



Box Parish Council

MINUTES OF A MEETING OF THE PLANNING AND CONSERVATION COMMITTEE ON 1st SEPTEMBER 2025 AT THE PARISH OFFICES

1. **Councillors Present:**

Cllr S Roche (Chair)
Cllr D Dorey
Cllr R Davies
Cllr R Duncan
Cllr T Walton

Clerk – S Vickery

2. **Apologies:** Cllr R Leach

3. **Absence:** Cllr R Haslett

4. **Public Question Time:** Nil

5. **Declarations of Interest:** Nil

6. **Previous Minutes:** The minutes of the previous Committees held on 11th and 28th August 2025 were taken as read and signed as a true record.

7. **Matters Arising:**

- a. **War Memorial.** The OSM is tasked with cutting back the shrubs in time for Remembrance Day.
- b. **Poppy project for Remembrance Day.** Planning and poppy-making is still on track.
- c. **Road sign Relocation.** Ongoing issue with a submission due to be sent to Wiltshire Highways to relocate the road signs.
- d. **The Fountain and Bind House refurbishment.** Ongoing until later in the Financial year, when funds can be allocated if available from the budget.
- e. **Information Boards.** Work is ongoing on wording and location.

8. **Enforcement issues:** There were no enforcement issues to report.

9. **Planning permissions granted/refused:** There were no new permissions granted/refused to report.

10. **To consider planning applications received:**

The erection of a single storey rear/side extension, raising of the roof above the existing rear projection, installation of a driveway, and insertion of conservation roof lights.

No objection

11. **Items for Discussion.** In terms of budget alignment, some assets currently managed by the Planning & Conservation Committee might switch to the Buildings Committee.
12. **Neighbourhood Plan.** The Chair some feedback on the BPNP that was being actioned by the Steering Group. Two members of the public had asked a question at the Full Council meeting on 28th August.
13. **Forward Plan:** Ongoing.
14. **Correspondence:** There had been no new correspondence received.
15. **Items for Report and Future Agenda:** There were no items of report.
16. **Date of Next Meeting:** Monday 13th October 2025.

The meeting ended at 7.15pm

Chair