

BOXTED PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON 8 NOVEMBER 2023 BOXTED VILLAGE HALL AT 7.30PM

PRESENT: Members – Councillors Jamie Seakens (Chair), Arabella Brentnall, James Collitt, Amin Dedhar, Jonathan Hunt and Angela Mclauchlan
Karen Thompson - Clerk

ALSO IN Representatives from Boxted Runners were present

ATTENDANCE:

23/149 Welcome and noting apologies.

Jamie Seakens welcomed everyone to the meeting and noted that Cllrs Bays, Smith and Pugh were absent.

23/150 Declaration of Interests – Cllr's Collitt and Seakens said that they were members of the Boxted Runners but had no pecuniary interest. Cllr Hunt declared an interest in Planning Application 232509 and would not take part in the discussion.

23/151 Shed for Boxted Runners

To receive the cost of a short container for the council to purchase and hire to Boxted Runners and for storage (see attached). The council considered the cost of purchasing a container and hiring it to the Boxted Runners for approximately £50 pcm with view to reducing the hire fee when the costs had been offset. An agreement would be drafted for consideration which gave sole use to Boxted Runners, set out the insurance implications, and set out maintenance responsibilities. The council resolved to proceed on this basis with confirmation still required from the Runners group before the container would be purchased.

23/152 Public Participation Session

There were no further members of the public present and therefore nothing raised.

23/153 Minutes of the last meetings of the Council held on 11th October 2023.

Councillors resolved to agree the minutes of the last meeting.

23/154 City and County Council - To receive the reports of the District and County Councillors.

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

No councillors were present although it was reported that CCC councillors had held a surgery like evening at the Royal British Legion recently with Cllr Darius Laws engaging on many Boxted relevant topics.

23/155 Planning Applications

.1 To consider commenting on the following applications and noting the decisions made:

232509	30/10/2023	Thatchers, Mill Road	Erection of 6.0 x 3.5m wooden framed and wooden clad garden office.
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Cllr Hunt did not take part in this item.

The council had no additional local information that would impact CCCs consideration of the application and resolved to not comment for or against on the planning portal.

232503	27/10/2023	Lions Farm, Langham Lane	Use of barn for Class B8: Storage and storage of farm equipment and machinery, ancillary office, kitchen and toilets, and associated parking provision.
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The council discussed this application which has been submitted shortly after 221747 which was submitted in September 2022 which was refused. This building has not yet been occupied, awaiting discharge of initial conditions imposed by CCC, and it is reasonable that the application for change of use at this time appears to be an attempt to use the site for the same purposes as were refused by application 221747. The council also felt that if CCC do approve this application then landscaping should be required to be sufficiently extensive enough and enforced to ensure the shielding of the additional vehicle parking that this application would bring and the increased activity and noise that

will arise from running a business from this site. Landscape plans should include sufficient tree planting and indigenous hedging in order that any potential future commercial activity will not lead to loss of visual amenity in what was previously open countryside. The council does not consider fencing to be an acceptable form of screening and would support all attempts to nurture hedgerows instead, to adhere to Policy SM1 Boxted Neighbourhood Development Plan: Conserve and enhance the character and landscape of the parish and ensure it does not coalesce with urban Colchester.

The council resolved to comment making these points.

232297	30/10/2023	Land at, Orchard Farm, Wet Lane	Application for prior notification of agricultural or forestry development - proposed road.
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The council had no local information relevant to this application and resolved to not comment for or against on the planning portal. However, the council noted with interest this application from Miller Land Management, on behalf of their client, and resolved to contact the agent with a view to welcoming their client to the village and expressing the high regard the village has for the orchards.

232438	25/10/2023	Songers, Cage Lane	Application for variation of condition 2 following grant of planning permission of application 220980
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232439	25/10/2023	Songers, Cage Lan	Application for variation of condition 2 following grant of planning permission of application 220981
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The council had no additional local information that would impact CCCs consideration of these applications and resolved to not comment for or against on the planning portal.

232447	20/10/2023	Dedham Vale Vineyard, Green Lane	Application for prior notification of agricultural or forestry development - proposed new barn for winery and storage of equipment
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The council had no additional local information that would impact CCCs consideration of the application and resolved to not comment for or against on the planning portal.

232433	19/10/2023	15 Hobbs Drive	Application for a Lawful Development Certificate for proposed removal of existing garden room and replace with an extension
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The council had no additional local information that would impact CCCs consideration of the application and resolved to not comment for or against on the planning portal.

232420	18/10/2023	The Old School, Church Lane	Erection of stores and annexe attached to existing garage. Erection of detached Garden Store. Erection of Pavilion.
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The council had no additional local information that would impact CCCs consideration of the application and resolved to not comment for or against on the planning portal.

232328	04/10/2023	42 Peppers Lane	Change of use from Equine use storage barns to residential adaptation dwelling for special needs/requirements. To break off oversized garden and structure from agricultural tie donor house (No42).
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The council felt that this application would sit better with the landscape character of Boxted as described in the Boxted Neighbourhood Plan if hedging was required around the house rather than paddock styled fencing (but is actually close boarded fence which can be seen from the road) and resolved to make this observation.

- .2 **Decisions** - Decisions made by Colchester City Council were noted.

23/156 2024 Budget

To consider the draft budget and discuss what should be amended (see attached).

General discussion around the draft budget included a desire to better understand the electricity bills for the Hub building and the clerk agreed to provide a month-by-month summary and comparison to pre-refurbishment bills; also, to assume a 10% increase in Club hire fees as reasonable; and a desire to increase the committee room lettings although this wouldn't be reflected in the budget unless regular hirers came forward. The budget will be finalised at the January 24 Parish Council meeting.

23/157 Parish Council Finance

- .1 **To receive the Parish Council Financial Report as at the 31 October 2023 (see attachments including bank and card statements).**

The financial statement was received, and the following was noted. Spend to date after five months of the financial year was £53,865 and receipts were £99,338. Bank holdings were £104,865 with all precept for 23/24 received.

- .2 **To approve for payment the invoices presented.**

The following invoices for the month were seen and approved for payment.

Parish Council

Staff Pay inc pension, HMRC NI and tax	£2220.59
Expenses mileage, sundries etc	£146.69
Green recycling bins	£70.54
Cloudy IT	£96.60
Village Hall Room hire	£20.00
Bulbs for Village Green	£482.98
Vertas – grass cutting quarterly bill	£1,679.87
Sage - tree cut back	£395.00
Training - Playground inspections	£456.00
Concrete and travel	£39.00
CLL travel expenses - training	£12.60
Fire extinguishers service and replacement - E&J	£546.54
Opaque film for fire exit door	£18.99
5 Toilet roll holders - amazon	£74.95

Village Hall

Michelle Gourlay (cleaning)	£486.00
Replacement hinge for swing door	£69.60
RCCE Independent Inspection of accts	£108.00
E&J Fire Sy - fire extinguishers	£153.54
Hand towels - Viking	£63.52

End

23/158 Village Events

To consider funding the cost of flyers and refreshments at the Silver Band Christmas Carol Village Event to a maximum of £150.

The council does not organise the Silver Band Christmas Carol but does secure the donation of a Christmas Tree and resolved to fund the cost of advertising and refreshments and apply for the temporary (TENS) alcohol license from CCC.

23/159 Boxted Bridge

To note the response from Essex Highways in response to the letter sent from Boxted Council (see attached).

It was noted that when a structure is deemed unsafe to vehicles there is no opportunity to assess if safe for pedestrian, cyclists and watercraft (underneath) and therefore the decision to close Boxted Bridge to vehicles has meant these further restrictions are also in place. It was agreed that challenge would not be successful.

23/160 Climate Action Plans

To note the report regarding Ardleigh PACE and consider seeking volunteers for a similar forum with purpose of reducing council and village carbon emissions by 2035 and be net zero by 2050 (see attached).

The council resolved to advertise a PACE (Practical Actions for Climate and Emergency) like group in the Spring seeking interested volunteers to get involved.

23/161 Neighbourhood Plan (NP) – Working Group

To consider draft terms of reference for the group and set first meeting details (see attached).

Cllr Hunt agreed to join the NP Working Group. It was also resolved to ask CCC and RCCE to join the groups as advisors. The draft terms of reference were agreed as a reasonable starting point. An initial meeting would be scheduled for early in 2024.

23/162 Village Green

To note the purchase of bulbs to add to the Village Green. This was noted.

23/163 Banking

To note the feedback from Cllr Dedhar regarding banking arrangements. This was noted and the clerk was seeking a charity account for the Village Hall charity with the Co-op Bank as Lloyds don't offer charities with deeds in trust free banking facilities. Removal of the Village Hall account from the Parish Council user would reduce Council risk and increase banking security for both the Council and the Village Hall.

23/164 Recreation Ground

- .1 To note the anti-social behaviour and what has been done.** This was noted and the council decided to investigate the cost and benefits of CCTV and resolved to bring a paper to a future meeting for consideration.
- .2 To note that the tender specification has been sent to three companies with a view to obtaining quotes before new contract start April 2024.** It was noted that the tender specification for playing field grass cutting and bin emptying has been sent to three local companies.

23/165 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).**

The clerk reported that the HUB official opening event took place on 23rd October; the Clerk is playground routine inspection trained; Councillors have undertaken Charity Finance training; meetings have taken place with some residents of White Arch Place and CCC and Colchester Homes to discuss various issues including refuse and recycling problems; on-going maintenance of the hall and field by the groundsman; Pitchpower work plan is drafted and will be taken forward.

23/166 Items for the next meeting agenda

The following items are planned for the next meeting agenda:

- Finalise budget and set precept request

23/167 Date of Next Meeting - The proposed date of the next meeting is 10^h January 2024 at 730pm.

There is no meeting scheduled for December.

Necessary decisions being taken before then using delegated authority after consultation via email with one or more councillors. This was agreed.

Signature _____ Signed by _____