

BOXTED PARISH COUNCIL

58 SHAFTESBURY AVENUE

HARWICH CO12 4BT

Tel 01206 329019

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THIS MEETING IS OPEN TO THE PUBLIC

To All Councillors:

You are summoned to attend:

THE PARISH COUNCIL MEETING

Of

Boxted Parish Council

Wednesday 13th September 2017

At

Boxted Village Hall Cage Lane Boxted commencing following the end of the Annual Parish Meeting which commences at 7.00pm

For the purposes of transacting the following business.

6th September 2017

Denise Humphris

Mrs D Humphris

Clerk to the Council

A G E N D A

1. **TO RECEIVE APOLOGIES FOR ABSENCE**
To consider apologies for absence given and confirm acceptance of those apologies. *Councillor Mrs L Carpenter*
2. **DECLARATIONS OF INTEREST**– to receive Councillors Declarations of Interest under 2012 regulations on any item which appears on the agenda
3. **THE MINUTES OF THE MEETING HELD ON 12TH July 2017**
To approve the minutes as a true record for signature by the Chairman (previously circulated)
4. **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.
5. **CLERK'S REPORT**
To note the Clerk's report on action items since the last meeting.
6. **BOROUGH AND COUNTY COUNCIL AFFAIRS**
To receive reports from Borough and County Councillors
7. **NORTH ESSEX GARDEN COMMUNITIES LTD**
To consider an invitation from NEGC Ltd to send a representative to attend a question/answer session on 28th September at Marks Tey Hall.
8. **PLANNING**
a) To review for comment as a consultee, planning applications for Boxted submitted to the Planning Authority Colchester Borough Council

9. HIGHWAYS MATTERS

LOCAL HIGHWAYS PANEL REQUESTS

- a) To consider a request from Langham Parish Council to support their request for Chevrons at the bend by Runkins Corner.
- b) To consider a request from Borough Councillor Nigel Chapman to support an application for new signage and re-painted road markings on Straight Road, including adjacent Queens Head Road, Horkesley Road.
- c) To note a request from a Highwoods resident for speed restrictions on Langham Road,(outside Boxted parish boundary) and to consider supporting Borough Councillor Chapman's application to support this.

10. ESSEX COUNTY COUNCIL – WITHDRAWAL OF BUS SERVICE SB39 CONSULTATION

To consider this Council's response to this consultation.

11. COMMUNITY HUB

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

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

b) New Roof

to receive an update with regards grant bids for new roof and to consider setting up a 'fund-raising' campaign, to include use of a 'Just Giving' donation site and seeking local business sponsorship.

c) External Repair and Decoration

to note plans for external repair and decoration after roof completed.

d)Purchase of sundry items

to consider the purchase of: chairs for outdoor patio use; new tables for indoor use; new stackable chairs for indoor use; purchase of coffee machine;purchase of a larder fridge/freezer.Total cost not to exceed £2000

e)Broadband/wi-fi

to consider new broadband/wi-fi facility to be installed and paid for by parish council Hub income

f) Village Hall - cleaner's rubbish

to consider allowing Village Hall cleaner to put rubbish in Hub trade waste bins.

g) Next stage re-furbishment

(i)To consider in principle agreement to ideas for further re-furbishment to include refurbishment of old tractor store to provide small parish council office; small meeting conference room with disabled facilities (possible joint after school club use with extension if needed) new changing facilities for Sports teams to include male and female officials facilities and disabled changing facility (possible demolition of existing 'garage store').

(ii)to consider in principle agreement for new storage facilities for sports clubs sited by existing council storage container and related 'landscaping' and to consider applying to Councillor Chapman's Locality Budget for a contribution towards these costs – estimate £4000.

h)Car Park Gates

To receive updates with regards refurbishment of car park gate; arrangements to close gate each night; refurbishment of overflow car park barrier to make it easily operational for all.

i) Community Hub Coffee mornings

to consider helping to increase Hub business by proposed council 'invite' coffee mornings to include free hot drink and piece of cake – to be run by Clerk and Assistant Clerk maximum cost £500.

j) Summer 2018 – Community Event King Georges Field

To receive updates with regards to proposed Community Event during summer 2018 to be organised by Boxted Parish Council (Clerk and Assistant Clerk)

CHIP, Boxted Village Hall Trustees, Borough Council Zone Wardens and to invite local clubs, societies and organisations to be involved.

k) Cricket Club – assistance with cricket square maintenance

To confirm Hub Handyman to assist Cricket Club with grounds maintenance of cricket square (no cost as incorporated in Handyman hours)

12. COUNCIL - REVIEWED STRUCTURE AND REPORTING

Due to the Council's expansion in terms of responsibilities and staff to consider the creation of a Policy and Resources Committee to deal with operational and personnel matters – full details circulated.

13. ANNUAL SUBSCRIPTIONS

To consider the following renewal subscriptions:

Essex Playing Fields Association £30

Rural Community Council of Essex £60.50 plus VAT

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

16. TIME AND DATE OF NEXT MEETING

Wednesday 11th October 2017 at Boxted Village Hall Cage Lane Boxted
Commencing at 7pm

Boxted Parish Council Clerk to the Council
58 Shaftesbury Avenue Dovercourt
HARWICH CO12 4BT

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