

**BOXTED PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**HELD ON 20 JULY 2021 BOXTED VILLAGE HALL AT 7.30PM**

**PRESENT:** Members - Cllr Seakens (Vice-chair), Collitt, Hunt, Mclauchlan, Oxford and Seakens.  
Note taker – Mr A Dedhar

**ALSO IN** Five members of the public.

**ATTENDANCE:**

**21/00113 Welcome**

Cllr Seakens had agreed to chair the meeting and welcomed those in attendance.

**21/00114 Apologies and reasons for absence**

Cllrs Damen, Chaplin, Brentnall had conveyed apologies. Cllr Pugh were also absent.

Cllr Chapman (Colchester Borough Council) and Cllr Barber (Essex County Council) had sent apologies.

**21/00115 Declaration of Interests - to receive any interests relating to items on the agenda.**

There were no declarations of interest declared.

**21/00116 Public participation session (There will be 15 minutes available for this item, if required)**

Five residents from the new Hill Farm development attended and gave views regarding the village green. General view was 'don't want games or events on it, want it tidied up, especially verges, and had always been led to believe it would be maintained as a lawn'. They also asked about signage to show where the public land ends. And asked about preventing access by illegal vehicles. It was suggested that they leaflet everyone on the estate to get full group consensus of views & feed these back to the Parish Clerk.

5 representatives of the sports clubs expressed concern that the play & recreation proposal would leave insufficient funds for what they wanted to see at the Hub. They have apparently just had an initial estimate for costs for the Hub proposal from planning consultants Ingleton Wood of £138k including consultancy fees, and it was pointed out to them that the available funds summary showed there would be in excess of this remaining after the costs of the play & recreation proposal. They then confirmed that they had no objection. They also voiced a little concern about needing to re-site some of their equipment. Two other residents attended voicing support for \$106 money being sent on play facilities, and one asked if when the Hub is considered, it will result in longer opening hours.

**21/00117 Update regarding potential Rural Exception Scheme site in Boxted – Mr Kelly (Bidwells)**

It was resolved to defer this item to the next Parish Council meeting.

**21/00118 Minutes of the last meetings of the Council held on 9 June 2021.**

Councillors agreed the draft minutes of the last meeting as a true and accurate account of the proceedings of the meeting. The Chairman signed the minutes.

**21/00119 Clerk's Report**

**21/119.1 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)**

It resolved to defer this item to the next Parish Council meeting.

**21/119.2 To note the tasks completed by Grounds Person (see attached) and consider replacing the Dedham Road bus shelter.**

It was resolved to defer this item to the next Parish Council meeting.

**21/00120 Borough and County Council**

**To receive the reports of the District Councillor and the County Councillor.**

It resolved to defer this item to the next Parish Council meeting.

**21/00121 Highways**

**21/104.1 To receive an update from the meeting hosted by Cllr Barber with other local Parish Councils.**

It resolved to defer this item to the next Parish Council meeting.

**21/104.2 To receive a report from Cllr Collitt regarding the work to make Straight Road safer (see attached).**

Cllr Collitt presented his report (already distributed) and the Council resolved to approach Highways Agency to seek permission to cut back the vegetation on left hand verge when travelling from Boxted to Colchester to allow pedestrian usage.

**21/00122**  
21/122.1

**S106 Committee**

**To receive a proposal presented by the Recreation Ground Working Group, – Cllr Hunt - (see attached for detail) and consider approving the following:**

- **Agreement in principle for improved Recreation Ground facilities, and agreement to allocate a budget of £75,000 (£60,000 from Section 106 money and £15,000 from Parish Council reserves)**
- **Finalising the design & layout of the scheme and specifications of the equipment (which will be different from different suppliers)**
- **To proceed with initial inspections, reports, and planning applications**
- **Work to present a final detailed scheme, with detailed costings, back to the PC**
- **consider the need, and best means of, seeking residents' views**

**To receive the email from Cllr Arabella Brentnall and the letter from the sports clubs (see attached files).**

Cllr Hunt presented the S106 Working Group proposal, with some key changes. It was recognised that mounting play equipment on to the mounds brings complications in terms of specification and therefore cost. The Working Group has replaced the mounds and equipment thereon with a log based climbing structure as the centrepiece, which will give largely the same play value, but remove cost uncertainty, and allow the contingency sum asked for to be significantly reduced. It is possible to deliver the project within a budget of £75k still including 10% contingency. The mound could still be made from the driveway spoil, in an alternative location, and with no equipment on it, the specification would not be critical. He also referred to some of the comments and objections made by Cllr Brentnall in emails to various groups of recipients, saying that some of these comments had clearly caused confusion as evidenced by the Sports Clubs believing that there would be less than £100k left for the Hub project. And he asked for it to be recorded that contrary to Cllr Brentnall's inferences, no one involved in formulating the proposal, or voting in favour of it, was doing so from a motivation of any personal gain, self-interest, or other personal agenda. The Council was asked to give the project its agreement in principle, and to give the S106 Working Group authority to proceed with finalising the specification and prices, and the Council unanimously resolved to do this. It was also resolved to ask the Parish Clerk to proceed with checking whether any permissions might be needed, and to make such application for such permissions.

The Council then considered the need for, and best means of, seeking residents views. There was unanimous agreement that there was no need seen to conduct another village survey in respect of this project, because views had already been sought and received via social media channels, and taken full account of, but that it would be desirable to ask for resident views once again, in respect of plans for the Hub project. It was suggested that this be done by way of leaflet/reply slip in a future Parish Magazine.

**21/122.2 To approve submission of a planning application and building regulations for a ramped and stepped new access to the Community Hub building.**

The Council resolved to submit a planning application and building regulations for a ramped and stepped new access to the Community Hub building.

**21/122.3 To consider the recommendation, from the S106 Committee, to appoint Ingleton Wood (see fee proposal attached) for consultancy on Hub building refurbishment.**

The Council resolved to appoint Ingleton Wood (see fee proposal attached) for consultancy on Hub building refurbishment.

**21/00123**  
21/123.1

**Parish Council Finance**

**To receive the Parish Council Financial Report as at the 30<sup>th</sup> June 2021 (see attachments including bank statements).**

It resolved to defer this item to the next Parish Council meeting.

## 21/00124 Planning Applications

21/107.1 The following applications were considered, and no submission comments were raised:

<u>211746</u>	21/06/2021	Runkins Farm, Langham Lane, Boxted Colchester CO4 5HZ	Application to discharge condition 3 (materials), 8 (landscaping), 9 (gates, walls and fences) of planning permission 202849
<u>211700</u>	15/06/2021	The Old Orchard, Wet Lane, Boxted Colchester CO4 5TW	Side extension on to detached house. This is a resubmission of application 210248.
<u>211808</u>	28/06/2021	Kings Cottage, Langham Lane, Boxted Colchester CO4 5HZ	Proposed Single Storey Front Porch

To note the objection submitted on the following application.

The proposal does not offer enough information about how the proposed use of the site as "holiday cottages" will work within the industrial setting of the land where it is to be located. The site at 62A Straight Road is a mixed-use small industry site, with regular access by vans and lorries throughout daylight hours. Heavy machinery operates on the site frequently, creating both noise and dust issues which will not be conducive to a "holiday" atmosphere. Access to the proposed site will involve crossing through this industrial activity and does not seem safe nor suitable for the intended uses. The nearest other source of vehicle access is an unadopted road, Chapel Lane, which is equally unsuitable for access. Additionally, previous proposals similar to this in the local area (e.g. application no 102330) were rejected on the grounds that there is a lack of tourism facilities within the nearby villages, a situation which has not changed. Similarly transport infrastructure is not sufficient to support such a development, with the majority of journeys expected to be made by private car, to and from the site. Whilst the visual aspect of the proposal is not un-welcome and could be argued to be an improvement on an industrial use, it is not at all clear how the business would be viable given the location and this leads to a fear that the intended usage of the lodges is not for public leisure, but instead potentially for long term housing of workers, or private rental. The proposal also states that the development will not offer any additional employment potential to the local area, which is not in line with the Boxted neighbourhood plan, policy SB1, which dictates that outside of the settlement boundaries in Boxted parish, any similar schemes should be of benefit to and appropriate for the local employment needs.

The recent decisions and appeal were also noted.

## 21/00125 Village Green

21/125.1 **To note the completion of the transfer of the Village Green to the Parish Council. The Council Insurers have been notified.**

This was noted.

21/125.2 **To consider the tender specification for village green maintenance (see attached).**

Following the resident's views expressed in the Public Participation session, it was agreed that more consultation with Hill Farm estate residents, and other neighbouring residents, was appropriate, before approving a specification.

21/125.3 **To consider replacing the current round seat with a memorial bench (Cllr Brentnall).**

It resolved to defer this item to the next Parish Council meeting.

21/125.4 **To consider siting a Christmas Tree on the Village Green.**

It resolved to defer this item to the next Parish Council meeting.

## 21/00126 Community Hub

**To consider the request received by the Hub lessees to provide further lease fee relief of 80% for a further 3 months (June - August) before restarting the sliding scale of increases at 20% per month (see attached).**

The Council resolved to agree to a further deferral, covering June – August, of the introduction of staged increases back to full rental was approved unanimously, but subject to the lessees being reminded that the formal lease has expired and is currently being extending on a monthly basis, whereby either party can terminate the tenancy at the end of any monthly period, and that agreement to a new term lease will not be considered without the Council receiving a business plan from the lessees, and that this business plan might be considered in competition with other prospective tenants.

## 21/00127 Recreation Ground

**To agree the preferred outside water dispenser (see attached).**

The Council resolved to purchase and install the anti-vandal water dispenser.

## 21/00128 Insurance

**To consider commissioning a review of land and surfacing values to ensure insurance is sufficient**  
It resolved to defer this item to the next Parish Council meeting.

**21/00129 Policies for Review**

**To approve the policies below:**

- **Complaints Policy**
- **Persistent and Vexatious Complaints or Correspondence Policy**
- **Press and Media Policy**

It resolved to defer this item to the next Parish Council meeting.

**21/00130 Items for the next meeting agenda**

**To note or propose items for the next agenda:**

The following were proposed:

1. Consultation with residents regarding plans for the Hub refurbishment
2. Consultation with local residents regarding plans for the Village Green maintenance
3. Consideration to Inviting submissions from prospective Hub tenants

**21/00131 To consider the next council meeting.**

**To consider the proposed date of the next meeting currently planned for 8<sup>th</sup> September 2021 at 730pm with no full Parish Council meeting scheduled in August.**

This was agreed.

**Signed by Meeting Chair ..... on .....**