

# BOXTED PARISH COUNCIL

To: Members of Boxted Parish Council

You are hereby summoned to attend the Meeting of Boxted Parish Council to be held on Wednesday 14 January 2026 at 7:30pm at Boxted Village Hall for the purpose of transacting the business as set out in the Agenda

Members of the public and press are welcome to attend and participate in the Public Participate item.

Karen Thompson – Clerk

Dated 9<sup>th</sup> January 2026



## Agenda

- 26/1 **Welcome and noting apologies**
- 26/2 **Declaration of Interests** - to receive any interests relating to items on the agenda and to remind Councillors to complete their new term Declarations of Interest.
- 26/3 **Public participation session (There will be 15 minutes available for this item, if required)**
- 26/4 **Minutes of the last meetings of the Council held on 12 November 2025.**  
Councillors are asked to agree the draft minutes of the last meeting as a true and accurate account of the proceedings (see attached).
- 26/5 **Colchester City Council (CCC) and Essex County Council (ECC)**  
To receive the verbal reports of City Councillors and County Councillor.
- 26/6 **Planning**

- .1 To consider the following planning applications and any other applications arriving after the date the agenda is published:

<a href="#">252412</a>	13/11/2025 Comments closed	Songers, Cage Lane	Application to discharge conditions 4 (Roof Materials), 5 (Brickwork) and 7 (External Doors and Windows) to 251556.
<a href="#">252456</a>	17/11/2025 Comments closed	Skye Hall Cottage, Skye Hall Hill	Replacement annexe building.
<a href="#">252690</a>	12/12/2025 Comments before 12 <sup>th</sup> Jan	Brandon, East Side	Single storey side and rear extensions following the demolition of an existing carport
<a href="#">252651</a> <a href="#">252652</a>	16/12/2025 Comments before 12 <sup>th</sup> Jan	Oak Cottage, Cage Lane,	Retrospective listed building application for cart lodge, installation of new pedestrian and vehicle gates, infill landscaping.
<a href="#">252719</a>	16/12/2025 Comments before 21 <sup>st</sup> Jan	4 Parsonage Cottages, Parsonage Hill	First floor extension
<a href="#">252697</a>	19/12/2025 Comments before 15 <sup>th</sup> Jan	The Old School, Church Lane	Erection of single storey pantry extension
<a href="#">252755</a>	23/12/2025	Runkins Farm, Langham Lane	Erection of a steel frame barn.

### 2. Decisions

To note the following decisions that were approved:

252431 Nethergong, Workhouse Hill - Single storey rear extension.

252341 Gulsons, Church Street - Re-rendering, re-roofing and window replacement.

251146 Boxted Lodge, Straight Road - Timber Orangery

252517 Somerton House, Workhouse Hill - Two-storey side extension and dormer windows

### .3 To note the following decisions that were refused:

None.

- .4 To note the following appeal decision.

APP/A1530/W/25/3372754 Original planning application 250519 at Lions Farm, Langham Lane was dismissed.

- .5 To note the Planning Direct report that the council commissioned and submitted as part of the overall Boxted PC submission specific to Planning Policy (PP) 26 relating to Land off Straight Road. Planning Direct report attached.

- .6 To note the Bellways “public consultation” event and decide any follow up actions.

**26/7 Highways request to have license over visibility splays at Hill Farm junction with Carters Hill**

- .1 Essex Highways are content that the Parish Council commits to cutting the visibility splays and do not now require a license over the ground.

**26/8 New school warning sign**

To note Highways plans to improve safety by changing the school sign to a solar powered flashing sign (see attached).

**26/9 Parish Council Finance**

- .1 To receive the Parish Council Financial Report as at the 31 December 2025 (see attachments including bank and card statements).
- .2 To approve for payment the invoices presented.
- .3 Consider upgrading laptop as it is running unsupported software.

**26/10 Finalise 2026/27 Budget and agree precept submission to Colchester City Council.** See attached draft budget noting the café may be closed for a few weeks, Band D tax rate is down from last year and play area repairs are due)

**26/11 Recreation Ground**

- .1 To consider the received play equipment repairs quote (see attached).
- .2 To note the verbal advice received from M Phelps LLB regarding adverse possession.
- .3 To decide to investigate possible water leakage under the field.

**26/12 Clerk's Report**

- .1 To receive the clerks report.

**26/13 Items for the next meeting agenda**

To note or propose items for the next agenda including:

- Quiet Lanes

**26/14 Date of next and future meetings**

The proposed date of the next meeting is 11 February 2026 at 730pm. Delegated authority being granted to the Clerk with authorisation from the Chair for emergency and time critical issues.

**26/15 To exclude members of the press and public from the meeting. Motion to exclude public & press: In accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted namely the consideration of lease clauses and lease fees. The Public and Press be excluded from this meeting and will be instructed to withdraw.**

**26/16 Community Café**

To note the possibility of early tenancy end and to approve the new lease requirements and proposed lease fee. (see attached)