

**BOXTED PARISH COUNCIL (BPC)**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**HELD ON 12 FEBRUARY 2025 AT 730PM IN BOXTED VILLAGE HALL**

**PRESENT:** Members – Councillors Jamie Seakens (Chair), James Collitt, Jonathan Hunt, Angela McLauchlan, Lee Smith and David Taplin.  
Karen Thompson – Clerk

**ALSO PRESENT** Members of Boxted Cricket Club were present.

**25/17** **Welcome and noting apologies.** Jamie Seakens welcomed everyone. Apologies were accepted from Cllr's Arabella Brentnall, Amin Dedhar and Gene Pugh.

**25/18** **Declaration of Interests** – None were declared.

**25/19** **Public Participation Session.** Members of Boxted Cricket Club sought permission to advertise their club sponsors on the Recreation Ground. The Chair moved Item 25/29 to here to enable a decision to be made.

**25/29** **Recreation Ground**  
**To note the decision to refuse permission for additional Cricket Club sponsorship signs on the garage next to the Hub Café.**  
**To consider further cricket club sponsorship options.**  
The chair of Boxted Cricket Club spoke about the history and plans for Boxted Cricket Club including the successful sponsorship deals that they had secured from number of local businesses and the plans to invest in equipment and teams. The Cricket Club requested approval to position sponsorship boards under the current and planned knee-high fence running along the front of the car park. The Council **resolved** by a majority vote to permit signage boards that could be hung on the new fencing for the days that matches are played on. Boxted Cricket Club would be consulted about fence design for the new fencing.

**25/20** **Minutes of the last meetings of the Council held on 8 January 2025.**  
**Councillors are asked to agree the draft minutes of the last meeting as a true and accurate account of the proceedings (see attached).** These were agreed to be an accurate record of the meeting.

**25/21** **Colchester City Council (CCC) and Essex County Council (ECC).** There were no councillors present.

**25/22** **Planning Applications**

.1 **To note the proposed site (from the call for sites process) in Boxted that will be considered by Colchester City Council.** The site identified in Boxted for potential housing is adjacent to the Hill Farm development along Straight Road and is earmarked for 150 dwellings and will be considered at Colchester City Council's Local Plan on 17<sup>th</sup> Feb. The Council **resolved** to engage with Colchester Planning and Colchester Councillors to discuss how we present arguments re numbers, density levels, style guides, infrastructure issues, style, and community improvements should planning be permitted.

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

<a href="#"><u>250059</u></a>	03/02/2025	Redhouse Farm, Redhouse Lane	Proposed self-contained granny annexe
<a href="#"><u>250156</u></a>	27/01/2025	Lions Farm, Langham Lane	Application for approval of details reserved by condition 5 (landscaping) of application 240117
<a href="#"><u>250105</u></a>	21/01/2025	P G Rix (Farms) Ltd, Lodge Farm	Application for approval of details reserved by condition 15. (232206)

The council resolved not to enter comments on the above.

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

.3 **Appeals – Application No: 242003; DTLR Appeal Ref: APP/A1530/W/25/3358600; Appeal Start Date: 05/02/2025; Location: 37 Straight Road, Boxted, Colchester, CO4 5HN; Appeal Against: Refusal of planning permission.** This was noted.

25/23

**Parish Council Finance**

.1 **To receive the Parish Council Financial Report** as at the 31 January 2025 (see attachments including bank and card statements). The finances were noted with receipts to date being £84,379 and spend £ 90,133. Some of this year's expenditure is covered by reserves held. Bank holdings were reported as £ 80,729. The clerk pointed out that there was approx. £4k to be paid re Scottish Power electricity that had been incorrectly charged to the Village Hall.

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

The following invoices for the months of January and December were seen and approved for payment.

**Parish Council**

Pay Gross (inc NI, PAYE, Pensions)	2927.00
Clerk's expenses	89.98
Green bins	73.36
Cloudy IT licenses	107.04
Moser Ground care	2,262.00
Hall room hire	22.00
Cheap web hosting website	9.99
Property 360 - flood light repair	108.00
Property 360 key fobs	134.16
Litter picker	29.58
Groundsman fuel	18.00
First aid course	240.00
Anglia Landscapes - tarmac	116.54
Locks	28.65
Rubber Mulch Play area	384.00
<b>HUB</b>	
Viking sundries (some back - Hall)	424.69
Mop heads amazon	13.99
Scottish Power - transfer to VH	4036.27
LED Pat testing	183.79
Goff Oil	1,386.40

**Village Hall**

Michelle Gourlay	432.00
New bin refund clerk	10.19
Viking part order toiler rolls	170.38
Trusted Mats - stage	110.00
Emergency Light test	108.00
Goff Oil	944.86

25/24

**Village Hall Finance**

**To note the trustees have been made aware of the half year Village Hall current financial position with approximately income marginally exceeding running costs and approximately £70,000 in reserve.** This was noted.

25/25

**Housing Needs Survey**

**To decide to conduct a Housing Needs Survey (last was conducted in 2019) to inform Neighbourhood Plan development and any application for a Rural Exception Site. The last survey was conducted in 2019 and is deemed out of date. The council resolved to conduct a Housing Needs Survey in 2025.**

25/26

**Boxted Bridge**

To note that Essex Highways have agreed to conduct dynamic load testing on the current bridge to inform future plans and they are considering a design for a pedestrian and cycling bridge. 3 Parishes have pointed out that the dynamic load testing may save substantial monies if the current bridge is able to take lower loads. This was noted. The council also resolved to write again to Essex Councillors to try and persuade the Council to delay presenting the planning application to the Planning Committee.

25/27

**Speeding**

To note that St Peters School have requested support from Cllr Lewis Barber to look at speeding on the school approaches. This was noted.

25/28

**Parish Online software**

To note the free trial of Parish Online software until Jul 25 and the cost of £110 (exc VAT) for a 12-month subscription. This was noted.

25/29

**Recreation Ground**

To note the decision to refuse permission for additional Cricket Club sponsorship signs on the garage next to the Hub Café.

To consider further cricket club sponsorship options. **THIS ITEM WAS TAKEN AFTER 25/19**

25/30

**Neighbourhood Plan update and next meeting details**

**Verbal update from Cllr Brentnall and date of next meeting.** Cllr Brentnall was absent, and this item was deferred. It was also decided to delay the planned next NP development meeting to 13<sup>th</sup> March.

25/31

**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) Hedging discussion with Dedham Vale National Landscape Planning – template letter to be developed.
  - b) Check that councillors are aware of the push for Community Local Energy Plans (CLEP) – aware.
  - c) Council whatapp group - No
  - d) New white posts on Straight Rd – enquire if permitted
  - e) PAT testing and emergency lighting complete - Noted
  - f) Need EICR for Village Hall, roof checks and asbestos survey - noted

25/32

**Items for the next meeting agenda**

**The following items are planned for the next meeting agenda:**

- Play area repairs to authorise
- Employment pay increases
- To add cuts to the Village Green grass to the current grass cutting contract.
- Village Green Sign
- Phone box options

25/33

**Date of Next Meeting – The proposed date of the next meeting is 12<sup>th</sup> March 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 \_\_\_\_\_