

BOXFORD PARISH COUNCIL

20 Heath Close, Polstead Heath, Colchester CO6 5BE

Tel: 01787 739317 Email: clerk@boxford-pc.gov.uk

MINUTES of the MEETING of BOXFORD PARISH COUNCIL held on Tuesday 17th December 2024 at **7.00 p.m.** in the Village Hall, Boxford.

PRESENT: Cllrs L Wortley (Chair), K Couling, D Warren, P Watt. DCllr B Hurren (from 7.30pm), Z Rumsey (Clerk), and 5 members of the public attended in person. No Video link was requested.

1. Co-option of new Councillor:

It was resolved to Co-Opt Mr Carl Lawson to the Parish Council.

2. Apologies:

H Watts

3. Declarations of Interest by Councillors:

None received.

4. Approval of Minutes of 26th November 2024:

Approved

5. Matters Arising from the Minutes:

The tender process for the maintenance program is complete and a suitable contractor has been agreed.

The matter of Goodlands Path has been ongoing; the Enforcement Team at BDC have been on contact and they will be putting a stop notice in place if the developer does not uphold to the agreed conditions.

6. Questions from the Public:

A resident wished to advise the PC of a property in Ash Street that has been raided by the Police. Cllr Wortley thanked the resident for bringing the matter to attention of the PC.

A resident reported that the PC website did not seem to be up to date, the October minutes were marked as "draft". The Clerk apologised and commented that this would be dealt with.

The matter of the Fruit Farm cages was raised in regards to what the PC intend to do as next steps. The meeting was updated that a group have privately funded legal advice and have taken first steps to Judicial Review. Cllr Wortley wished to inform the PC that she is personally involved in the matter. The Councillors advised the meeting that the PC are not directly involved at present. A resident intended to ask CCllr Finch what his plans are as Chairman of the National Landscape for Dedham Vale.

An update was given on the matter of the buses – there have been no decisions as of yet with regards to the bids. There has been additional funding agreed since the bid was submitted.

Closure of Surgery update – a member of the public updated the PC on progress with the report being prepared. A meeting has been held with the Chief Executive of the Integrated Care Board and the Deputy Director, attended by James Cartlidge MP. The board meeting has been pushed back to February, which is a positive move.

7. District Council Report:

DCllr Hurren will distribute a written report in due course. He commented on the Natural Boxford Keep the Heat project, which has been agreed to be given funding from BDC.

It was advised that there is £750 left in the locality fund. It will need to be applied for by February.

DCllr Hurren has been given assurance that the pathway at Goodlands will be started this week and a Stop Notice will be put in place if this is not done. The Enforcement Officer will be attending on Friday; the Woodland Trust have been contacted to ensure the pathway goes in the correct place. Cllr Warren asked why it has taken so long for the matter to be resolved when conditions were put in place. DCllr Hurren replied that Enforcement have been in contact with the developers and matter is being dealt with accordingly.

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The management of the care home in Brook Hall Road has sought further advice regarding the possibility of obtaining planning permission to improve parking in the absence of any conclusive proof of ownership of the verge.

Cllr Wortley asked for an update on the plaques. DCllr Hurren assured the meeting that they would be in place by Friday.

8. County Council Report:

None received

9. Finance – Bank Balances and previously agreed payments for the November period.

27th November 2024 Opening Bank Balances: **£115,345.70.**

Income: Interest in reserve account £127.60, interest in deposit account £156.01, £190 headstone fee, totaling **£473.61 income.**

The following pre-agreed payments paid: -

Date paid	Payee	Amount	Details
03/12	Z Rumsey	£436.80	Clerk Salary
	PKF Littlejohn	£378.00	External Audit fee
	M Crighton	£185.00	Grass cutting
17/12	E.On	£33.33	Bell House Electricity
	Sudbury Town Council	£680.30	Sudbury Wardens
	Sudbury Plants Ltd	£400.00	Christmas Tree
	Boxford Village Hall	£94.50	Hall Hire
	Mortimer Contracts	£1,914.00	Cemetery Clearance
	David Warren	£48.11	Watering Cans
	S Michlmayr	£1,105.44	Clock repair

The sum of the payments made was **£5,275.48.**

26th November 2024 Closing Bank balances:

Community Account **£33,599.04**

Deposit Account **£42,697.78**

Reserve Account **£34,247.01**

Total of **£110,543.83**

Consider the following items: -

a) Budget

b) Precept

It was resolved that the matters above would be carried forward to the next meeting as Councillors have requested a further review on the matter.

c) Any other urgent Finance matters:

Cllr Warren has requested a donation of £30 to Mary's House for the use of the meeting facilities for the volunteer group for the closure of the surgery. It was resolved to approve this request.

It was also resolved to release the funds agreed to the VH committee. At this point, a MOP raised a point that the PC previously paid for a survey on the VH for advice on works to be carried out. The VH Committee not taken on any works on the building so far so what is being done? It was resolved that Cllr Warren will liaise with the VH committee to establish what the plans are for the future maintenance of the VH and that an update will be requested in writing.

10. Planning – Report on Decisions from the Planning Authority.

Consider the following items: -

a) [DC/24/05241](#) - Hawthorns Calais Street Boxford CO10 5JA - Planning Application - Severance of garden and erection of 1no Self-Build dwelling and garage:

It was resolved to ask for an extension of time to look into the application.

b) Any other urgent planning matters:

SN/24/00453/SN – New Development at Land to the South of Daking Avenue, Boxford

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Suggested name to put forward – Primrose Walk

11. Cemetery and Churchyard

Compost bins are now in place. Cllrs Warren and Couling are due to meet with the contractor confirmed following the tender process to discuss maintenance work.

12. Environmental and Ecology

Keep the Heat project is due to take place in January.

13. Public Realms

Notice boards need some repair work / replacement. One is redundant by the Cemetery and can be removed. The board at Stone Street and Gunary Close need repairs. It is suggested that all noticeboards are fitted with a "one key fits all" system. Cllr Couling will look into repairs etc.

14. Member's Reports

The Croft – Cllr Wortley has attempted to arrange a meeting with a tree surgeon with a view to taking advice before any work is carried out to tidy up the area. So far, the suggested tree surgeon has been unavailable. Cllr Wortley will approach other tree surgeons in the New Year in order to establish the extent of the work required and the costs involved. Funding can then be sought from outside sources.

15. Clerk's Correspondence

Nothing further to report.

The chair declared the public meeting closed at 20:54.