2 To consider the increased lease fee that should be charged for 24/25 (see attached **confidential** paper).