

**BOXTED PARISH COUNCIL (BPC)**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**HELD ON 13 NOVEMBER 2024 AT 730PM IN BOXTED COMMUNITY HUB CAFE**

**PRESENT:** Members – Councillors Jamie Seakens (Chair), Arabella Brentnall, James Collitt, Amin Dedhar, Jonathan Hunt, Angela McLauchlan, Gene Pugh and David Taplin.

Karen Thompson - Clerk

**ALSO PRESENT** Two members of the public

**24/157 Welcome and noting apologies.**

Jamie Seakens welcomed everyone and noted that there were apologies from Cllr Lee Smith.

**24/158 Declaration of Interests** – Cllr Pugh declared an interest in planning application appeal APP/C1530/W/24/3353458.

**24/159 Public Participation Session.**

It was confirmed to the public that a Christmas Tree will be planted near the village hall during November. The Council resolved that an outside tap could be installed to facilitate the purpose.

Cllr Brentnall agreed to present a reading at the church carol service on behalf of the parish council.

It was suggested, and agreed by the council, that given the lack of volunteers for a new fete committee that we delay plans for another fete until 2026 when there would be a volunteer to lead a new organising group.

**24/160 Minutes of the last meetings of the Council held on 10 October 2024.**

Councillors resolved to agree the minutes of the last meeting.

**24/161 City and County Council - To receive the verbal reports of the City Councillor and the County Councillor.** None were available.

**24/162 Planning Applications**

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

<u>242156</u>	22/10/2024	38 Straight Road	Proposed Conversion of Existing Detached Garage to 1 Bedroom Holiday Let
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The council resolved not to enter a comment.

<u>242067</u>	11/10/2024	The Ponderosa, Cage Lane	Single storey side extension to the north and south side of the dwelling to create a garage, utility and storage workshop.
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The council resolved to submit an observation about the proximity to the listed building near by and that design, lighting and screening should all be appropriate to the rural setting and listed building proximity.

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

.3 **Appeals** – The appeal APP/C1530/W/24/3353458 was noted at 62 Straight Road. The council decided not to add to the comments already submitted to Colchester City Council.

.4 **To consider the frontage to a Cage Lane property.** The erection of yellow bollards outside a property on Cage Lane was discussed with a concern that it wasn't in keeping with the landscape character of the area. It was resolved that enquiries would be made to see if the householder had the right to erect the bollards.

**24/163 Parish Council Finance**

.1 **To receive the Parish Council Financial Report as at the 31 October 2024 (see attachments including bank and card statements).** The finances were noted with receipts to date being £79,268 and spend £69,328. Bank holdings were reported as £96,422.

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

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

**Parish Council**

Pay Gross (inc NI, PAYE, Pensions)	2,845.06
Clerks' expenses	119.60
Green bins	105.23
Cloudy IT licenses	107.04
Moser Ground care	1,512.00
Identilable - signage	608.04
Parking signs - Screwfix	39.96
Groundsman refund for seed	16.99
Village Hall room hire	22.00
Village Hall room hire	27.50
Nicholas Percival - building valuation	900.00
Tim smith – New Christmas tree - planting	100.00
Hub handle - refund groundsman	22.73
Paint for container	191.00
Journey Planning Transport - Bridge report	540.00
<b>HUB</b>	
Hub door catch – refund clerk	£18.49
Boiler service - Elsey	108.00
café door handle – refund groundsman	22.73

### **Village Hall**

Michelle Gourlay cleaning services	432.00
Property 360 – stage lighting	1500.60
RCCE Independent examination	114.00
E&J Fire extinguisher inspection and service	£209.16
Office Boffins - new tables	798.84
Groundsman - refund - shelving parts	60.48
Boiler service - Elsey	108.00

- .3 **To consider the implication of bank charges being introduced for council accounts.** This was noted and accepted.
- .4 **To receive the recent valuation report for the Community Hub and Village Hall Buildings (see attached).** Nicholas Percival had provided reinstatement valuations for the Village Hall and Community Sports Pavilion and Hub Café for insurance purposes. These were:

Village Hall	£880,000
Sports Pavilion, café and garage	£1,013,000

These new figures have been passed to Clear Councils Insurance.

**24/164 Funding events and request**

- .1 **To consider allocating a maximum of £200 available to cover the costs of the Village Christmas Carol and Tree lighting event.** This was agreed and the council would arrange and pay for the Temporary Event License.
- .2 **To consider a request for financial support to the Dedham Vale Society (see attached letter).** It was resolved to donate £400 to the Dedham Vale Society.
- .3 **To consider a request from the school friends association to help fund a signage campaign reminding people to slow down around the village and options.**

**24/165 2025-2026 Draft Budget**

**To consider the draft budget and propose changes required (see attached).**  
The council suggested a number of amendments to the draft budget which would now be brought to the January Parish Council meeting for final approval.

**24/166 Boxted Bridge**

- .1 **To note the two submissions to both Essex and Babergh planning regarding Boxted Bridge planning application. (See attached).** This was noted.

**24/167 Nayland Pathway support**

**To receive the request for support for a pathway in Nayland (see attached).** This was noted.

**24/168 Recreation Ground**  
**To note the infill of holes and seeding especially around the table tennis area.** This was noted.

**24/169 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).**

a) Clerks Hourly 24-25 pay rate increase in line with new NALC scales was approved.

b) Village Hall AGM was noted

c) Phone box vacancy – it was decided to ask the village what they would want from the phonebox in the village

d) Lifting of tree canopy – agreed to ask Will Moser to lift the canopy of Recreation Ground Trees.

The council meeting closed and a meeting of the sole trustees of Boxted Village Hall took place.

**24/170 Items for the next meeting agenda**  
**The following items are planned for the next meeting agenda:**

- Final Budget
- Precept request authorisation
- Play area repairs to authorise

**24/171 Date of Next Meeting – There will not be a meeting on December and the proposed date of the next meeting is 8<sup>th</sup> January 2025 at 730pm in the Village Hall. Delegated authority being granted to the Clerk with authorisation from the Chair for emergency and time critical issues.** The next meeting date was agreed.

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