



## BOX PARISH COUNCIL

### **MINUTES OF THE REMOTE COUNCIL MEETING** **HELD BY ZOOM ON 25<sup>th</sup> JUNE 2020**

- 1. Present:** Councillors: S. Parker (Chairman); N. Botterill; R. Campbell; R. Case; J.Cox  
R. Davies; D. Evans; V. Hill; M. Tye;  
B. Walton; J. Whitford; A. Woollard  
Councillor: B. Mathew  
Mrs Carey (Clerk)
- 2. Apologies:** Councillors S. Gould; D. Moore; R. Smith  
Cllr Moore had stated that he would not be joining any more remote meetings until he could leave Wales as he had no internet connection.  
The apologies were accepted
- 3. Absent:** Nil
- 4. Public Question Time:** There were no members of the public
- 5. Chairman's announcements and declarations of interest:**  
Councillors were reminded of the protocol for the remote meeting and to mute themselves when not speaking
- 7. Minutes:** The Minutes of the remote Council Meeting held on 28<sup>th</sup> May 2020 were taken as as a true record and will be signed at the first normal meeting of the Council
- 8. Matters Arising:**  
**Verges to be left uncut by Wiltshire council:** It was reported that the Parish Council would have to let Wiltshire Council know if any verges were to be left uncut. However, Wiltshire council may require the Parish Council to take this over. It was felt that the only verge that would be suitable would be the B3109. A vote was taken and it was **resolved** not to ask for any verges to be left uncut at the present time. It was be discussed again next year.
- 9. Policy & Finance Committee:** The Minutes of the meeting held on 8<sup>th</sup> May 2020 were submitted and agreed.  
  
**Work to the Lodge:** Cllr Botterill reported that the Council was losing rental income and also incurring other expenditure ie Council Tax and utility bills. A list of costs to complete the Lodge had been circulated in the sum of £2539 including £841.67 for the carpets; £746.27 for the extractor fans; £275 for the full electrical check; £85 for an Energy Performance Certificate; £50 for small repairs to the guttering and the agents set up costs. It was resolved unanimously to agree these works.  
  
Cllr Botterill and the Clerk had met with Letting Agents and it was **recommended** and agreed unanimously to proceed with Hunter French as the preferred agents.  
  
**Box PC Assist Group:** It was agreed unanimously to make a grant to the group for £129.25 to cover the cost of public insurance.  
  
**Use of land at Box Hill for allotments:** The Clerk reported that three of the people on the allotment waiting list had said that they would be interested in having an allotment here. Two more people said

that they would only be interested if there was water on site. The Clerk had spoken to Wessex Water about the possibility of having a standpipe installed but this would require a washout hydrant and the nearest one was at Barn Piece. It was agreed that this option would be too expensive to pursue and the alternative would be to provide water butts.

Cllr Case reported that there were other people interested in an allotment but they would require the area to be fenced off to prevent rabbits getting on site.

It was agreed to investigate further and obtain prices for water butts and to ask the landowner if he would consider putting in rabbit proof fencing. A final decision will be made at the end of July.

**Use of Recreation Ground for running a business:** it was agreed to draw up a Licence to allow the use of the Recreation Ground for gym lessons at a cost of £50 for six months provided the trees or goalposts were not used.

This was carried by eleven votes in favour and one abstention.

**10. Playing Fields and Pavilion Management Committee:** The Minutes of the remote meeting held on 1<sup>st</sup> June 2020 were submitted and agreed.

**Cutting of Recreation Ground – Creation of summer meadow:** An amendment to the recommendation made by the Committee was put forward as follows:

“It is **recommended** that an area in front of the hedge be left as a summer meadow and not to cut this until March next year. The remainder of the area would be cut in September”

The Clerk had circulated a copy of the Deed of Gift to Councillors for reference.

After discussion the amendment was dismissed by six votes in favour and six against with the casting vote going against the amendment.

The recommendation put forward by the Committee was discussed and a vote taken. The recommendation was dismissed by six votes in favour and six against with the casting vote going against the recommendation.

**Recommendation that the Parish Council looks at adding an extension to the Pavilion to relocate the Council Offices and Chambers:**

The wording to the recommendation was amended to:

“**Recommended** that a planning application is submitted to make an extension on the far end of the building by the Recreation Ground” This was carried by eight votes in favour, two against and two abstentions.

Legal advice re the Deed of Gift will be obtained and the Policy & Finance Committee would investigate the possibility of using the Pavilion as the Parish Council Offices.

**Additional bench on the Recreation Ground:** It was **resolved** by ten votes in favour and two against that the request for the bench be agreed provided the Parish Council agrees the standard of the seat and that it erects it.

It was agreed that the Council must in future agree the standard of any seats, trees etc donated to the parish.

**Use of tennis courts:** It was unanimously agreed to reopen the tennis courts for normal use following the national guidelines.

**11. Planning & Conservation Committee:** The Minutes of the remote meeting held on 11<sup>th</sup> and 28<sup>th</sup> May 2020 were submitted and agreed.

**Blind House:** The **recommendation** to accept the quotation from Acorn Joinery for the toilet seat and lid in the sum of £482 + vat and the manufacture of the bed slats in the sum of £275 + vat, both to be made in oak, was unanimously agreed.

**12. Personnel Committee:** The Minutes of the remote meeting held on 15<sup>th</sup> June 2020 were submitted and adopted

The **recommendation** that the Parish Council appoint a councillor who is separate from the Playing Fields and Box Hill Committees to act as liaison with the staff was carried unanimously. Cllr Hill was appointed to fill this role.

The **recommendation** that the work experience student be offered a part-time contract for July and August to work up to a maximum of 24 hours a week was carried by eleven votes in favour and one against.

**13. Annual Governance and Accountability Return for 2019/20:**

- **Annual Governance Statement:** This had been circulated and was discussed, agreed and will be signed
- **Internal Auditor's report:** This had been circulated and was agreed
- **Accounting Statement for 2019/20:** This had been circulated. It was agreed and will be signed.

**14. To receive any urgent correspondence:**

- **Flooding incidents in The Ley:** Letters received from two residents in the Ley whose gardens are being flooded from a blocked drain on Devizes Road. Wiltshire Council has been notified.
- **Oil coming out of a wall by tennis ball factory:** Letter received from a resident. This had been reported to Wiltshire Council
- **use of tennis courts for walking netball:** Request received to use the tennis courts for walking netball practice. It was agreed that in the current situation this would not be possible but the group could use the basketball court

**15. Highway matters:**

The following issues will be taken to the next meeting of CATG

- Heavy lorries using the A365 following the B&NES diversion
- Change to the speed limit on A4 following granting permission for the new mine entrance
- Alternative to the Farm Vehicles sign at Boxfields

Further issues

- It was reported that two slow signs had been painted in Mill Lane
- Letter received re a speed limit on Leafy Lane – Clerk had informed them that this is being pursued with CATG
- There was a discussion regarding residents parking their cars that park on the A4 going out of the village. However, they are legally able to park where they do as there are no restrictions.

**16. Additional Accounts for payment:** The following additional accounts were submitted and agreed

BACS		
SSE	-	Electric for Tractor shed 23.32
Westcare Supply Zone	-	Hand sanitiser/gloves, ink cartridge 126.58
Scottish Power	-	Gas and electric for the Lodge 684.66
Mirage Signs	-	Sign for BMX track 54.00
Consortium	-	Copier paper; toilet roll holders; sanitiser dispensers 237.24

Wicksteed Leisure Ltd	-	Replacement seats for swings	623.66
<u>Direct debits</u>			
Plusnet	-	Telephone Pavilion	30.98
Plusnet	-	Office	37.08
Wiltshire Council	-	NDR pavilion/rec	307.90

## **17. Statement of Balances:**

<u>Lloyds</u>	
Current Account	12445.72
High Interest account	<u>34412.04</u>
	£ 46857.76
Less payments to go out	<u>1980.78</u>
Working balance	<b>£ 44876.98</b>
Held on deposit in Lloyds	£ <u>37500.00</u>
Balance in Lloyds	<b>£ 82376.98</b>
Held in BIBS	<b>£ 81666.53</b>
Held in Nationwide	<b>£ 76327.15</b>
	<b>£ 157993.68</b>

## **18. Chairman's Diary, Representatives' reports and report from County Councillor**

Cllr Brian Mathew reported that he was looking into the flooding by the tennis ball factory and also the flooding from Devizes Road. He asked that the Parish Steward be requested to clear out these gullies.

He reported that he had been liaising with the police regarding the youngsters swimming in the By-Brook and stated that the police were patrolling regularly. It was suggested that signs should be put up warning of the possibility of Weil's Disease.

Cllr Mathews was also pursuing the issue of the wall pillar at Fairmead View that was damaged.

He had been appointed as the Chair of the Corsham Area Board and hoped that there could be a proper meeting in September

He reported that an Auto Speed Awareness Camera could be purchased for about £600. These record the number plates of speeding vehicles.

## **19. Items of Report and Future Agenda Items**

- It was reported that nitrous oxide canisters had been found on the Recreation Ground
- It was asked if there had been a certificate for the electric supply in the Tractor Shed.
- It was stated that there had been mention of asbestos on the lower part of the Recreation Ground
- It was stated that there should only be one meeting per evening
- It was agreed that a Blue Heart should be put on the tree at the Lovar Garden
- It was requested that the sign for Mill Lane be put up
- Clerk to remind Joel about the fascia board for the Bassetts bus shelter
- Bradford on Avon had drawn up a Bio-Diversity Plan
- Letter sent to Councillor re fibre broadband for Ashley to be discussed at Policy & Finance
- Cllr Whiteford announced that he would be resigning from the Council because of poor health
- Blocked Gully by the Ashley railway bridge

