

BOXTED PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD ON 12 JANUARY 2022 BOXTED VILLAGE HALL AT 7.30PM

PRESENT: Members – Seakens, Collitt, Hunt, Pugh and Mclauchlan
Clerk – Karen Thompson

ALSO IN ATTENDANCE: One member of the public attended along with the Ward Councillor, Cllr Chapman (Colchester Borough Council).

22/1 Welcome and confirmation of Councillors

Cllr Seakens – temporary Chair

Cllr Brentnall; Cllr Collitt; Cllr Hunt; Cllr McLauchlan; Cllr Oxford; Cllr Pugh.

To note the 'nomination for election' period for the two Boxted Councillor vacancies runs until Friday 14th Jan. If more than two nominations are received a full local election will be held with fees falling to the Parish Council.

22/2 Apologies and reasons for absence

Cllr Brentnall has sent apologies. Cllr Oxford was also absent.

22/3 Declaration of Interests - to receive any interests relating to items on the agenda.

There were no declarations of interest declared.

22/4 Rural Exception Site Update – to receive a verbal report from the RCCE and Bidwells.

Laura Atkinson from the RCCE explained that she was working on behalf of Boxted to advise Neil Kelly of Bidwells regarding a Rural Exception Site (RES) coming forward. The suggested location was the Parish Council preferred site near Newman Drive. The benefit of an RES is that the land will be tied via a Section 106 agreement to the provision of low cost rented housing for people living, working or with a strong connection to Boxted, in perpetuity. The Boxted RES would supply six rented and one shared ownership property. Potential occupiers must be on the local housing list. Bidwells now need to team with a housing association to purchase, build and operate the RES. It was suggested that the Parish Council write to Mr Kelly of Bidwells expressing a hope that they would team with one of the not-for-profit housing associations recommended by RCCE that have a proven track record in this area which the Council resolved to do.

22/5 Public participation session

One member of the public spoke about the planning application to replace Boxted Bridge and said that Essex County Council did not intend to publish any comments on the application which differs in policy from most planning authorities. He suggested that the parish council write to Essex County Council seeking the publishing of comments in the public interest. The Council resolved to do this.

22/6 Minutes of the last meetings of the Council held on 10 November 2021.

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

Councillors agreed the minutes of the last meeting.

22/7 Borough and County Council

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

Cllr Chapman advised that Colchester Borough Council were likely to announce a moratorium on new builds in Langham and Boxted until the sewage facilities had been upgraded which could be late 2024 or early 2025.

Cllr Chapman also advised that we could make available approximately £400 from his Locality Budget for a Boxted project.

22/8 Cross Cottage Garage Site

22/8.1 To note that a public meeting was held on 8 December 2021 where Boxted residents were able to see and question the Colchester Borough (CB) Homes development plans. CB Homes understood the effect of removing parking spaces and agreed to review their plans to see what could be accommodated. The Council is waiting for new plans.

This was noted.

22/8.2 To receive the legal advice from Wellers Hedleys regarding compulsory purchase.

The Council noted the advice from Wellers Hedleys. This led to a discussion about the land currently used by license as allotments and where any future allotments could be accommodated. In considering its duty to consider the provision of allotments the Council resolved to write and enquiry letter to Wormell Farms to see if land close to Boxted Cross might be available for purchase as allotment amenity space. It was also agreed to have provision of allotments on the agenda for the next meeting.

22/9 Boxted Bridge

To note the public meeting held on 13 December 2021 and the report from Cllr Hunt.

This was noted.

22/10 Planning

.1 To consider commenting on the following applications and noting the decisions made:

CC/COL/106/21	Consultation 7/1/22 – 28/1/22	Boxted Bridge , Boxted, Essex, CO4 5TB	Replacement of bridge and associated highways works involving realignment, junction improvements and width increase of the carriageway.
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The Council resolved to object to the planning application CC/COL/106/21 on the grounds that repair needed to be fully investigated and any replacement would need match the current size, shape and look of the current bridge to preserve its heritage in the Dedham Vale AONB.

Colchester Applications:

213004	28/10/2021	Land east of, Carters Hill, Boxted Colchester	Application to discharge conditions 3, 9 & 11 of planning approval 210775
213015	29/10/2021	19 Songers Cottages, Dedham Road, Boxted Colchester CO4 5SQ	Proposed two storey rear extension.
213097	08/11/2021	Packwood House, Church Street, Boxted Colchester CO4 5SY	Proposed extension to the rear of existing car port to form small store. First floor to be formed as an annexe above existing car port.
213337	04/12/2021	Parkview, Straight Road, Boxted Colchester CO4 5QW	Dropped kerb required for access to existing driveway opening on property.
213373	08/12/2021	Seven Gables, Cross Field Way, Boxted Colchester CO4 5SF	Proposed conversion of garage to annex
213457	17/12/2021	Boxted Sports Pavilion, 1 Cage Lane, Boxted CO4 5RE	Proposed external alterations to include the addition of a ramp, alterations to fenestration, and internal refurbishment
213484 & 213485	21/12/2021	Songers, Cage Lane, Boxted Colchester CO4 5RE	Demolition of existing prefab garage and replacement with proposed oak framed cartlodge with store / office over.

The Council considered the planning applications on the Colchester Borough Council planning portal and had no comments to make.

The Council also noted planning decisions made and appeal with the Planning Inspectorate.

22/11 Parish Council Finance

.1 To receive the Parish Council Financial Report as at the 31 December 2021 (see attachments including bank statements).

The Financial Report was received. It showed a spend to date of £76,097 (net of VAT) and receipts to date of £71,515. Bank balances were £60,356.

.2 To approve the invoices presented for December.

The following invoices were approved for payment:

Pay net – total	£	1,325.72
HMRC	£	656.48

Pensions	£ 431.59
Grounds expenses	£ 54.57
clerk expenses	£ 114.80
Recycling contract	£ 35.38
Anglia Bulbs – Village Green	£ 131.10
Naturescape bulbs - Village Green	£ 82.69
Playdale - additional play facilities	£ 22,555.44
Huddletree Nurseries – Village Green	£ 17.55
Goren Farm yellow rattle - Village Green	£ 150.00
Hall room hire	£ 20.00
Identilabel - water sign	£ 93.00
Further grounds expenses	£ 36.60
expenses – wood posts for notice board	£ 40.00
Anglia bulbs – Village Green	£ 131.10
S106 – Hub refurbishment Ingleton Wood fee	£ 779.81
Parkers Bulbs - Village Green	£ 240.30
Finance admin Fee	£ 1.50
OS map data	£ 22.67
Finance admin Fee	£ 1.50
S106 - Planning application - Hub refurbishment	£ 145.00
Finance admin Fee	£ 1.50
Parkers Bulbs - Village Green	£ 240.30
Finance admin Fee	£ 1.50
Hub Net Pay	£ 249.17
Tenant - café equipment	£ 450.00
Hub Oven cleaning	£ 230.00
Elsey boiler service and repair	£ 310.44
Sofa removal - Colchester Borough	£ 50.00
Finance admin fee	£ 1.50

22/12 S106 Committee

- .1 **To note that approval was received from the Fields in Trust for the installation of an access route to overflow parking. See Recreation Ground, below, for installation plans.**
The approval from the Fields In Trust was noted.
- .2 **To decide to apply for a Football Foundation grant for £80,000, based on the latest layout plans for the building refurbishment (see attached). Note the grant is likely to be forthcoming but if not successful then the funding shortfall of the S106 budget is likely to be approximately £40,000 (see attached). As part of Football Foundation grant the Parish Council will need to commit to meeting pitch standards which is likely to incur annual costs.**
The Council resolved to apply for a Football Foundation Grant of £80,000 recognising that additional spend would be required on the pitches resulting from Pitch Power assessments.
- .3 **To note the submission of a planning application showing the external appearance changes to the Community Hub building.**
This was noted.

22/13 Budget and Precept Requirement for 2022-2023

- .1 **To consider and approve the draft budget.**
The Council approved a net budget £56,391. It would be published on the council website.
- .2 **To agree the precept requirement based on the approved budget.**
The Council resolved to submit a precept request of £55,104 allowing for £1,287 to be provided in Colchester Borough Council grants. This would result in a £1.63 (or 3.09%) increase in the Parish Council element of Council Tax for a Band D household to £87.72.

22/14 Trinity School

To note the correspondence from Cllr Barber of Essex County Council regarding the building of Trinity School and its impact of school places.

This was noted.

22/15 Village Green

- .1 **To note the volunteer group wildflower bulb planting and maintenance of the Green.**

This was noted.

22/16 Community Hub

- .1 **To note the new lease proposed with Mr D Harper for operating the Community Hub café and to note the intended opening in mid- January 2022 (see attached).**

This was noted.

22/17 Recreation Ground

- .1 **To note the following:**

- **Path extended from the water fountain to the front of the Village Hall**
- **Installation of the access route to overflow parking will start when weather permits**
- **Installation of fencing due to start in the week commencing 31 Jan 22**
- **Installation of additional play facilities due to start in the week commencing 31 Jan**

This was noted. It was agreed that the soil, from access route to overflow parking work takes place, would be temporarily sited on the housing side of the field and transported, to form the nature mounds, when there was less risk to the field surface from heavy vehicles. The installation would start before the end of January.

22/18 Request for Funding

To consider a request for funding/donation from the Dedham Vale AONB.

The Council resolved to donate £100 to the Dedham Vale Society recognising the work they do to promote and protect the Dedham Vale AONB in Boxted.

22/19 Clerk's Report

- .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).**

The Clerk added to the written list the planned meeting with the Clerk to Langham Parish Council to discuss matters of joint concern. The Council asked that the 100 Lane bridleway be discussed with a plan to coordinate maintenance and improvement and the Council also resolved to write to the landowners and or Essex Highways about the flooding of the bridleway where it crosses the Blackbrook water course.

The Clerk also raised an observation of volunteer litter pickers along Straight Road and the Council resolved to write to the organiser expressing thanks to the volunteer group and offer vouchers for use in the Community Hub Cafe.

- .2 **To note the tasks completed by Grounds Person (see attached).** This was not available.

22/20 Items for the next meeting agenda

The following were noted:

- Memorial Bench proposal for the Village Green
- Possible allotment provision
- Consider establishing a school patrol officer
- Establish a Boxted Rangers group
- Process of Reviewing Neighbourhood Plan
- S106 committee – how best to oversee implementation
- Receipt of Community Hub Fire Risk Assessment

22/21 To consider the proposed date of the next meeting planned for 9th February 2022 at 730pm.

This was agreed.

Signed by Meeting Chair on