

BOXTED PARISH COUNCIL
PARISH COUNCIL MEETING JULY 2016

The Minutes of the Meeting held on Wednesday 13TH July 2016 at Boxted Village Hall, Cage Lane, Boxted Colchester, Essex commencing at 7pm

		<u>Present</u>
Chairman:	Councillor H Large	Yes
Vice Chairman:	Mrs A McLauchlan	No
Councillors:		
	Councillor Mrs R Cryer	Yes
	Councillor G Pugh	Yes
	Councillor Mrs C Damen	Yes
	Councillor S Lawrence	No
	Councillor Mrs L Carpenter	Yes
	Councillor M Parratt	Yes
	Councillor K Daniels	No
Staff:	Clerk to the Council Denise Humphris	Yes

Others in attendance at the meeting:

Colchester Borough Councillor Nigel Chapman and 1 Member of the public

037/16 APOLOGIES FOR ABSENCE

RESOLVED: (unanimously) to accept apologies for absence from Councillor Mrs A McLauchlan and Councillor S Lawrence

038/16 DECLARATIONS OF INTEREST Councillor Mrs Carpenter declared a personal interest on the Neighbourhood Plan in relation to the additional strip of land beside the school.

039/16 MINUTES OF THE MEETING HELD ON WEDNESDAY 8th June 2016

RESOLVED: to approve the minutes of the meeting as a true record for signature by the Chairman.

040/16 BOROUGH AND COUNTY COUNCIL MATTERS

Colchester Borough Councillor Nigel Chapman reported that there is progress with regards to traffic on local roads. A meeting with County Council had evidenced a 6% decrease in traffic volumes over the last year. Signage still needs to be improved and may be the subject of a Local Highways Panel Request.

041/16 CLERK'S REPORT

The Clerk reported as follows:

Planning Decision Notices

160905 – 20 Straight Road Boxted – retrospective application for a proposed field shelter to house horses – Approved

160773 – Packwood Church Street Boxted – Proposed alterations and single storey extension demolition of existing poor quality outbuildings new garage and store external pool and pool planting building – Approved

160688 – Broomfield Farm Cage Lane Boxted – Proposed single storey free standing garden room – Approved

160463 – Gulsons Farm Church Street Boxted – Part single and part two storey extensions - Approved

Playground inspections

Emergency repairs undertaken by Hill Farm Landscapes following reports of dangerous wires sticking out from climbing frame rope.

Clerk meeting with play repair company 12th July to discuss various repairs needed and obtain quote for weekly play inspections

Dedham Vale AONB

This organisation have extended the orchards project (free trees) to include bee pollinating flowers. We have registered an interests and are now awaiting their confirmation that they have funding before receiving any further information.

Village Hall Lease

Draft document still awaited and chasing

Correspondence received

Essex County Council Joint replacement Waste Local Plan – submitted for examination

Essex County Council – Review of Development Management Policies

EALC – details of AGM and Conference - September 2016

042/16 PUBLIC PARTICPATION - QUESTIONS FROM MEMBERS OF THE PUBLIC PRESENT AT THE MEETING None

043/16 NEIGHBOURHOOD DEVELOPMENT PLAN.

It was agreed that the Clerk would liaise with Colchester Borough Council to establish what we need to do if anything with regards the proposed referendum in September and whether we are allowed to do leaflets or advertising of the plan beforehand.

044/16 BOXTED COMMUNITY HUB

Refurbishment and Opening

The Clerk advised that the second phase of the refurbishment to get the bar and lounge area open is progressing well. Draft lease agreements are being prepared by solicitors and definite opening date is expected within the next few weeks.

045/16 COLCHESTER BOROUGH COUNCIL LOCALPLAN – PREFERRED OPTIONS CONSULTATION

Members reviewed the proposals for Boxted and were pleased to note that CBC proposals were sympathetic to all matters considered within Boxted Neighbourhood Plan document and **RESOLVED** to comment as such and thanking Colchester Borough Council for their help and assistance and sympathetic consideration of all issues relevant to Boxted.

046/16 ANNUAL REVIEW OF INSURANCE

a) **Risk Assesment Document.** Councillors reviewed the document prepared and submitted by the Clerk and **RESOLVED** to approve the document with no amendments

b) **Asset Register** Councillors reviewed the updated register prepared by the Clerk and **RESOLVED** to approve it as a true record.

Annual Insurance Councillors reviewed the Insurance scheme quotation and considered that all necessary insurable risks were covered and therefore **RESOLVED:** to approve the acceptance of the insurance and payment of the premium of £

047/16 STANDING ORDERS AMENDMENT

In line with audit recommendations it was **RESOLVED:** to update Standing Order number 18 to incorporate reference to the Public Contracts Regulations 2015.

048/16 GRASSCUTTING CONTRACT/VILLAGE HANDYMAN CONTRACT

Members reviewed information provided by the Clerk and **RESOLVED:** to approve the specification for the Village Grasscutting and Maintenance Contract. It was agreed that due to the nature of the work successful tenders would need to demonstrate that they held PA1/PA6 pesticide weed spraying qualifications It was **RESOLVED** to put this out to tender for review.

Members noted that the temporary grasscutter was doing a good job.

049/16 ANNUAL SUBSCRIPTIONS

RESOLVED: to renew the subscription to the RCCE at £55 plus vat.

050/16 PAYMENT OF ACCOUNTS

RESOLVED: (unanimously) to authorise payment of the accounts as detailed below for July Appendix 'A' totalling £14606.52

051/16 DATE OF NEXT MEETING

There is no meeting in August

The next meeting will be held on Wednesday 14th September 2016 at 7pm at Boxted Village Hall Cage Lane

There being no further business the Chairman closed the meeting

CHAIRMAN.....

DATE.....

APPENDIX ' A'

BOXTED PARISH COUNCIL – July 2016

PAYMENTS LIST AND PAYMENTS AUDIT July 2016

Payment processed by (method)	<u>Date paid</u>	<u>PAYEE</u>	<u>GROSS</u>	<u>VAT</u>	<u>NET</u>	<u>DETAILS</u>
S/O	12 TH July	Mrs D Humphris	877.67		877.67	Monthly salary
S/O	12 TH July	Essex Pension Fund	273.23		273.23	July pension contributions
Online payt	12 th July	Barry Took	708		708	Handyman jobs and grasscutting
Online payt	12 th July	Fordham Parish Council	12.92		12.92	¼ share BT bills
Online payt	12 th July	Accent Stationers	9	1.50	7.50	Stationery postages
Online payt	12 th July	Boxted Village Hall	180		180	Meeting fees
Online payt	12 th July	RCCE	66	11	55	Annual subscriptions
C.NO.	12 TH July	Langham with Boxted	38.30		38.30	Grant funding re printing Village

		PCC				directory
D/D	1 ST July	Anglian Water	310.91		310.91	SSC Water (6 months)
Online payt	12 th July	Came and Company	2598.11		2598.11	Annual Insurance
SSC						
d/d	12 th May	EON	53.79	2.56	51.23	Electric
d/d	14 th April	EON	109.20	4.33	104	Electric
Online payt	15 June	Future Electrical	141.60	23.60	118	Cleaning supplies
Online payt	15 June	Goff Petroleum	777.42	41.30	736.12	Oil for heating
Online payt	27 June	Mrs D Bennett	100		100	Community Hub Refurb project
Online payt	28 June	Artistik	1359	302	1057	Community Hn refurb project
Online payt	8 July	Mr D Priestnall	55		55	Community Hub refurb project
Online payt	8 July	HDCC	250		250	Community Hub refurb project
S/O	15 TH June	Mrs E MckAY	230.31		230.31	July salary
Online payment	12 th July	Pestforce	65		65	Pest Control includes ant infestation
Online payment	12 th July	E&J Fire and Security Limited	456	76	380	Annual fire inspection
Online payment	12 th July	Mark Graves	5880.64	980.11	4900.53	Community Hub refurb project
D/D	1 ST monthly	Colchester Borough Council	54.42		54.42	Trade Waste July
		TOTAL PAYMENTS	14606.52	1442.40	13164.12	