

**BOXTED PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**HELD ON 9 NOVEMBER 2022 BOXTED VILLAGE HALL AT 7.30PM**

**PRESENT:** Members – Councillors Steve Bay, Arabella Brentnall, Amin Dedhar, James Collitt, Jonathan Hunt, Angela McLauchlan, Lee Smith and Jamie Seakens (Chair)  
Clerk – Karen Thompson

**ALSO IN** Cllr Chapman (Colchester Borough Council) attended as did Mr Shiel.

**ATTENDANCE:**

**22/168 Welcome**

The Chair welcomed those present including Cllr Lee Smith to his first full Council meeting.

**22/169 Apologies and reasons for absence**

Cllr Gene Pugh had sent apologies which were accepted.

Cllr's Barber (Essex County Council Division Councillor) joined by remote connection.

**22/170 Declaration of Interests** - to receive any interests relating to items on the agenda.

None received.

**22/171 Public Participation Session**

A Councillor raised a concern on behalf of a member of the public about a dog that was bitten by another dog on the recreation ground. The Council resolved to raise awareness via facebook and the village newsletter.

**22/172 Warm space proposal from D Shiel**

Mr Shiel asked if the Council would support a warm space initiative. Use of the Village Hall would be needed and volunteers could be found it was suggested that a Friday session after the Drop-In café might be popular. The Council agreed that a warm space initiative should be supported and would make the village hall available, but it would depend on someone organising and running the sessions. Mr Shiel would look to see if one or more volunteers could be found.

**22/173 Kings' Coronation - To consider working towards a village Coronation Celebration.**

The Council agreed that an event to celebrate the Coronation of King Charles III is worth supporting and pledged to make available at least £1000 to an event.

**22/174 Minutes of the last meetings of the Council held on 12<sup>th</sup> October 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.

**22/175 Borough and County Council - To receive the reports of the District and County Councillors.**

Cllr Barber spoke by remote connection on the bus service in Boxted, which is reported at Item 22/188.

He also spoke of new plans for Boxted Bridge being published on the Essex Planning Portal and urged the Council to comment to Babergh and Essex Council.

Cllr Barber said he was waiting on information from Highways England to see what the likely timetable is for repairing the bridge over the A12.

Cllr Chapman had circulated a report before the meeting which covered Colchester support to the Cost-of-Living crisis, looking at health inequalities in the Borough and also raising concerns with the Home Office on the numbers in the Borough that are being supported whilst waiting on the outcomes of their asylum claims.

The Council asked Cllr Chapman to throw light on the confusing communication from Colchester Borough Council and Amphora Homes regarding allocating the housing planned on the former garage site off Dedham Rd. Amphora Homes saying no allocation policy is set and the Parish Council would have an opportunity to view an allocation policy but evidence that housing the bungalow is already allocated.

**22/176 Planning Applications**

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

<u>222464</u>	01/11/2022	Thatch Cottage, Green Lane, Boxted Colchester CO4 5TS	Installation of solar panels on existing tarmac tennis court in
---------------	------------	---	---

garden. 16 solar panels to be mounted at ground level. Each panel 1.8m x 1.2m.

The Council decided not to submit any comment on 222464.

**222706 27/10/2022 21 Straight Road, Boxted Colchester CO4 5HJ** Application to discharge condition 5 of planning permission 221057-

The Council agreed to observe that the current hedging should be thickened in line with the Boxted Neighbourhood Plan Policy.

**222519 13/10/2022 15 Songers Cottages, Dedham Road, Boxted Colchester CO4 5SQ** Proposed Rear Extension

The Council decided not to submit any comment on 222519

**CC/COL/106/21 Proposal: Replacement of bridge and associated highways works involving**

The Council was disappointed that the newly published information by Essex County Council Planning had not reflected the views of the Council, residents and experts in the field of conservation. The Council resolved to submit comments to the Essex Planning Application CC/COL/106/21 but also to the mirror application DC/22/00050 at Babergh District Council. A draft press statement reflecting this view was approved.

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

**22/177 Parish Council Finance**

.1 **To receive the Parish Council Financial Report as at the 30 September 2022 (see attachments including bank statements).**

The Financial Report was received. It showed a spend to date of £103,692 (inc of VAT) and receipts to date of £142,893. Bank balances were £100,668. The Council is still expected to at least break even in 22/23 with a transfer to reserves of £6000. Cash flow during the Hub project was still difficult and relies on prompt receipt of S106 and Grant funds.

.2 **To approve the invoices presented.**

The following invoices were approved for payment:

**November**

Pay (all employees inc tax, NI and pensions)	1969.56
Clerk expenses (mileage, working home allowance)	129.40
Grounds work sundries	81.60
Green recycling bins	38.57
Viking - bin bags	24.33
Scamell - grounds work	25.00
Property 360	24,369.96
Vanguard 360 - S106 - inspections	960.00
Village Hall room hire	20.00
Fields in Trust Membership	65.00
Ingleton Wood Hub refurbishment	8,236.12
Ryman plastic storage - library and clerk	68.95
Caxton card fee	1.50

**22/178 23/24 Budget**

.1 **To receive the first draft budget (see attachment).**

The first draft of budget lines for 23/24 was received. The Council felt that the opening of the overflow parking was working well and had reduced the parking along Cage Lane and Boxted Cross at school drop off and pick up times and therefore the Council would only need to consider employing and funding a school crossing Officer if the situation changed.

The Council agreed to aim to set a budget that did not exceed the general rate of inflation.

New projects were agreed

Wildlife Group work inc Public Rights of Way

Petanque+Table tennis  
Notice board to be placed at the Village Hall  
A Dog waste bin and emptying contract  
Shed replacement for Groundsman storage and working  
Knee high fencing at Recreation Ground

The final budget would be agreed at the meeting in January 2023.

**22/179 Hub building refurbishment Project**

**.1 Verbal update on Project**

The refurbishment appears to be progressing well with nothing major unforeseen raised thus far.

**22/180 Essex County Council P3 Scheme for Public Rights of Way (PROW) Maintenance**

**To receive a verbal report on the P3 Scheme (2 options) available from Essex County Council where Parish Councils wish to maintain PROWs.**

After meeting with the Essex Council PROW team, the Council understands that there are two options of the P3 Scheme. The first is to take responsibility for public footpaths via a cutting contract and funds are devolved for the purpose. This option allows the council to have control over the cutting schedule but does need to manage and monitor the contract. The 2<sup>nd</sup> option is to use local volunteers and Essex Council will provide training and PPE so that the volunteers help maintain the local PROW, and Essex Council will still cut according to their schedule. The Council resolved to join the latter P3 scheme (with training and PPE) and continue to receive an Essex cut.

**22/181 Recreation Ground**

**To note that VERTAS have been asked to:**

- Remove stones from area on LHS of field between T6 and T7-T11 and reseed**
- Remove stones from new mound and surrounding area adjacent to T25 and reseed**
- To have an addition to our contract for extending the grass cutting to include perimeter cuts**

This was noted.

**22/182 Bus Service - To note the correspondence regarding the new bus service timetable and service.**

Cllr Barber said that the evidence provided by residents of Boxted showing the unacceptable bus service in Boxted since First Bus took over the service from Panther has been formally submitted to First Bus. The company now must respond and explain how the service will be improved.

**22/183 Clerk's Report**

**To receive the clerks report including a list of resolutions agreed at earlier Parish Council meetings and note progress to date including the consultation currently open on Colchester Borough Council Affordable Housing planning document (see attached).**

The Clerk reported the No 694 bus service to East Bergholt School will continue with Essex County Council support; the pay scales for clerks have been published reflecting the 22/23 increase and have been implemented this month; the Colchester Council fee for a contested Boxted Council election in 2023 will be in the region of £700 and for uncontested, £80. An invitation to attend the Village Hall AGM (15/11/22) as Trustees to the Village Hall Charity was made.

The Council noted the report.

**22/184 Items for the next meeting agenda**

The Council noted that the 23/24 budget and Precept requirement would be settled at the next meeting.

**22/185 Date of Next Meeting - The date of the next meeting is scheduled for 11 January 2023 at 730pm. Please note the Council is not scheduled to meet in December 2022.**

Signature \_\_\_\_\_ Signed by \_\_\_\_\_