



# BOX PARISH COUNCIL

Email: [clerk@boxparishcouncil.gov.uk](mailto:clerk@boxparishcouncil.gov.uk)  
Website: [www.boxparishcouncil.gov.uk](http://www.boxparishcouncil.gov.uk)

19<sup>th</sup> July 2024

Dear Councillor

You are summoned to attend a Meeting of the Box Parish Council to be held in the **The Pavilion, Valens Terrace, Box** on **Thursday 25<sup>th</sup> July 2024** commencing at **7.30 pm** to consider the following Agenda. Any apologies for absence should be sent to the Clerk prior to the meeting.

***Members of the public are welcome to attend the meeting***

Yours sincerely  
*M.S. Carey*  
**Clerk**

## A G E N D A

1. To receive any apologies for absence
2. Public Question Time – to receive questions from members of the public – time allowed 15 minutes
3. Chairman’s Announcements and Declaration of Interests relating to the Agenda
4. To receive the Minutes of the Annual Council Meeting held on 27<sup>th</sup> June 2024, update on issues and to consider any matters arising from these minutes
  - Climate Strategy Working Group
5. **Committees**
  - i. **Cemetery Management**: To receive the Minutes of the Meeting held on 1<sup>st</sup> July 2024

**Recommendation** that the quotation from Paul Emerson for the repairs to a section of the front boundary wall be accepted in the sum of £2740

**Recommendation** that Daniel Part be asked to inject the stump in the section of the wall providing the cost is below £500

**Recommendation** that the quotation from Andrew Perkins for the repainting of the gutters and downpipes on the Chapel be accepted in the sum of £840
  - ii. **Planning & Conservation**: To receive the Minutes of the Meetings held on 27<sup>th</sup> June and 8<sup>th</sup> July 2024

**Recommendation** that a consultation meeting be held with the Parish Council on 3<sup>rd</sup> September before further discussions with the Neighbourhood Plan Team at Wiltshire Council (prior to submission and consultation for Regulation 14)
  - iii. **Buildings Management**: To receive the Minutes of the Meeting held on 8<sup>th</sup> July 2024

**Recommendation** that the quotation from Fire Alarm Consultation for remedial work to bulkheads in the sum of £659.08 + vat be accepted

**Recommendation** that the quotation from L & J Windows Ltd for the new door for the public toilets in the sum of £1458.33 + vat be accepted

**Recommendation** that EICR checks are carried out on all buildings by Greenacres Electrical Ltd (except the Chapel) at a cost of £915 + vat
  - iv. **Personnel**: To receive the Minutes of the Meeting held on 15<sup>th</sup> July 2024

**Recommendation** that the Clerk and Assistant Clerk continue to work in tandem until the end of September with the aim of working as independently as possible.
  - v. **Highways**: To receive the Minutes of the Meeting held on 22<sup>nd</sup> July 2024 and to consider any recommendations (to follow)

6. To receive any urgent correspondence

7. Items for discussion: Nil

8. Accounts: To receive any accounts for payment and statement of balances

9. Chairman's Diary, Representatives' reports and report from County Councillors

10. Items of report and future Agenda items

11. Dates of forthcoming meetings: *Playing Fields Management – 5<sup>th</sup> August; Planning & Conservation – 12<sup>th</sup> August and 29<sup>th</sup> August; Finance & Governance – 12<sup>th</sup> August; Box Hill & Rudloe Open Spaces – 19<sup>th</sup> August; Full Council- 29<sup>th</sup> August*