

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 11 March 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 6th March 2026



Agenda

26/36 Welcome and noting apologies

26/37 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.

26/38 Public participation session (There will be 15 minutes available for this item, if required)

26/39 Minutes of the last meetings of the Council held on 11 February 2026.

Councillors are asked to agree the draft minutes of the last meeting as a true and accurate account of the proceedings (see attached).

26/40 Colchester City Council (CCC) and Essex County Council (ECC)

To receive the verbal reports of City Councillors and County Councillor.

26/41 Planning

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

| | | | |
|------------------------|------------|-------------------------------|--|
| 260175 | 13/02/2026 | Rear of, 18 Straight Road | Application to determine if prior approval is required for a proposed change of use from Class E to C3. Conversion of Class E officers to 2 residential dwellings. |
| 260174 | 13/02/2026 | Rear of, 18 Straight Road, | Application to determine if prior approval is required for a proposed change of use from Class E to C3. Conversion of Class E commercial unit to a residential dwelling. |
| 260176 | 13/02/2026 | Rear of, 18 Straight Road | External alterations to building in conjunction with prior notification for the change of use of a workshop into a dwelling |
| 260244 | 10/02/2026 | 30A Straight Road | Application to discharge condition 28 of planning permission 240199 |

2. Decisions

To note the following decisions that were approved:

260236 Oak Cottage Cage Lane Application to discharge condition 3 to application 252651.

260053 46 Straight Road Application to vary condition 2 (drawings) of planning permission

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

252755 Runkins Langham Lane Erection of a steel frame barn

26/42 PP26 Land North of Straight Road

To note that BPC has formally requested any housing that might be permitted via PP26 allocate some social housing along the terms of a Rural Exception Site.

26/43 Parish Council Finance

- .1 To receive the Parish Council Financial Report as at the 28 February 2026 (see attachments including bank and card statements).
- .2 To approve for payment the invoices presented.

- 26/44 Bus Stop works Straight Rd**
To note the resident correspondence and history of topic regarding the bus stop being installed on Straight Rd between Mill Road and Windmill Close.
- 26/45 Poor's Land Camping Close Charity**
To acknowledge the planned meeting of Trustees after this meeting.
- 26/46 Annual Audit**
To note that the new Assertion 10 of the external audit process (AGAR) will check the council's approach to website accessibility, GDPR, IT management and access to information (FOI) and consider allowing a website accessibility audit to be conducted.
- 26/47 Policies for Review and Adoption**
- .1 To review and adopt Freedom of Information Policy (see attached).
 - .2 To review and adopt Data Protection/GDPR Privacy Statement (see attached)
- 26/48 Format of Annual Parish Meeting for Residents**
To agree format and confirm the date for the Annual Parish Meeting which is the meeting for residents currently planned for 13th May.
- 26/49 Clerk's Reports and requests**
- .1 To receive the clerks report
 - .2 To consider purchase of a petrol driven hedge trimmer (Cllr Collitt).
 - .3 To consider the impact of rising oil prices on Boxted residents, who are solely reliant on heating oil, and bring this to the attention of our MP and Government
- 26/50 Items for the next meeting agenda**
To note or propose items for the next agenda including:
- Play equipment repairs
- 26/51 Date of next and future meetings**
The proposed date of the next meeting is 8 April 2026 at 730pm. Delegated authority being granted to the Clerk with authorisation from the Chair for emergency and time critical issues.
- 26/52 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 pay rate proposals. The Public and Press be excluded from this meeting and will be instructed to withdraw.**
- 26/53 Consideration of Pay Increases for staff not governed by national pay scales**
To consider rates of pay for April 2026 – March 2027 (see attached **confidential** paper).