



BOX PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD BY 27th MARCH 2025

- 1. Present:** Councillors: T. Walton (Chair); A. Barton; R. Bean; R. Davies; D. Dorey
R. Haslett; N. Ingledew; I. Johnston; H. Parker; S. Roche; D Wright
M. Tye; B. Walton

Cllr D. Walters; Mrs Carey (Clerk) Ms H. Barbrook (Assistant Clerk)

- 2. Apologies** Cllrs R. Bolton ; D. Walters (WC)
Ms. H. Barbrook (Assistant Clerk)

The apologies were accepted.

- 3. Absent:** Cllr J. Clifford

- 4. Public Question Time:** There were six members of the public present.

Mr. K. Derby congratulated the Council on the tennis court resurfacing and asked whether there were any plans to fix and protect the surface of the basketball court . It was stated that this would be put on the Agenda for the Playing Fields Committee meeting on 7th April.

Brian Burchfield stated that part of the A4 would be resurfaced shortly

- 5. Chair's announcements and declarations of interest:** Cllr Tye declared an interest in item 5 iii on the Agenda re the quotation from GreenAcres Electrical.
Cllr Dorey declared an interest in item 4ii on the Agenda as he is a Trustee on the Rudloe Community Association.

- 6. Minutes:** The Minutes of the Council Meetings held on 27th February 2025 and the Extraordinary Council Meeting held on 12th March 2025 were agreed and signed as being a true record

- 7. Matters Arising from the Minutes:**

Climate Strategy Working Group: Cllr Hazel Parker queried the invoice from Bloom in the sum of £600 and asked what the Parish Council was getting for this. It was explained that this gives the Parish Council access to their software to calculate the carbon footprint and to produce a wide range of reports. However, it would appear that this had lost momentum and no reports were being produced. Cllr T. Walton agreed to speak to them and remind them that the Parish Council needs to see some output. It was agreed to defer payment of the invoice

Grant to Rudloe Community Association: It was agreed unanimously that the grant of £17500 should be paid on the completion of the Lease between Wiltshire Council and the Rudloe Community Association.

Discussion on the S106 monies: The Clerk had produced and circulated information relating to the S106 Agreement re the Dickens Gate development which outlined the terms and conditions of the award of the S106 monies.

Cllr Dorey reported that he had written to Wiltshire Council to ask whether the S106 money could be moved to different projects.

Cllr Bean read out a statement stating that the S106 agreement refers to facilities (plural) so felt that the developer was more than happy for the monies to be spent across multiple locations. It also stated that as there was no legal relationship between the Box Parish Council and the developer he did not see any need for the developer to agree to a variation on how the money should be spent.

The Clerk repeated the differences between the S106 monies and CIL money and how both could be used.

Cllr Davies read a statement and felt that the S106 money could be used for any building within the vicinity of the development.

The Chair reminded Councillors that following the decision made by the previous Council to allow the S106 money to be allocated to the Pavilion, a Fund for Rudloe had been set up to compensate for this. The fund currently stands at £17000 with a further £5000 added from the 2025-26 budget. The £17500 grant had been allocated out of this. This money has no restrictions on how it can be used and technically frees up the ties from the S106 money.

Best Kept Village Competition 2025: Cllr Parker had drawn up a draft report which had been circulated to Councillors for their comments. She had asked Wiltshire Council for a way to improve the map.

8. Committees:

- i. **Cemetery Management** The Minutes of the Meeting held on 3rd March 2025 were submitted and agreed.

It was **resolved** unanimously that the Contract for the maintenance of the Cemetery with J.H. Jones & Sons be renewed from 1st April 2025 in the sum of £8873.28 + vat

- ii. **Planning & Conservation** : The Minutes of the Meetings held on 27th February and 10th March 2025 were submitted and agreed.

Resolved unanimously that the Parish Council adopts the Neighbourhood Plan Pre-Application Protocol as agreed with the Planning & Conservation Committee and the Steering Group

Neighbourhood Plan: The Report to the Parish Council together with the draft Neighbourhood Plan had been circulated to all Councillors.

Martyn Thomas spoke about the Neighbourhood Plan and the two sets of Appendices. He agreed that there was some repetition in parts of the Plan but some may be edited. The Plan would also be supported by Part B which focuses on the Design & Character and what makes Box special and why people want to live here.

There had been interaction with the Planning Committee on the Pre-Application Protocol and the Committee's comments had been taken on board. The Steering Group were now asking for the Draft Plan and the Pre-Application Protocol to be

agreed by the Full Council. If this was agreed the next steps would be for the Plan to be submitted to Wiltshire Council for informal technical screening assessment and the Parish Council's consultants were confident that this would be successful but the Wiltshire Council needs to see the endorsement from the Parish Council.

Wiltshire Council are at the forefront with Neighbourhood Plans but they may not want to commit resources if the Parish Council was not in full agreement. Mr Thomas felt that it would be helpful to have the Plan approved by the current Council before the local elections and any changes. He stated that Planning was very topical at the moment with the NPP Framework revised at the end of last year. There is a Business Growth Agenda and a move towards net zero and the Neighbourhood Plan was very important. He did not believe that there were any gaps in the policies

The Neighbourhood Plan was extremely important in the planning process and the Parish Council could refer to the Plan in its comments re planning applications prior to its formal adoption. It would have an important role in the advocacy of the Parish Council and must become a working document.

The Parish Council was reminded that it would need to commit funds re the consultation in the next stages of the process.

Thanks were given to Martyn Thomas and the members of the Steering Group for their extremely hard work and to the consultants who had helped with the process.

It was **resolved** by 12 votes in favour and 1 abstention that the Parish Council formally agrees the draft Plan subject to any further amendments.

Resolved unanimously that the Parish Council accepts the recommendation that PhoenixC4 carries out the work to the War Memorial in the sum of £700 for the steps and £540 for the work to the wall and to accept their offer to pay for the future annual upkeep.

- iii. **Buildings Management**: The Minutes of the Meetings held on 10th March 2025 were submitted and agreed

Resolved unanimously that the quotation from D.J. Mathias for the installation of a mains operated motion sensor tap in the disabled toilet in the sum of £525 + vat be accepted

Resolved by 12 votes in favour and one abstention that the quotation from GreenAcres Electrical for the connection of the tap in the sum of £345 + vat be accepted.

- iv **Highways**: The Minutes of the Meeting held on 17th March 2025 were submitted and agreed.

Resolved unanimously that the suggested TRO for waiting restrictions on the A4 Ashley by Budgens be included with the other Orders

Resolved unanimously that three signs for the Car Parks be purchased from Mirage Signs in the sum of £55 each

Resolved unanimously that a Highways Improvement request form be submitted to LHFIFG enquiring about the policy for 20 mph speed limits and to request that consideration be given to reducing speeds on residential roads in Box and Rudloe to 20 mph

- v. **Personnel:** The minutes of the Meeting held on 24th March 2025 were submitted and agreed

Resolved unanimously that an order is placed with Englebert Strauss for clothing for the members of staff, which should be under £500, using the Parish Council's logo at a cost of £89.90 for set up costs and thereafter £8.35 per item

Personnel Training and Safeguarding Training to be arranged for all Councillors after the Council elections.

It was suggested that there could be an informal meeting with old and newly elected Councillors

9. Items for discussion

Bowling Green Maintenance Contract: It was **resolved** by 12 votes in favour and one abstention that the Annual Maintenance Contract for the Bowling Green with Avon Sportsground Maintenance Company be agreed in the sum of £6962 + vat from 1st April 2025

Arrangements for the Annual Parish Meeting – 22nd April 2025: Councillors were reminded that the Annual Parish Meeting will be held in the Pavilion on 22nd April. The Clerk will invite the user groups and the Neighbourhood Plan steering group to have a display.

10. To receive any urgent correspondence:

Kingsdown Golf Club – Application for Temporary Traffic Regulation Order re proposed works to trees. Information had been circulated to Councillors. The Parish Council was concerned about the lack of notice of the work which had already started and expressed displeasure on the environmental impact that this would have by carrying out the work during the bird nesting season.

11. Finance

Additional Accounts for payment; The following additional accounts were agreed for payment

BACS

John Miller	-	4 stroke petrol 5 ltr	72.00
Great West Way	-	Ambassador Yr 2	230.40
Westcare Supply Zone	-	Printer cartridge	138.00

Debit Card

Society of Local Council Clerks	-	Membership fee	315.00
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Statement of balances

Lloyds

Current Account	£ 19378.72
High Interest account	<u>3167.15</u>
	£ 22545.87
Less payments to go out	<u>1000.40</u>
Working balance	£ 21545.47

Held on deposit in Lloyds £ 25000.00

Balance in Lloyds **£ 46545.47**

Held in **BIBS** **£ 83873.95**

Held in **Nationwide**

£ 32748.52

£ 116622.47

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

Cllr Johnston reported that he and Cllr Dorey had attended the meeting of the Corsham Walking and Cycling group

13. Items of report and future Agenda items:

- a. VE Day – 8th May: Cllr Bean reported on the arrangements for the VE Day celebrations which will included Tea Party and the reading of a Declaration.
- b. It was reported that the Cricket Club had been using the roller at 7am. Playing Fields Committee to discuss
- c. Cllr Parker reported there will be a Wild Waters meeting on 7th June. It was reported that the inside of two bus shelters will be painted with a River Scene.
- d. There will be an inaugural tennis match on the 1st April on the newly renovated court.
- e. It was reported that there is extensive dog fouling in the Market Place

Meeting closed at 8.50 pm

Chair