

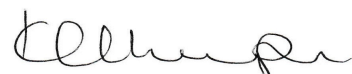
# BOXTED PARISH COUNCIL

To: Members of Boxted Parish Council

**You are hereby summoned to attend the Meeting of Boxted Parish Council to be held on Wednesday 13<sup>th</sup> June 2018 at the Village Hall commencing at 7.30pm or after the Parish Assembly Meeting For the purpose of transacting the business as set out in the Agenda**

Karen Thompson – Interim Clerk

Dated 1/6/18



## Chairman's Welcome

- 18/038 Apologies and reasons for absence.**
- 18/039 Declaration of Interests** - to receive any pecuniary or non-pecuniary interests relating to items on the agenda.
- 18/040 Public participation session with respect to items on the agenda and other matters that are of mutual interest**  
There will be 15 minutes available for question time, if required. At the close of this item; members of the public will no longer be permitted to address the Council.
- 18/041 Minutes of the last meetings of the Council held on 9<sup>th</sup> May 2018**  
Councillors are asked to agree the draft minutes of the last meeting as a true and accurate account of the proceedings of the meeting (See attachment).
- 18/042 Landscaping discussion with developers of Hill Farm development**
- 18/043 Clerk's Report**  
To receive the report of resolutions agreed at Parish Council Meetings and Progress to date (See attachment).
- 18/044 Borough and County Councillors**  
To receive the reports of the District Councillor and the County Councillor.
- 18/045 Planning**
- Received CC/COL/13/18 - Proposal: Continuation of use of the Park and Ride facility without compliance with condition 1 (approved details) attached to CC/COL/63/15 to allow weekday (Monday to Friday) hours of opening of 05:00 to 21:45**  
**Location: Colchester Park & Ride, Cuckoo Farm Way, off A12 (Junction 28), Mile End, Colchester**
- 17 Apr 2018 [181007](#) Fillpots Nursery 52 Straight Road, Boxted Colchester Current CO4 5RB
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- [181092](#) MLB Replacement Windows Rose Cottage, Redhouse Lane, Boxted CO4 5RL Rural North 25/04/2018 Validation Pending
- [181102](#) PX8 Application for approval of details reserved by condition. (161899Appeal ref APP/A1530/W/16/3159557 allowed) 2- Thrift Cottages, Straight Road, Boxted CO4 5RA Rural North 26/04/2018 Validation Pending
- [181131](#) MLB Retrospective application to regularize alterations including removal of one internal wall, reconstruction of attached building, and reconstruction of len-to garage addition. Pond House, Church Road, Boxted Colchester CO4 5TQ Rural North 30/04/2018 Validation Pending

## Decided

[180466](#) F08 Proposed wet room. Mill House, Straight Road, Boxted Colchester CO4 5QZ Rural North 16/04/2018 23/04/2018 Approve Conditional

[180705](#) F08 Single storey rear extension 30A Straight Road, Boxted Colchester CO4 5HN Rural North 20/04/2018 16/05/2018 Approve Conditional

[180610](#) F08 Erection of cart lodge building. 12 Accommodation Road, Boxted Colchester CO4 5HP Rural North 19/04/2018 01/05/2018 Approve Conditional

### **18/046 To review and approve the following Boxted Parish Council Policies:**

- Financial Regulations (revised)
- Standing Orders (revised)
- Freedom of Information
- Complaints Procedure
- Retention of Records
- Co-option of councillors policy
- Website Policy
- Persistent and Vexatious Complaints
- Equal Opportunities Policy
- Audit for On Line Banking (revised)

### **18/047 To review and approve the following Boxted Parish Council Staffing Policies:**

- Grievance Policy
- Disciplinary Procedure

### **18/048 King George Field – play area and equipment**

- 18/48.1 To receive the play area and equipment report and decide any work or expenditure (Cllr Collitt).
- 18/48.2 To report on the standard of grasscutting and consider any action regarding the grasscutting contract.
- 18/48.3 To consider the quote for repairing the garage door locks (see attachment).
- 18/48.4 To note the decision to make safe a split tree branch.

### **18/049 Community Hub**

- 18/049.1 To report on the current position of the lease renewal for the Community Hub.
- 18/049.2 To report on the current position on quotations for the Community Hub roof repair project.
- 18/049.3 To report any progress on applying for funding to CBC for a community access project.
- 18/049.4 To consider purchasing some second hand chairs for the Community Hub so that the current chairs can be returned to the Village Hall.

### **18/050 Village Hall**

To receive a verbal report from the Village Hall Management Meeting held on 5th June 2018.

### **18/051 Remembrance Commemorations**

To consider planning any Remembrance Commemorations.

### **18/052 Boxted Parish Ranger Group.**

To consider creating the Boxted Ranger Group with the remit of maintaining Boxted's public footpaths and bridleways, negotiating with farmers to abide by current laws, look into creating

a Boxted trail for tourists and locals, look into creating new footpaths or upgrading to bridleways.

**18/053 Parish Council Audit**

- 18/053.1 To consider the effectiveness of the system of internal control. And to approve the Annual Governance Statement.
- 18/053.2 To consider the Annual Internal Audit Report of Accounts Year Ended 31 March 2018.
- 18/053.3 To consider the Accounting Statements (Section 2 of the Annual Return) and To approve the accounting Statements, by resolution, and ensure the Accounting Statements are signed and dated by the Council Chair.
- 18/053.4 To decide the dates for the exercise of Public Rights of Inspection commencing between 4<sup>th</sup> June 2018 and 2<sup>nd</sup> July 2018 and running for a period of 30 working days. And to publish a notice of the Public Right of Inspection at least 1 working day before the period of inspection on the Council website along with the 'Council Accounts: A Summary of Your Rights'.

**18/054 Parish Council Finance**

- 18/54.1 To receive report on Parish Council financial statement as at the 31 May 2018 (see attachment).
- 18/54.2 To consider the purchase of a defibrillator cabinet.
- 18/54.3 To approve the bills for payment for Parish Council and Sports and Social Club –Cheques/Bacs payments (see Attachment).
- 18/54.3 To note the hiring increase of 5% to the sports clubs hiring the Community Building as documented in January 2018 Parish Council meeting minutes was implemented in March 2018

**18/055 Meeting Closure & Date of Next Meeting**

Monday 11<sup>th</sup> July 2018.