

BOXTED PARISH COUNCIL
PARISH COUNCIL MEETING SEPTEMBER 2016

The Minutes of the Meeting held on Wednesday 14TH September 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	Yes
Councillors:		
	Councillor Mrs R Cryer	No
	Councillor G Pugh	Yes
	Councillor Mrs C Damen	Yes
	Councillor S Lawrence	Yes
	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:

2 Members of the public

052/16 APOLOGIES FOR ABSENCE

RESOLVED: (unanimously) to accept apologies for absence from Councillor Mrs Cryer and Councillor K Daniels

053/16 DECLARATIONS OF INTEREST None

054/16 MINUTES OF THE MEETING HELD ON WEDNESDAY 13TH July 2016

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

055/16 BOROUGH AND COUNTY COUNCIL MATTERS

Colchester Borough Councillor Nigel Chapman sent his apologies for absence.

056/16 CLERK'S REPORT

The Clerk reported as follows:

Planning Decision Notices

161474 – Orchard Place Accommodation Road Boxted – Application for the retention of entrance gates, piers and side walls. REFUSED

057/16 PUBLIC PARTICIPATION - QUESTIONS FROM MEMBERS OF THE PUBLIC PRESENT AT THE MEETING None

058/16 BOXTED COMMUNITY HUB

Refurbishment and Opening

The Clerk advised that THE Hub is now open and the proprietor reported that business was going well and she was very happy. The after school club has also opened and the changeover between the hub and after school club is going well so far. We do have some storage issues but there may be some scope to resolve this in the future by using the garage where the tractor is stored.

Exterior Repairs

The Clerk reported that Stage 2 of the refurbishments have cost £14800 of £15000 grant funding so far - there are still some small snagging issues to be attended to. The next

phase is to attend to the outside of the building which is in a very poor state of repair. It is evident that the roof is leaking in places and this has damaged the ceilings in the Sports changing room side of the buildings. Two roofers have now had a look and estimated costs as follows: For a new roof £20000; for repairs sufficient to make it watertight for this winter £4000. We can apply for grant funding but assuming funding is approved, the funding will take some time to come through and we do normally need to provide some match funding which the PC is not in a position to do at the moment with only around £9000 of its own money in the bank. If the roof is not repaired before the worst of the winter weather sets in, it could damage some or all of the interior works undertaken so far and it was agreed that as the roof need to be replaced as a matter of urgency that the Council will consider applying for a Public Works Loan Board Loan to cover the cost. It was considered that additional income now being generated by the hub could potentially cover the loan costs. The Clerk was instructed to get an independent survey of the roof with a view to drawing up a specification to include repair of all fascias soffits and gutters at the same time. Three quotes should then be obtained and the Council will then consider applying for the loan funding.

059/16 CAMPING CLOSE CHARITY – TRANSFER TO ESSEX COMMUNITY FOUNDATION

The agreement to transfer all funds to Essex Community Foundation for them to administer on our behalf has been stalled due to the fact that this Charity owns one small piece of land which we currently allow the Church to use as a Car Park. This land will need to be disposed of before we can transfer the Charity to ECF. The land also has a right of easement on it for the owners of the Old School House for whom this is the only access to their property. The Charity's governing document does not contain a power of amendment and as the land has a designated purpose within the Governing Document (for allotments for Relief of the Poor) the only way to dispose of the land is to change the Charity's objects via a scheme know as a Cy-Pres scheme which has to be approved by the Charity Commission.

After some discussion it was **RESOLVED** that ideally the Council as Trustees of the Charity would like to gift the land to the Church to carry on providing a Car Park for them. The Clerk was instructed to write to the Church asking them initially if we could negotiate to gift this land to them as part of a transaction to obtain the land on which the Village Hall stands.

The Clerk has discussed the matter briefly with Birkett Long who have a specialist Charity solicitor who could help with both the Cy-Pres scheme and the disposal of land and the Council as Trustees of the Charity **RESOLVED** that due to the potential complexities of the matter a solicitor should be used and the Clerk was asked to obtain quotations for the service. It was further **RESOLVED** that reasonable costs associated with the land sale and the transfer of the Charity to ECF could be paid for from the Charity bank account which currently has a balance of approximately £54k.

060/16 PLANNING

Members considered their comments to planning applications submitted to Colchester Borough Council and **RESOLVED** to comment as follows:

161849 – 1Line Cottages Straight Road Boxted – Front extension – NO OBJECTIONS

162205 – Carters Vineyard Highbank Green Lane Boxted – Removal of condition 2 or variation of a condition following grant of planning permission NO COMMENTS

162208 AND 162209 LBC – St. Peters Cottage Church Street Boxted – New frames within existing opening, garage conversion, rear single storey extension with flat roof and internal works – NO OBJECTIONS

A further application has been submitted since the agenda was issued which will be dealt with under the Clerk's delegated authority as the response is required before the next meeting:

162211 – Prior approval for a change of use from B8 (storage or distribution centre) building and land within its curtilage to C3 (dwelling house)

061/16 PAYMENT OF ACCOUNTS

RESOLVED: (unanimously) to authorise payment of the accounts as detailed below for August totalling £ and September totalling £ Appendix 'A'.

062/16 DATE OF NEXT MEETING

The next meeting will be held on Wednesday 12th October 2016 at 7pm at Boxted Village Hall Cage Lane

There being no further business the Chairman closed the meeting

CHAIRMAN.....*Signed by Councillor H Large Tuesday 12th October 2016*

APPENDIX ' A '

BOXTED PARISH COUNCIL – September 2016

PAYMENTS LIST AND PAYMENTS AUGUST 2016

<u>Payment processed by (method)</u>	<u>Date paid</u>	<u>PAYEE</u>	<u>GROSS</u>	<u>VAT</u>	<u>NET</u>	<u>DETAILS</u>
S/O	12 TH August	Mrs D Humphris	877.67		877.67	Monthly salary
Online payt	8 th August	Mrs D Humphris	680		680	£1000 re NDP net of tax
S/O	12 TH August	Essex Pension Fund	268.56		268.56	August pension contributions
Online payt	8 th August	Hill Farm Landscapes	600	100	500	Grasscutting, bin emptying, litter pick
Online payt	8 th August	Hill Farm Landscapes	50	10	60	Play equipt temp repair (rope)
Online payment	8 th August	Fields in Trust	50		50	Annual subscriptions
SSC						
S/O	15 TH August	Mrs E McKAY	230.31		230.31	August salary

Online payt	14 th July	Magnet	1618.49	269.75	1348.74	Community Hub Kitchen
Online payt	8 th August	Mrs D Humphris	64.94		64.94	Community Hub new toilet seats, kettle and pedal bins
Online payt	8 th August	Mrs D Humphris	135		135	Duplicate keys(spare set) for Communty Hub
Online payt	8 th August	RCCE	60	10	50	Village Halls and Community Buildings membership
Online payt	8 th August	M Goulding	605		605	Community Hub Painter/decorator
Online payt	8 th August	Donna Hamblion	338.28		338.28	Paint/materials for volunteers
Online payt	8 th August	Ellisons	600	100	500	Community Hub Lease x2
Online payment	12 th July	Mark Graves	2742.99	457.16	2285.83	Community Hub refurb project
Online payment	8 th August	Border Flooring	1445.54	240.92	1204.62	Community Hub Flooring
D/D	1 ST monthly	Colchester Borough Council	54.42		54.42	Trade Waste July
NDP						
Online payt	8 th August	Navigus Planning	657	109.50	547.50	Final draft NDP
Online payt	8 th August	Colchester Borough Council	11801.03		11801.03	Balance of front runner grant returned.
		TOTAL PAYMENTS	22879.23	1297.33	21581.90	

PAYMENTS LIST AND PAYMENTS SEPTEMBER 2016

Payment processed by (method)	<u>Date paid</u>	<u>PAYEE</u>	<u>GROSS</u>	<u>VAT</u>	<u>NET</u>	<u>DETAILS</u>
OP	25 TH July	Mrs D Humphris	872		872	Re Comm Hub Refurb White goods
S/O	12 TH Sept	Mrs D Humphris	877.67		877.67	Monthly salary
S/O	12 TH Sept	Essex Pension Fund	273.23		273.23	Sept pension contributions

Online payt	12 th Sept	Accent Stationers	33.94	5.65	28.29	Stationery postages
Online payt	12 th Sept	Playquip Leisure	1177.80	196.30	981.50	Playground repairs
Online payt	12 th Sept	Hill Farm Landscapes	600	100	500	9/8/16 Grasscutting
Online payt	12 th Sept	Hill Farm Landscapes	600	100	500	24/8/16 Grasscutting
CNO	12 TH Sept	CALC	35		35	Renewal subscriptions
SSC						
D/D	26 August	EON	21.56	1.03	20.53	Electric
d/d	23 sept	EON	21.39	1.02	20.37	Electric
Online payt	12 th Sept	Artistik	423.60		423.60	Community Hub refurb project
S/O	15 TH Sept	Mrs E MckAY	230.31		230.31	Sept salary
Online payment	12 th Sept	Pestforce	70		70	Pest Control
Online payment	12 th Sept	Tin Bins Skip Hire	390	65	325	Community Hub Refurb project
D/D	1 ST monthly	Colchester Borough Council	67.28		67.28	Trade Waste August
		TOTAL PAYMENTS	5693.78	469	5224.78	