

BOXFORD PARISH COUNCIL

12 Doughton Road, Kelvedon, Colchester CO5 9RR
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AGENDA and SUMMONS

for the **MEETING** of the **PARISH COUNCIL**

To be held on Tuesday 23rd July 2024 at 7.00 p.m at Boxford Village Hall

Public Participation: -

Please email the Clerk for a link if you would like to access the meeting via Zoom. Any requests should be received by 1.00 p.m. on the day of the meeting.

Detailed Minutes will be available as usual.

1. Apologies and report of Councillor and Clerk Resignations
2. Declarations of Interest by Councillors
3. Minutes of 18th June 2024
4. Matters Arising from the Minutes
5. Questions from the Public and Review of items raised
6. District Council Report
7. County Council Report
8. Terms of Reference for Volunteer Group and Projects: -
 - a) The Old Gaol and railings alongside
 - b) Purchase of dark green and black paint
 - c) Other projects
9. Maintenance Plan and Contract Specification and Performance – Cllr D Warren
10. Bus Service update - Chair
11. Footpath updates including the Permissive path off Cox Hill – Cllr L Wortley and Chair
12. Finance – Bank Balances and previously agreed payments for the June period.
Consider the following items: -
 - a) Internal Audit actions and compliance timetable
 - b) Box River News Contributions - circulated
 - c) Church (Public) Clock repair and maintenance - Chair
 - d) Installation costs for the croft gates and bollards – Cllr L Wortley
 - e) Sudbury CAB request for donation – circulated
 - f) Consider one-off cost to remedy poor grass cutting Ash Str/Fen Str and Gunary Close
 - g) Any other urgent Finance matters.
13. Planning – Report on Decisions from the Planning Authority.
Consider the following items: -
 - a) Report on comments issued to Tree applications on School Hill and 12 Fen Street and to application for rain garden in front of Village Hall.
 - b) Application to fell 4 conifers at 8 The Causeway.
 - c) Application for extension and other works at Cygnet Ho, Swan St.
 - d) Application for a detached bungalow in place of existing at Highview, Cox Hill.
 - e) Strategic Planning – Housing Needs Survey, Car Park and Croft projects including drainage advice.
 - f) Any other urgent planning matters
14. Cemetery and Churchyard – briefing from recent training, wildflower update, and the purchase of watering cans.
15. Environmental and Ecology - Biodiversity Statement and stag beetle pyramids.
16. Public Realms
17. Member's Reports and Clerk's Correspondence
18. Clerk Vacancy Update and Assistant Clerk role.

Debbie Hattrell - Clerk to Council