

**BOXTED PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
**HELD ON 9 FEBRUARY 2022 BOXTED VILLAGE HALL AT 7.30PM**

**PRESENT:** Members – Seakens, Brentnall, Collitt, Dedhar, Hunt, and Mclauchlan  
Clerk – Karen Thompson

**ALSO IN** Several members of the public attended.

**ATTENDANCE:**

**22/21 Welcome**

**22/22 Apologies and reasons for absence**

Cllr Oxford and Pugh were absent.

Cllr Chapman (Colchester Borough Council Ward Councillor) had sent apologies

Cllr Barber (Essex County Council Division Councillor) was absent.

**22/23 Declaration of Interests** - to receive any interests relating to items on the agenda.

Cllr Brentnall declared an interest in the planning application 213417.

**22/24 Public participation session**

Several residents made representation raising concerns regarding the displacement of car parking that will occur if planning application 220148 is approved. They raised the concern of school children walking to school along roads with significant parked vehicles, the already congestion on Cross Cottages cul-de-sac.

**22/25 Minutes of the last meetings of the Council held on 12 January 2022.**

**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.

**22/26 Borough and County Council**

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

No reports available.

**22/27 To decide to advertise for co-option the remaining Councillor vacancy (suggested advert attached in time for March Parish Council meeting).**

It was resolved to advertise the remaining councillor vacancy, to be filled by co-option at the April Parish Council, meeting via the Parish Langham with Boxted Newsletter, Facebook and the e-newsletter with a closing date of 28<sup>th</sup> March.

**22/28 Planning Applications**

**.1 To note that Boxted Council wrote to Essex County Council seeking publication of comments made in respect of CC/COL/106/21 Boxted Bridge. Essex County Council refused to change their policy.**

This was noted.

**.2 To note that Boxted Parish Council objected to the planning application along with Colchester Borough Council and to consider any further actions.**

This was noted and the Council resolved to write to Essex County Council Highways Portfolio holder (Cllr Scott) asking for the application to be withdrawn and also to write a press article indicating the level of objection the application had.

**.3 To consider the Anglian Water planning application ([213417](#)) which will install new underground pipeline through the Dedham Vale AONB and parts of Boxted. Planning Applications.**

The Council resolved to comment that the Parish Council would monitor the application to ensure that trees and hedgerows are preserved.

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

[220148](#)

19/01/2022

Land to the West of, Cross Cottages, Boxted Colchester

Redevelopment of site to create 7 no. new residential units

The Council resolved to object to the planning application on the grounds that the garage site was provided for parking of those living in Cross Cottages and by not providing sufficient parking within the application for the current requirement plus a new requirement will displace parking on to already congested roads increasing school children risk and rural village landscape and character.

[220113](#)      17/01/2022      Lions Farm, Langham Lane, Boxted      Application to discharge condition 3 of  
Colchester CO4 5HY      212303 (Planting)

The Council did not have any objection to the application and would not submit a comment.

The Council also noted planning decisions made.

## 22/29 Garage Site

**To consider the updated plans from Colchester Borough Council for the development of housing at the garage site owned by CBC.** This was dealt with at 22/28.4 ref 220148.

## 22/30 Parish Council Finance

### .1 To receive the Parish Council Financial Report as at the 31 January 2022 (see attachments including bank statements).

The Financial Report was received. It showed a spend to date of £93,455 (inc of VAT) and receipts to date of £72,829. Bank balances were £54,680.

### .2 To approve the invoices presented for December.

The following invoices were approved for payment:

Employees Net Pay	£ 1072.20
HMRC	£ 477.95
Pensions	£ 314.95
Staff expenses	£ 124.49
Green bins recycling	£ 35.38
Vertas grass cutting	£ 1,214.03
Printer cartridges - Viking	£ 74.62
Cheap web hosting Website domain	£ 9.99
Village Hall room hire	£ 20.00
Anglia Landscapes - access to parking	£ 15,138.00
Playdale - new play equipment	£ 15,036.96
Community Hub Pay	£ 249.17
Wall Post box (Safe Company)	£ 54.00

### .3 To decide the three Councillors to be the main signatories on finance accounts.

It was resolved to migrate all financial accounts to the following signatories:

- Cllr Jamie Seakens
- Cllr Amin Dedhar
- Cllr Gene Pugh

## 22/31 Village Green

### .1 To consider the design for the memorial bench courtesy of the Carter family and decide to commit funds to ground preparation (see attached).

The Carter family design for a round metal memorial bench for the Village Green was approved. The Groundsman would be asked to advise on whether to install concrete groundwork or paving slabs with an estimate of costs to the measurements provided.

The Council resolved to ask Mr Carter to powder coat the bench in black.

## 22/32 Community Hub and Car Park

### .1 To decide the requirements of car park lighting.

The Council agreed that any car park lighting should be low level lighting facing away from all housing and only triggered when necessary (either by timer or movement). Both Cllr Dedhar and Brentnall would meet the electrician to discuss options. The Council want to ensure that the Dedham Value Dark Nights policy is respected and that the same issues that primary

school have with excessive bright lights on all night be avoided. The Council also resolved to ask the school if the lights could be altered.

- .2 **To consider installing a shed behind the Hub building to replace the small shed in very poor condition. Approximate cost is £1500 and would provide storage and workspace for the groundsman.**

The Council agreed that a replacement shed could be built behind the Community Hub Café but it should be delayed until the Community Hub refurbishment is completed.

#### **22/33 Recreation Ground**

**To note the following:**

- **Installation of the access path to overflow parking made of planings**
- **The temporary siting of excavated soil until it can be moved to its final location.**
- **The repair to the children's play area fencing**
- **The installation of fencing around the outdoor gym equipment**
- **Ongoing Installation of play area equipment except for 5-aside football goals which are delayed**

These were noted.

#### **22/34 Highways**

- .1 **To consider a proposal, from Langham Parish Council, to share the costs and use of a portable VAS sign (see attached estimate of costs). Cost to Boxted Parish Council would be £1214 - £2428.**

The Council decided that it was premature to invest in a VAS and would wait to see the results of the traffic surveys planned through Cllr Barber (ECC Division Councillor) before considering again.

#### **22/35 Allotments**

**To note that Wormell Farms are considering the approach from Boxted Council regarding possible land for allotment provision in the village.**

This was noted.

#### **22/36 Annual Parish Meeting for Residents**

**To decide the date and format of the Annual Parish Meeting for residents.**

It was resolved to hold the Annual Parish Meeting at 7pm on Wednesday 9<sup>th</sup> March.

#### **22/37 Her Majesty's Platinum Jubilee**

**To note that Mr Shiel, St Peter's Church, is organising Boxted Jubilee events to take place on Sunday 5<sup>th</sup> June including Boxted Methodist Silver Band performance, picnic on the field, and live music.**

This was noted.

#### **22/38 Policies for Review**

**To approve the policies below:**

- **Asset Register**
- **Risk Management Policy and Risk Register**

These were approved.

#### **22/39 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).**

These were received and noted.

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

#### **22/40 Items for the next meeting agenda**

The following were noted:

- **Boxted Public Rights of Way (PROW) survey and clearance**
- **Progress on Speed Surveys**
- **Decide how best to oversee the implementation of the S106 projects.**

- Establish and fund a school patrol officer
- Process of Reviewing Neighbourhood Plan
- Fire Risk Assessment Community Hub Building

**22/41 It was agreed that the next meeting planned for 9<sup>th</sup> March 2022 and will take place as the Annual Parish Meeting concludes. The Annual Parish Meeting will start at 7pm.**

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