



Box Parish Council

29th June 2026

MINUTES OF THE FULL COUNCIL – 7.30pm Thursday 25th June 2026 at Box Pavilion

Present:

Cllr T Walton (Chair)	Cllr N Ingledew
Cllr M Tye (Vice Chair)	Cllr R Leach
Cllr N Botterill (arr at 7.45pm)	Cllr S Roche
Cllr D Celerier (left at 8.40pm)	Cllr P Suchley
Cllr R Haslett	Cllr B Walton
Clerk – S Vickery	

1. **Apologies.** Apologies (and acceptance) for absence were received from Cllrs R Davies, R Duncan and I Johnston.
2. **Public Question Time.** 3 members of the public were present. Two presented cases to support their grant requests.
 - a. Forest School bid. All school clubs are designed to be free of charge. The Forest Leader is well known by quite a few schools. The programme runs for 7 weeks with approx 18 children in each session. **Resolved** for grant payment of £1,260.
 - b. Community First Responder bid. The responder area of cover and concept was explained. A full new kit costs £3,722. Corsham Town Council have provided £2k. **Resolved** for grant payment of £1,722.
3. **Declarations** of interest relating to items on the Agenda. Nil.
4. **Chair's Announcements.** Save the day – Monday 28th Sep 7.15pm at Selwyn Hall, the National Emergency Briefing Film with Unitary Councillors and the local MP.
5. **Previous Minutes.** The Minutes of the Council Meeting held on 28th May 2026 were received and signed.
6. **Committee minutes** and reports from chairs:
 - a. **Finance & Governance.** The Minutes of the Meeting on 1st June 2026 were submitted and agreed.

- i. **Resolved:** Grants and Risk Management Policy (unanimous). A maximum grant figure would be considered at the next review.
 - ii. **Resolved:** The Civility and Respect Code – a WALC initiative. Nine votes in favour with one abstention.
- b. **Buildings Management Committee.** The Minutes of the Meeting on 8th June 2026 were submitted and agreed.
 - i. **Resolved:** The First Aid Policy.
 - ii. The offer of a temporary office space at Selwyn Hall was noted.
- c. **Highways Committee.** The Minutes of the Meeting on 15th June 2026 were submitted and agreed.
 - i. **NOT resolved.** The partial re-tarmac of Valens Terrace at cost of £2k to £4k (awaiting quote) was considered too immature to be considered by the Full Council. Chair Highways was asked to resubmit with a fully costed plan.
 - ii. The ‘trial’ of offering to pay 40% for the highest priority project at Old Jockey was not agreed. The proposal was withdrawn.
- d. **Planning Committee.** The Minutes of the Meetings on 28th May and 15th June 2026 were submitted and agreed.

7. Finance Accounts.

- a. **Resolved.** The accounts for payment, statement of balances and summary of Income and Expenditure for June 2026.
- b. **Resolved.** The *finalised* accounts for May 2026.

8. Policies.

- a. Safeguarding Policy. **Resolved** for approval.

9. Items of Discussion:

- a. Councillor training. New councillors were encouraged to attend safeguarding and WALC Fundamentals training; bookings via the Clerk.
- b. New website development. The website will now be developed as previously agreed.

10. **Items of Correspondence:** Chair Buildings and the Clerk updated on the boiler / heating issue at the Pavilion.

11. **Representative Reports.** Chair's Diary, Representatives' reports and report from County Councillors:

- a. The Local Plan re-submission was agreed by the Cabinet. It will ready for 2029. There was a question on the probable revised housing target.
- b. Natural England have submitted a holding objection to the Hazelbury Manor application, pending further details and discussions between NE & the applicant.
- c. The Boxfields interpretation board would be discussed at the Open Spaces Committee.
- d. The WOMAD traffic plan has been seen by the Unitary Councillor.

12. **Future Agenda Items and General Reports.** Items of report and future Agenda items.

- a. WALC Traffic safety seminar on 17th July.
- b. Chains for the War Memorial – a new company was proposed.
- c. CPRE. Box have not made it to the final round of judging.
- d. There is a Hazlebury Common walk, Mon 29th June 2pm.

13. **Dates of forthcoming meetings:**

Personnel	6 th July
Open Spaces and Planning	20 th July
Planning & Full Council	30 th July

14. **Date of next meeting** – as above, 7.30pm on Thursday 30th July 2026.

Signed and dated Chair.....

Finance Accounts for 25th June 2026

Accounts for Payment

Details	Totals			
Salaries	£5,755.24			
HMRC Payments April	£3,266.47			
J H Jones Cemetery Contract	£887.33			
Water2Business - Office	£107.58			
NEST	£573.66			
Feminen Hygiene Initial	£44.04			
Octopus Energy - Tractor shed	£65.66			
Octopus Energy - Chapel	£13.30			
Octopus Energy - Pavilion electric	£117.34			
Pavilion Gas	£71.96			
Octopus Energy - Office electric	£39.66			
Office Gas	£44.78			
Octopus Energy - Pavilion electric	£45.00			
Pavilion Gas	£3.28			
bOnline internet	£97.06			
Novuna (Mower)	£396.00			
Giff Gaff - Grounds Tablet	£10.00			
Hills Waste	£251.44			
Lloyds Charges	£4.75			
Amazon monthly subs	£8.99			
Non-domestic rates - Market Car Park	£92.20			
Non-domestic rates - Pavilion	£262.55			
Bendry Wood - Cemetery path	£236.97			
McVeigh - Marlow Gate	£322.97			
Strauss - PPE	£540.96			
Stamps & Postage	£17.86			
Wood for Path - D Colbourne	£18.71			
Grant Community Café - Methodist	£830.00			
CVW - Grant	£500.00			
Travis Perk - wood for path	£159.65			
Parish Magazine - subs	£151.00			
ICO - annual subs	£52.00			
Bigwood - Pendulum swing	£2,442.00			
Hi Tec Engraving	£36.00	Checked, verified & Certified, SJ Vickery		
Amazon - Cleaning stock	£136.87			
	£17,603.28			

Balance Sheet at 23rd June 2026

23/06/2026

Box Parish Council

11:13

Balance Sheet as at 23 June 2026

31st March 2026

31st March 2027

31st March 2026		31st March 2027	
Current Assets			
6,067	VAT Control	3,639	
7,998	Current Bank Account	21,227	
11,235	High Interest Account	69,901	
13	Working Account	13	
174	Petty Cash Account	174	
25,000	Fixed Term Deposits	25,000	
64,868	Nationwide Building Society	64,868	
87,538	BIBS	87,538	
202,892		272,359	
202,892	Total Assets	272,359	
Current Liabilities			
8,658	Accruals	0	
2,018	Receipts in Advance	0	
10,676		0	
192,216	Total Assets Less Current Liabilities	272,359	
Represented By			
42,873	General Reserves	123,016	
7,000	EMR - Personnel	7,000	
57,019	EMR - Open Spaces	57,019	
54,247	EMR - Buildings	54,247	
6,841	EMR - Planning	6,841	
16,000	EMR - Finance & Gov	16,000	
8,236	EMR - Highways	8,236	
192,216		272,359	

The above statement represents fairly the financial position of the authority as at 23 June 2026 and reflects its Income and Expenditure during the year.

Signed :
Chairman _____ Date : _____

Signed :
Responsible
Financial
Officer _____ Date : _____

Summary Income & Expenditure by Budget Heading 01/06/2026

Cost Centre Report

		Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
101	Open Spaces General						
	Income	22,169	38,639	16,470			57.4%
	Expenditure	10,338	85,934	75,596		75,596	12.0%
	Movement to/(from) Gen Reserve	<u>11,831</u>					
111	Allotments						
	Income	0	420	420			0.0%
	Expenditure	0	500	500		500	0.0%
	Movement to/(from) Gen Reserve	<u>0</u>					
201	Cemetery						
	Income	4,234	8,400	4,166			50.4%
	Expenditure	2,602	43,494	40,892		40,892	6.0%
	Movement to/(from) Gen Reserve	<u>1,632</u>					
301	Highways						
	Income	12,111	24,221	12,111			50.0%
	Expenditure	525	25,000	24,475		24,475	2.1%
	Movement to/(from) Gen Reserve	<u>11,585</u>					
401	Buildings General						
	Income	15,391	27,983	12,592			55.0%
	Expenditure	(4,463)	19,491	23,954		23,954	(22.9%)
	Net Income over Expenditure	<u>19,854</u>	<u>8,492</u>	<u>(11,362)</u>			
	plus Transfer from Reserve	0	0	0			
	less Transfer to Reserves	0	0	0			
	Movement to/(from) Gen Reserve	<u>19,854</u>	<u>8,492</u>	<u>(11,362)</u>			
411	Chapel						
	Expenditure	103	12,450	12,347		12,347	0.8%
421	Lodge						
	Income	2,372	9,360	6,989			25.3%
	Expenditure	0	7,500	7,500		7,500	0.0%
	Movement to/(from) Gen Reserve	<u>2,372</u>					
431	Pavilion						
	Income	5,139	11,132	5,993			46.2%
	Expenditure	1,785	39,488	37,703		37,703	4.5%
	Movement to/(from) Gen Reserve	<u>3,355</u>					
441	Parish Office						
	Expenditure	622	9,525	8,903		8,903	6.5%
451	Tractor Shed / Workshop						
	Expenditure	227	1,300	1,073		1,073	17.5%
501	Planning						
	Income	3,785	7,570	3,785			50.0%
	Expenditure	0	14,841	14,841		14,841	0.0%
	Net Income over Expenditure	<u>3,785</u>	<u>(7,271)</u>	<u>(11,056)</u>			
	less Transfer to Reserves	0	0	0			
	Movement to/(from) Gen Reserve	<u>3,785</u>	<u>(7,271)</u>	<u>(11,056)</u>			
601	Playing Fields - do not use						
	Expenditure	(1,500)	0	1,500		1,500	0.0%
	less Transfer to Reserves	0	0	0			
	Movement to/(from) Gen Reserve	<u>1,500</u>	<u>0</u>	<u>(1,500)</u>			
701	Finance & Governance						
	Income	19,673	40,331	20,658			48.8%
	Expenditure	17,802	51,790	33,988		33,988	34.4%
	Net Income over Expenditure	<u>1,872</u>	<u>(11,459)</u>	<u>(13,331)</u>			
	less Transfer to Reserves	0	0	0			
	Movement to/(from) Gen Reserve	<u>1,872</u>	<u>(11,459)</u>	<u>(13,331)</u>			

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Summary Income & Expenditure by Budget Heading 01/06/2026

Cost Centre Report

		Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
702 Personnel	Income	62,324	124,114	61,790			50.2%
	Expenditure	39,015	136,000	96,985		96,985	28.7%
	Net Income over Expenditure	<u>23,309</u>	<u>(11,886)</u>	<u>(35,195)</u>			
	plus Transfer from Reserve	0	0	0			
	Movement to/(from) Gen Reserve	<u>23,309</u>	<u>(11,886)</u>	<u>(35,195)</u>			
	Grand Totals:- Income	147,198	292,170	144,972			50.4%
	Expenditure	67,055	447,313	380,258	0	380,258	15.0%
	Net Income over Expenditure	<u>80,143</u>	<u>(155,143)</u>	<u>(235,286)</u>			
	plus Transfer from Reserve	0	0	0			
	less Transfer to Reserves	0	0	0			
	Movement to/(from) Gen Reserve	<u>80,143</u>	<u>(155,143)</u>	<u>(235,286)</u>			

Fin & Gov		June 26 Income and expenditure		Open Spaces	
Row Labels	Sum of F&G	Expenditure (minus VAT)		Row Labels	Sum of Open Spaces
Amazon monthly subs	£7.49			Headstones	£700.00
bOnline internet	£44.80	Fin & Gov	£1,607.90	Horse Field rental	£33.00
CVW - Grant	£500.00	Open Spaces	£4,071.66	Interments	£1,775.00
Grant Community Café	£830.00	Buildings	£906.83	Grand Total	£2,508.00
ICO - annual subs	£52.00	Highways	£91.00		
Lloyds Charges	£4.75	Personnel	£10,136.33	Buildings	
Parish Magazine - subs	£151.00	Planning	£0.00		
Stamps & Postage	£17.86	Sum	£16,813.72	Row Labels	Sum of Buildings
Grand Total	£1,607.90			HF Lettings - Lodge	£790.50
				Pavilion hire	£4,630.00 (Bowls rent)
Open Spaces				Pilates	£30.00
				Yoga	£144.00
Row Labels	Sum of Open Spaces	Income		Grand Total	£5,594.50
Bendry Wood - Cemete	£236.97				
Bigwood - Pendulum sv	£2,035.00	Fin & Gov	£0.00		
Giff Gaff - Grounds Tak	£10.00	Open Spaces	£2,508.00		
Hi Tec Engraving	£36.00	Buildings	£5,594.50		
Hills Waste	£209.53	Highways	£0.00		
J H Jones Cemetery Co	£739.44	Personnel	£0.00		
McVeigh - Marlow Gat	£322.97	Planning	£0.00		
Novuna (Mower)	£330.00	Sum	£8,102.50		
Travis Perk - wood for	£133.04				
Wood for Path - D Colt	£18.71				
Grand Total	£4,071.66				
Buildings					
Row Labels	Sum of Buildings				
Amazon - Cleaning stor	£136.87				
bOnline internet	£36.08				
Femenin Hygiene Initia	£36.70				
Non-domestic rates - P	£247.00				
Octopus Energy - Chap	£12.67				
Octopus Energy - Offici	£39.66				
Octopus Energy - Pavili	£111.47				
Octopus Energy - Tract	£65.66				
Office Gas	£44.78				
Pavilion Gas	£68.36				
Water2Business - Offic	£107.58				
Grand Total	£906.83				
Highways					
Row Labels	Sum of Highways				
Non-domestic rates - N	£91.00				
Grand Total	£91.00				
Personnel					
Row Labels	Sum of Pers				
HMRC Payments April	£3,266.47				
NEST	£573.66				
Salaries	£5,755.24				
Strauss - PPE	£540.96				
Grand Total	£10,136.33				