



BOX PARISH COUNCIL

Email: clerk@boxparishcouncil.gov.uk

Website: www.boxparishcouncil.gov.uk

19th September 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 26th September 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 Council Meeting held on 29th August 2024, update on issues and to consider any matters arising from these minutes
 - Climate Strategy Working Group – update
 - Vacancy on Parish Council
5. **Committees**
 - i. **Cemetery Management:** To receive the Minutes of the Meeting held on 5th Aug 2024
 - **Recommendation** that quotation from Tree Parts Ltd in the sum of £795 + vat for the remedial work to the adjacent Cherry tree and the secondary low bough of the Beech tree be accepted
 - **Recommendation** that at the present time only the work to Tree 4 located adjacent to the Lodge in the report received from Tree Parts Ltd re Haloing of Yew Trees should be carried out at a cost of £480 + vat
 - **Recommendation** that the quotation from Janes Long for repairs to five headstones at a cost of £640 + vat be accepted
 - ii. **Planning & Conservation:** To receive the Minutes of the Meetings held on 29th August 2024 and 9th September 2024
 - iii. **Buildings Management :** To receive the Minutes of the Meeting held on 9th September 2024
 - **Recommendation** that the quotations from Greenacres Electrical for remedial work at the Parish Council Offices, Pavilion and Chapel following the EICR checks in the sum of £865 + vat be accepted.
 - **Recommendation** that the quotation from Greenacres Electrical for remedial work at the Jubilee Youth Centre following the EICR check in the sum of £710 + vat be accepted and not to seek recompense for the work
 - **Recommendation** that the revised Terms of Reference for the Pavilion Working Group for Phase 2 be accepted
 - **Recommendation** that the quotation from L and J Windows for the replacement door to the public toilets in the sum of £1750 be accepted
 - **Recommendation** that the Parish Council standardise when the Public Toilets are open – that the disabled toilet is open 24/7 and the Gents and Ladies are open in weekday office hours only
 - iv. **Highways:** To receive the Minutes of the Meeting held on 16th September 2024
 - **Recommendation** that the Parish Council purchases a further SID for use within the Parish. This is already budgeted for and the order, if agreed, will be placed before the end of October 2024

- **Recommendation** that the Parish Council does **not** endorse the Highways Engineer re position and extent of parking restrictions on Hazelbury Hill and Quarry Hill as the committee considers them excessive and ill-conceived.
 - **Recommendation** that the Parish Council asks Wiltshire Council to renew the Lease for the Market Place Car Park on the existing terms for at least a further seven years
 - **Recommendation** that the Parish Council proceeds with Horizon Parking for a trial period for enforcing no parking for more than 24 hours at the Recreation Ground Car Park, subject to more information on the wording of the signage and whether a list of exempt vehicles could be supplied
 - **Recommendation** that the Issue Sheet re the reinstatement of a bus request stop on A4 near School/Post Office be endorsed by the Parish Council and forwarded to LHFIG
 - **Recommendation** that the grant awarded from Corsham Area Board be reworded to allow the remaining funding to be used to install a Bristol Gate on FP 85 at the junction with Wormcliffe Lane/Lower Kingsdown rd
- v. **Personnel**: To receive the minutes of the Meeting held on 23rd September 2024 and to consider any recommendations

Members of the public will be excluded for any confidential items in accordance with the Public Bodies (admission to meetings) Act 1960

6. To receive any urgent correspondence
 - **Parish Council Insurance**: To discuss and agree the renewal of the Parish Council insurance wef 1st October 2024
7. **Items for discussion**:
 - **Website Accessibility**: Report on training seminar by Assistant Clerk
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 – 7th October; Planning & Conservation – 14th and 31st October; Finance & Governance – 14th October; Box Hill & Rudloe Open Spaces – 21st October; Full Council- 31st October*