

BOXTED PARISH COUNCIL (BPC)
MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON 13 MAY 2026 AT 730PM IN BOXTED VILLAGE HALL

PRESENT: Members – Councillors Jamie Seakens (Chair), Arabella Brentnall, Amin Dedhar, Jon Hunt, James Collitt and David Taplin. Clerk – Karen Thompson

ALSO There were members of the public present.

PRESENT

26/71 Election of New Chair of the Parish Council for May 26 until May 2027 Cllr Jamie Seakens was elected.

26/72 Election of Vice-chair of the Parish Council for May 26 until May 2027 Cllr Jon Hunt was elected.

26/73 Sign Declaration of Acceptance of Office of the Chair and Vice-chair
Both councillors signed their Declarations.

26/74 Welcome and noting apologies. Jamie Seakens welcomed everyone and noted the apologies of Cllrs Gene Pugh, Lee Smith and Angela Mclauchlan.

26/75 Declaration of Interests – None declared.

26/76 Public Participation Session.

The first member of the public spoke on the topic of Item 84 Village Fundraiser Support. The Chair allowed that agenda item to be brought forward

26/84 To consider supporting a village fundraiser for the support around treatment for a local Boxted School pupil and former Little Owls attendee (see attached).

Three members of the public spoke about their hopes to run a village fundraising event to support the family of Remy, a local child – pupil of Boxted Primary School and formerly of Little Owls Pre-school, who is facing a significant health diagnosis. The plan would be to hold a ticketed fete on the King George V Recreation Ground with the support of Boxted Parish Council. The council resolved to help with making the field available on 2nd August and to underwrite some of the possible costs that will be incurred to up to a value of £1000.

Item ended

A further member of the public, resident of Boxted, was able to speak to the recent County Council elections and the forward direction of the new council which is led by the Reform Party. He asked which issues that Boxted face should be of concern to the County Council and high on this list was the Norwich to Tilbury Pylon project being pursued by National Grid without proper consideration of a subsea route and the plans of Essex Highways to replace the protected and historically important Boxted Bridge instead of a cheaper sympathetic repair.

26/77 Minutes of the last meetings of the Council held on 8th April 2026
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 by all to be an accurate record of the meeting subject to correcting the spelling of Councillor Sunnucks.

26/78 Colchester City Council (CCC) and Essex County Council (ECC)
To receive the verbal reports of City Councillors and County Councillor. None available.

It was noted that the ward representative for Rural North on Colchester City Council is Cllr William Sunnucks and the division representative for Constable Division is Cllr Sara Naylor.

26/79 To approve the use of General Power of Competence (see attached paper)
 It was resolved to approve the use of General Power of Competence as the criteria was met.

26/80 Planning Applications

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

Reference	Address	Description	Action
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260608	1, Hall Cottages, Burnt Dick Hill	Single storey rear/side extension to existing property.	None.
260755	Runkins Farm, Langham Lane	Erection of barn	The council recognised that this planning application had been submitted before and refused. This application is for a smaller barn but the concerns over risk of being used for industrial use would be made.

.2 Decisions

Decisions approved by Colchester City Council were noted.

Decisions refused by Colchester City Council were noted.

26/81 Progress on Hub Lease and building update including

- **Roller blinds to bar area in café to be removed**
- **New tenant is beginning decoration**
- **Some tables sold.**

To resolve to enter into the lease agreement as drafted by Fisher Jones Greenwood and agreed with Tom’s Food Lounge Ltd, Tom Beczala.

There were a few corrections to the draft lease that were raised and would be corrected before approval.

It was resolved that the council would convene an extraordinary meeting to approve the final version of the lease.

26/82 Parish Council Finance

.1 To receive the Parish Council Financial Report as at the 30 April 2026 (see attachments including bank and card statements). Receipts to date were £36,296.25. Spend was £12,694.88. Bank holdings were £87,513.78.

.2 To approve for payment the invoices presented.

The following Invoices were approved.

Invoices Boxted Council	Amount
Total pay inc PAYE, NI Pension	3081.52
Clerk’s expenses (Mileage, refunds for spend)	111.70
Green bins	£90.79
Cloudy IT licenses	130.32
Moser Groundcare	1,726.51
Hall Hire	22.00
Dog waste bin empty contract CCC	682.50
EALC membership	467.85
Engine oil, watering can, bits for bin base	85.51
Goff Oil fill	2,675.94
Additional clean	64.75
Invoices Boxted Hall	
Michelle Gourlay	432.00
Viking – sundries	504.20
CHIP Management	950.00
Pest control products	11.95
Window glass replacement	117.44
Mersea drains	270.00
Allied Westminster Insurance	365.72

.3 To note the VAT reclaim for period Mar 25 – Feb 26 of £7594.76 was received in Mar 26. Noted.

.4 To note the new charging structure for Caxton debit card and the transfer of funds and closure of account as a result. Noted.

- 26/83 End of Year and Internal Audit**
To note the internal audit currently in progress. Noted
- 26/84 Village Fundraiser Support**
To consider supporting a village fundraiser for the support around treatment for a local Boxted School pupil and former Little Owls attendee (see attached).
This item was taken as part of Public Participation 26/76.
- 26/85 Tree Survey Results**
To consider JF Tree Specialist's tree survey and approve any necessary works. The council resolved to commission the medium risk recommendations in the Tree Survey.
- 26/86 Recreation Ground**
- .1 To note new picnic benches are in place. Noted.
 - .2 To note the planned install of a further litter bin by the small play area to cope with the summer holidays. This was approved.
 - .3 To consider a location for a flowering cherry tree donation on the Recreation Ground. The tree is in memory of Carol Lloyd and her work for CRE with no memorial plaque requested.
Cllr Brentnall agreed to look at the Recreation Ground to see where the most appropriate place for a tree would be.
- 26/87 UKPN and Village Green**
To note the request to route a power network cable through the centre of the village green. We requested a site visit to show why this should be routed around the edge of the green. Cllr Hunt met with their representative and we are waiting to see a new route proposed. NOTE – the new route proposed does not impinge on the Village Green.
- 26/88 Royal British Legion Club Fete request 29th Aug**
To consider making the field available to the Royal British Legion Club for a village fete on 29th Aug 2026. This date is currently not available due to cricket match commitments.
- 26/89 Review of Asset Register**
To review the version of the asset register on 31st March 2026. Rescheduled for the next meeting.
- 26/90 Review of Risk Register and Management Plan**
To review the current Risk Register. This would be taken at the next meeting.
- 26/91 Clerks Report**
- .1 To receive the clerks report. This was Received. The council noted the blockage of toilets at both the changing rooms and the village hall; the service and clearing of the village hall drains; and the repair of the disabled toilet water heater in the village hall.
- 26/92 Items for the next meeting agenda**
The following items are planned for the next meeting agenda:
- Risk Management Policy and Risk Register
 - Asset Register
 - Receive Internal Audit Report
 - Approve and Sign Annual Governance and Internal Audit Report
 - Play area inspection reports
 - Possible plans for a village antelope (or similar) herd
- 26/93 Date of next and future meetings**
The proposed date of the next meeting is 10 June 2026 at 730pm. Delegated authority being granted to the Clerk with authorisation from the Chair for emergency and time critical issues. This was agreed.

Signature _____ Signed by _____