

BOXTED PARISH COUNCIL
PARISH COUNCIL MEETING
NOVEMBER 2017

The Minutes of the Meeting held on Wednesday 8th November 2017 at Boxted Village Hall, Cage Lane, Boxted Colchester, commencing at 7.00pm

		<u>Present</u>
Chairman:	Councillor Mrs C Damen	Yes
Vice Chairman:	Councillor Mrs L Carpenter	Yes
Councillors:		
	Councillor G Pugh	Yes
	Councillor Mrs A McLauchlan	Yes
	Councillor M Parratt	No
	Councillor J Collitt	Yes
	Councillor Mrs V Banwell	No
	Councillor W Petersen	Yes
Staff:	Clerk to the Council Denise Humphris	Yes

Chairman of EALC John Gilliross, Essex County Councillor Anne Brown and Colchester Borough Councillor Nigel Chapman and six members of the public.

The Clerk advised that she was recording the meeting.

089/17 **APOLOGIES FOR ABSENCE: RESOLVED:** to accept apologies from Councillor Mrs V Banwell.

090/17 **DECLARATIONS OF INTEREST** None

091/17 **THE MINUTES OF THE MEETING HELD ON WEDNESDAY 11th October 2017**
RESOLVED: to approve the minutes (previously circulated) as a true record for signature by the Chairman.

092/17 **RAINBOW RANGERS**
Tracey Doolin who runs Rainbow Rangers after school club from the Boxted Community Hub,. She advised that numbers were increasing and she now has a level 3 NVQ apprentice. The numbers are constrained by the size of the Hub and 18 children is the maximum that can be accommodated and she does currently have a waiting list. Mrs Doolin gave some updates about the success of the Forest School and the Hedgehog House and Insect hotel and asked for permission to plant some trees in the area behind the play equipment 2 x cherry trees, 2 x Rowan trees and 2 x Silver Birch. It was agreed that this could go ahead and Mrs Doolin should consult with our Handyman as to where these could go.

093/17 **BOROUGH AND COUNTY COUNCIL REPORTS**

Colchester Borough Councillor Nigel Chapman spoke about the proposed Northern Gateway Sports Hub and particularly about potential traffic issues relating to access from the North. County Councillor Brown advised she would be talking to Highways about this matter and further concerns were raised about the safety of cyclists and horse riders travelling to and from the facility. It was agreed that Councillor Chapman could invite Lois Bowser from Colchester Borough Council to a future meeting to talk about the proposals.

094/17 **PUBLIC PARTICIPATION**

John Gilliross advised that our recent grant bid to Essex County Council CIF for funding for the Community Hub roof had been successful. He was not certain of the total amount awarded and advised that we would be receiving confirmation shortly. He made a formal presentation of a certificate from EALC in recognition of Boxted's successful completion of the Neighbourhood Plan. A member of the public expressed concern about parking on grass verges around the Village and particularly a new resident at White Arch Place who consistently parks on the verge outside causing damage to the grass. Colchester Borough Councillor Chapman advised that this was Essex County Council land and County Councillor Anne Brown asked for photographs to be sent to her so she could investigate further. A query was raised about parking spaces off Cook's Cottages which are unused and could be used. It was believed that the land belongs to Colchester Borough Council and Councillor Chapman advised he would investigate this.

095/17 **CLERK'S REPORT** Nothing reported.

096/17 **PLANNING**

Members considered the following planning application submitted to Colchester Borough Council and **RESOLVED:** to comment as follows: NONE RECEIVED

097/17 **ADOPT A TELEPHONE KIOSK**

Further to minute no. 083/17, the Clerk advised that the Council should have a 'use and maintenance plan' in place particularly in terms of potential future costs. However, even without this plan it was **RESOLVED:** to authorise the payment of £1 to adopt the village telephone kiosk and Councillor Collitt volunteered to look after the box and keep it clean and maintained.

098/17 **COMMUNITY HUB**

- a) New Front door **RESOLVED:** to approve the cheapest of the three quotes at £960 +VAT.
- b) Sports Clubs request for keys **RESOLVED:** that the sports clubs would not be issued with keys to the building. This could be reviewed again at a later date.

099/17 **BRITISH LEGION – OLD COMMUNITY HUB CHAIRS**

RESOLVED: to approve the donation of 30 old chairs (destined for the skip) from the Hub to the Boxted British Legion.

100/17 **St. PETER'S PRIMARY SCHOOL - CHRISTMAS FAYRE PARKING REQUEST**

RESOLVED: to approve use of the Village Hall and overflow Car Park for this event.

101/17 **VILLAGE HALL COMMITTEE**

Deferred for further advice from RCCE

102/17 **FINANCIAL AND ACCOUNTING**

a) Financial Report 1st April – 1st October 2017

The Clerk reported bank balances as follows:

Current Account £34243.75

Reserve account £0

Community Hub £3018.41

Which includes second half year precept and support grant of £22547.50

b) Payment of invoices – RESOLVED: to approve the payment of invoices as per attached Appendix 'a' for (£4240.43)

103/17 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: to exclude the press and public from the following agenda items due to the possibility that confidential information could be disclosed.

104/17 **COMMUNITY HUB – tenancy and financial reviews.**

Concerns were raised about the operation of the Hub and particularly the fact that there still seemed to be limited advertising and no definite opening times. The Clerk was asked to discuss these matters with the tenants and report back and to advise that moving forwards if the lease is to be renewed at the end of the year then some core opening and closing times will be required. The Clerk was also instructed to obtain copies of all current risk assessments undertaken by the tenants.

105/17 **PERSONNEL MATTERS**

a) Noted: Resignation of the Assistant to the Clerk to the Council

b) Some talk ensued about finding a replacement but no decision was reached following discussions about the right number of hours for the post. Meanwhile essential tasks will be picked up by the Clerk.

106/17 **TIME AND DATE OF NEXT MEETING**

The next meeting will be Wednesday 10th January 2018 at Boxted Village Hall Cage Lane Boxted.

APPENDIX 'A' BOXTED PARISH COUNCIL

Inland Revenue	1502.87		1502.87	PAYE TO 30/10
Staff Costs	2770.44		2770.44	Staff costs
D Marvan	528	88	440	Grasscutting
				Charles Arnold Baker law
EALC	60		60	book
Pestforce	140		140	Pest Control Aug & Oct
Future electrical	643.2	107.2	536	Electrical works
Accent Stationers	70.09	9.08	61.01	Stationery and Stamps
				Mileage Claim Planning
Mrs V Banwell	28.8		28.8	Training

CHAIRMAN SIGNATURE

