

BOXTED PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON 8 JUNE 2022 BOXTED VILLAGE HALL AT 7.30PM

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

ALSO IN ATTENDANCE: Members of the public attended along with Cllr Chapman of Colchester Borough Council

22/102 Welcome

The Chair welcomed those present.

22/103 Apologies and reasons for absence

Cllr Steve Bay had sent apologies which were accepted.

Cllr Barber (Essex County Council Division Councillor) was also absent.

22/104 Declaration of Interests - to receive any interests relating to items on the agenda.

None received.

22/105 Public Participation Session

This item was taken in conjunction with Items 22/107 Report from Colchester Borough Council Councillor and 22/110 East Anglia Green. The planned comments to be issued by Colchester Borough Council to the East Anglia Green Project had been circulated. The Council resolved to draft an objection which would raise concerns regarding noise, impact on health, risk of visibility from the Dedham Vale AONB, detrimental effect on the landscape character and heritage setting. The Council comment would be copied to Colchester Borough Council and our MP.

The Council would also print a number of flyers to have available at the Boxted Hub café and the Boxted 10k event.

Cllr Hunt and Collitt agreed to look closely at the proposed route in Boxted to identify building, listed building, sites of interest within one mile of the pylon corridor.

22/106 Minutes of the last meetings of the Council held on 11th May 2022.

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

Councillors resolved to agree the minutes of the last meeting.

22/107 Borough and County Council

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

Cllr Chapman spoke of the changes to the make-up of Colchester Borough Council because after the elections. He also spoke about the Colchester Borough Council objection to the East Anglia Green consultation.

22/108 Traffic at the school

To consider the email regarding changed school signage (see attachment).

The Council resolved to tell Cllr Barber that new wigwag lit signage was not needed at the school as the issue was parking and not speeding.

The Council resolved to request a further meeting with the school to see if we could find a solution to the opening of access to the overflow parking each school morning and finding and funding a crossing officer.

It was also noted that the end of the Hill Farm development footpath onto Straight Road was potentially dangerous as there was no physical barrier between the footpath coming to the junction at 90 degrees and the road. It is usual to have railing to stop children continuing from the path onto the road. The crossing point is also obscured from Straight Road traffic due to the hedge. The Council resolved to report their concerns and to arrange for a significant hedge cut back to improve visibility.

22/109 Planning Applications

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

221175	16/05/2022	Pole Barn SW of, Windyridge, Langham Lane, Boxted Colchester CO4 5HY	Application to determine if prior approval is required for a proposed: Change of Use of Agricultural Buildings to Dwellinghouses (Use Class C3), and for building operations reasonably necessary for the conversion
------------------------	------------	--	--

The Council had no objections to the above application and would not, therefore, be submitting any comment.

Decisions made by Colchester Borough Council were noted.

22/110 East Anglia GREEN UKPN project

To decide the Parish Council feedback to the proposal.

To decide further action.

The Council agreed to object to the East Anglia GREEN project proposals which would have a detrimental effect on the landscape, environment, noise, health, heritage and tourism industry in the area.

22/111 Annual Governance and Accountability Return (AGAR)

.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)

The Council considered the System of Internal Control and did not make any changes. The Council then resolved to approve the Annual Governance Statement and signed the AGAR Section 1.

.2 To consider the Annual Internal Audit Report of Accounts Year Ended 31 March 2022. (See attachment)

The Council considered the Annual Internal Audit report and noted the comments made.

.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.

The Council received and considered the Accounting Statements and resolved to agree them. They were then signed by the meeting Chair.

.4 To decide the dates for the exercise of Public Rights of Inspection commencing Monday 13 June to Friday 22 July 2022 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'.

The Council decided the dates for the Exercise of Public Rights of Inspection as Monday 13th June to Friday 22nd July 2022 and agreed to publish the notice of the Public Right on the website on Sunday 12th June 2022.

.5 To appoint Heelis and Lodge as internal auditors for 2022/2023.

The Council resolved to appoint Heelis and Lodge as internal auditors for 2022/23.

22/112 Parish Council Finance

.1 To receive the Parish Council Financial Report as at the 31 May 2022 (see attachments including bank statements).

The Financial Report was received. It showed a spend to date of £49,385 (inc of VAT) and receipts to date of £46,036. Bank balances were £58,118.

It was noted that the financial statement reflected a significant amount of spend on projects that will be reimbursed from the Colchester Borough Section 106 funds for Boxted.

.2 To approve the invoices presented.

The following invoices were approved for payment:

Pay	£1280.58
-----	----------

HMRC	£ 274.12
Pensions	£ 313.62
Clerk expenses (mileage, wfh allowance)	£ 81.35
Hall room hire fee - May	£ 20.00
Green recycling bins	£ 64.70
Joe Scammell - Brambles	£ 25.00
John Fryer - Tree Survey	£ 300.00
Heelis & Lodge internal audit	£ 295.00
Essex Straw - Bales (Jubilee)	£ 45.00
Cheap Web hosting - email addresses	£ 15.00
Little Owls S137 donation	£ 1,500.00
Hub Pay	£ 260.00

.3 To consider any projects that might be submitted for funding from the Community Initiatives Fund.

The Council would look to submit a grant application for providing all ability access provision to the Community Hub.

The Council would also look to seek grant funding for a NEST Swing from other sources.

22/113 Highways

To consider which carriageway repairs could be put forward to Cllr Barbers request scheme (see email).

The Council resolved to ask Cllr Barber to improve the carriageway edges along Lower Farm Rd as it is a route to the Dedham Vale AONB for tourists.

It was pointed out that the crossing point on Straight Road at the edge of the Village Green is potentially dangerous and should be reported to Essex Highways.

22/114 Biodiversity Group

To receive a report from Cllr Hunt regarding the work of the Biodiversity Group including the planting of the Jubilee Tree.

The Jubilee Oak donated by the Mayor of Colchester has been planted on the village green. The Council agreed that a plaque should be arranged giving the details of the donation.

The Council is waiting to see if a grant application to the Dedham Vale AOMB is successful so that information boards can be installed at the Village Green.

The Council asked that the timeframe for the installation of the circular bench be settled.

22/115 Recreation Ground

To consider the following:

- **To consider a sun dispenser point with the capital costs covered by Essex Cllr Barber. (see email)**
- **To consider the two quotes received for a nest swing installation (see attachment).**

The Council did not think that a sun dispenser point was needed at the Recreation Ground.

The Council decided to apply to the Community Initiatives Fund for assistance in purchasing and installing a nest swing.

22/116 Annual Tree Survey

To consider the Annual Tree Survey and note that Dedham Vale Tree Survey will reduce the canopy of the high priority works identified and can brace for an additional £690. To further approve the medium priority works.

Attached:

- **Covering report**
- **Tree Survey**
- **Location Map – Recreation Ground**

- **Location Map - Hobbs Drive**

The Council resolved to seek a second quote for the emergency work of canopy reduction of the large tree near the children's play area. The Council also agreed to schedule the medium recommended tree works for later in the year.

22/117 Policies

To approve the following policies:

1. **Financial Regulations**
2. **Standing Orders**
3. **Internal Control Processes**

These were approved.

22/118 Clerk's Report

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 clerks report summarised the work last month, the success of the Jubilee events, the pylon project engagement, the funding for the Sports Pavilion and Hub refurbishment will be dependent on a Football Foundation Grant of between £80,000 - £98,000. The application has been submitted. Tenders have been received with one falling within the project affordability budget.

The internal audit report identified that a contract with a value above £25,000 was not advertised on the government contract finder website. The clerk reported that this requirement was unknown to the Council and that the hub refurbishment was also not advertised.

22/119 Items for the next meeting agenda

The Council noted that

- Consideration of allotment provision
- Neighbourhood Plan

were still to be addressed.

22/120 Date of Next Meeting

The date of the next meeting is scheduled for 13th July 2022 at 730pm.