

BOXTED PARISH COUNCIL (BPC)
MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON 14 JANUARY 2026 AT 730PM IN BOXTED VILLAGE HALL

PRESENT: Members – Councillors Jamie Seakens (Chair), Arabella Brentnall, James Collitt, Amin Dedhar, Jon Hunt, Angela Mclauchlan, Gene Pugh Lee Smith and David Taplin.

Karen Thompson – Clerk

ALSO PRESENT There were members of the public in attendance including 4 people representing the different bodies involved in the potential planning application for the Land North of Straight Rd.

26/1 Welcome and noting apologies. Jamie Seakens welcomed everyone.

26/2 Declaration of Interests – None declared.

26/3 Public Participation Session.

A party of four people representing Bellway’s, Savills, Meeting Place etc, spoke to the usefulness of the public consultation they conducted in December regarding a possible 150 homes on land north of Straight Road (adjacent to the Hill Farm development). As a result, they are planning meetings with pre-school provision, primary school and the Dedham Val Dark Skies Project. They do not have any detailed plans other than what they shared in December. Within their proposal is provision for 30% affordable housing. The Council noted that the results of the Housing Needs Survey conducted in 2025 identified a need for 10 units of affordable social housing made available to those people with a tie to Boxted and that the Council could request that this be fulfilled. Boxted Council will also watch to see how the open space is proposed to be managed with preference for a resident run management trust.

Boxted Council made the point to Bellway’s that any planned housing should be attractive, and they would do well to echo the style and quality of the Hill Farm development.

Colchester Council have closed consultation (Regulation 18) on the proposed Draft Local Plan which identifies the site north of Straight Road and we wait to see what emerges.

26/4 Minutes of the last meetings of the Council held on 12th 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). These were agreed to be an accurate record of the meeting.

26/5 Colchester City Council (CCC) and Essex County Council (ECC)
To receive the verbal reports of City Councillors and County Councillor. None presented.

26/6 Planning Applications
To consider the following planning applications and any other applications arriving after the date the agenda is published:

Reference	Address	Description	Action
252412 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.	None
252456 17/11/2025 Comments closed	Skye Hall Cottage, Skye Hall Hill	Replacement annexe building.	None
252690 12/12/2025 Comments before 12 th Jan	Brandon, East Side	Single storey side and rear extensions following the demolition of an existing carport	None
252651 252652 16/12/2025 Comments before 12 th Jan	Oak Cottage, Cage Lane,	Retrospective listed building application for cart lodge, installation of new pedestrian and vehicle gates, infill landscaping.	None

252719	16/12/2025 Comments before 21 st Jan	4 Parsonage Cottages, Parsonage Hill	First floor extension	None
252697	19/12/2025 Comments before 15 th Jan	The Old School, Church Lane	Erection of single storey pantry extension	None
252755	23/12/2025	Runkins Farm, Langham Lane	Erection of a steel frame barn.	The Council agreed to make a general comment regarding the potential for commercial letting in an area not identified for industry/employment. If the application is approved the council seeks Dedham Vale Dark Skies project standards and natural screening.

.2 Decisions

Decisions approved by Colchester City Council were noted.

.3 Decisions refused by Colchester City Council were noted.

.4 To note the following appeal decision.

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

.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. Noted.

.6 To note the Bellways “public consultation” event and decide any follow up actions. This was covered in the Public Participation Item 26/03.

26/7 Highways request to have license over visibility splays at Hill Farm junction with Carters Hill
Essex Highways are content that the Parish Council commits to cutting the visibility splays and do not now require a license over the ground. This was noted.

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). Noted with disappointment that it is unlikely to alter the behaviour of those that speed along Straight Rd at school times.

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). Receipts to date were £82,377.64. Spend was £85,010.47 inc VAT which will be claimed back. Bank holdings were £70,594.70.

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

Parish Council

Gross Pay all employees (inc NI, PAYE, Pensions)	3076.11
Clerk's expenses (WFH, Mileage and sundry purchased)	89.00
Green bins	£80.84
Cloudy IT licenses	109.32
Moser Groundcare	2,032.80
ICO Data Protection Fee	47.00
Wood	19.00
Boiler Service - Red Hot Source	£108.00

Direct debits

- Internet
- Water
- Electricity
- Waste removal

Village Hall

Michelle Gourlay	432.00
Boiler Service - Red Hot Source	£108.00
Mngt Fee CHIP	950.00
Pay for goff heating oil incorrectly billed to SSCHUB	524.27
LED - EICR and pat testing	537.60
S&S - window cleaning	£68.40

Direct debits

Internet
Water
Electricity

December invoices were checked and signed.

- .3 **Consider upgrading laptop as it is running unsupported software and is approaching 6 years old.**

This was approved.

26/10 Finalise 2026/27 Budget and agree precept submission to Colchester City Council. A budget was agreed of £80,060. With a precept requirement set at £67,373 (recognising grants and some projects being funded from reserves held). The precept for a Band D household will increase by 2.88%.

26/11 Recreation Ground

- .1 **To consider the received play equipment repairs quote (see attached).** This item was postponed to the February meeting.

- .2 **To note the verbal advice received from M Phelps LLB regarding adverse possession.** The council received advice that adverse possession of land required the fence to be removed and the land treated as your own for a period of ten years before a claim could be made which the rightful landowner will have the opportunity to make a case for denial. This was noted. The Council resolved to write to the neighbours to see if details are held regarding ownership.

- .3 **To decide to investigate possible water leakage under the field.** This was approved.

26/12 Clerks Report

The clerk advised about the following:

- Planned consultation regarding opening Boxted Bridge, Wick Road to pedestrians and cyclists.
- Severalls Bridge has a published date for repair by May 2027

26/13 Items for the next meeting agenda

The following items are planned for the next meeting agenda:

- Play equipment repairs

26/14 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. This was done.

26/15 Community Café

To note the possibility of early tenancy end and to approve the new lease requirements and proposed lease fee. (see attached). The clerk was given permission to develop proposed future lease terms with the assistance of Cllr Smith and to get a draft lease drawn up by Fisher Jones Greenwood. To also get costings for electricity meter installation and potential kitchen works.

Signature _____ Signed by _____