

BOXTED PARISH COUNCIL
58 SHAFTESBURY AVENUE
HARWICH CO12 4BT
Tel 01206 329019
E-mail boxted-council@btconnect.com

THIS MEETING IS OPEN TO THE PUBLIC

To All Councillors:
You are summoned to attend:
THE PARISH COUNCIL MEETING
Of
Boxted Parish Council
Wednesday 11TH October 2017

At
Boxted Village Hall Cage Lane Boxted commencing at 7.00pm
For the purposes of transacting the following business.

4th October 2017

Denise Humphris
Mrs D Humphris
Clerk to the Council

A G E N D A

1. **APPOINTMENT OF CHAIRMAN FOR THE REMAINDER OF THE MUNICIPAL YEAR TO MAY 2018** Due to the previous Chairman's resignation: to appoint a Chairman and receive his/her Declaration of Acceptance of Office
2. **APPOINTMENT OF VICE- CHAIRMAN FOR THE REMAINDER OF THE MUNICIPAL YEAR TO MAY 2018**
3. **TO RECEIVE APOLOGIES FOR ABSENCE**
To consider apologies for absence given and confirm acceptance of those apologies.
4. **DECLARATIONS OF INTEREST-** to receive Councillors Declarations of Interest under 2012 regulations on any item which appears on the agenda
5. **THE MINUTES OF THE MEETING HELD ON 13th September 2017**
To approve the minutes as a true record for signature by the Chairman (previously circulated)
6. **PUBLIC PARTICIPATION**
(Maximum 15 minutes unless otherwise directed by the Chairman)
To receive questions/comments/queries from members of the public present at the meeting.
In accordance with standing order 3(h), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
7. **CLERK'S REPORT**
To note the Clerk's report on action items since the last meeting.
8. **BOROUGH AND COUNTY COUNCIL AFFAIRS**
To receive reports from Borough and County Councillors

9. PLANNING

a) To review for comment as a consultee, planning applications for Boxted submitted to the Planning Authority Colchester Borough Council since 13th September 2017.

10. BOXTED 10K RACE

To consider a request from the organisers to confirm this Council's support for the event.

11. SHARED PCSO RESOURCE

To consider a request from Great Horkesley Parish Council: Would this Council wish to enter in to talks with Gt Horkesley and three other local parishes to share the cost of dedicated PCSO hours (shared between 5 villages in total)

12. ADOPT A TELEPHONE KIOSK

To consider a proposal to adopt the telephone kiosk on Dedham Road – adoption cost £1.

13. COMMUNITY HUB

a) Assistant to the Clerk to the Council – Monthly report

To note the report on action items since the last meeting.

b) Community De-fibrillator

To consider a request from Boxted Lodgers to install a de-fibrillator inside the Hub building(which would necessitate the need for Sports teams to have their own keys to the building)

14. FINANCIAL AND ACCOUNTING

a) To receive the financial report 1st April 2017 – date

b) To receive councillor confirmation that monthly audit checks have been undertaken

c) To consider approval of the payment of invoices received.

15. EXCLUSION OF THE PRESS AND PUBLIC

To consider the exclusion of the press and public from discussion of the following items because of the likelihood that confidential information could be disclosed

Community Hub matters

a) With regards to one year Hub tenancy :To undertake first quarterly review of progress with regards new Hub tenants, including review of financials and other matters

b) Personnel Matters

In the light of changing roles and responsibilities of The Clerk to the Council and Assistant to the Clerk to the Council – to consider a re-structure of the two jobs, reviewing hours and job descriptions (Details to be circulated

c) Village Hall Staff

To confirm that all staff employed by the Village Hall may be paid under Boxted Parish Council PAYE, with requisite transfers to be made from Village Hall accounts to cover salary and N.I.payments

16. TIME AND DATE OF NEXT MEETING

Wednesday 8th November 2017 at Boxted Village Hall Cage Lane Boxted
Commencing at 7pm

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