



BOX PARISH COUNCIL

MINUTES OF A MEETING OF THE FULL COUNCIL HELD ON 31st JULY 2025

1. Present: Councillors: T.Walton (Chair) M. Tye (Vice Chair); R. Davies; R. Duncan; R. Haslett; N.Ingledew I. Johnston, R. Leach, S. Roche and B. Walton. Wiltshire Cllr P. Wragg
Mrs M.Carey (Clerk); Mr S.Vickery (Clerk)

2. Apologies: Cllr D. Dorey, H. Parker and Wiltshire Cllr P.Chamberlain

3. Absence: Nil

4. Public Question Time:

There was one member of public in attendance who asked about speed restrictions on the A4 between Rudloe and Corsham. Councillors agreed that this was an issue and the Highways Committee will give further consideration to the request.

5. Declarations of Interest: Nil

6. Minutes: The Minutes of the Annual Council Meeting held on 26th June 2025 were taken as read and signed as a true record.

7. Matters / Actions arising from the Minutes. Nil or on this agenda.

The Chair announced the deaths of two parishioners one of whom had served with the Council.

8. Committees

a. Cemetery: The Minutes of the Meeting held on 7th July 2025 were submitted and agreed.

- i. It was **resolved** unanimously to accept the quotation for work to trim the Yew trees for the sum of £1,640.
- ii. It was **resolved** by eight votes in favour and two against to move the Book of Remembrance and cabinet from the Chapel to the Parish Offices.
- iii. It was **resolved** unanimously to accept the stonemason quote from P Emerson to repair the trefoils at £1,800.

b. Planning & Conservation: The Minutes of the Meetings held on 26th June and 14th July 2025 were submitted and agreed.

- i. It was **resolved** unanimously accept the P Emerson stonemason quote to repair the Viewing Platform (damaged stones and copings) to the total sum of £2,700.

c. Personnel: The Minutes of the Meeting held on 14th July 2025 were submitted and agreed.

- i. The recommendation that all councillors move to a parish laptop was not resolved; it was agreed to form an IT Modernisation Working Group to investigate improvements to IT access, digital storage and communication. The Working Group would comprise Cllrs Ingledew, Duncan, B. Walton and the Clerk and report to the Personnel Committee in due course.

d. Highways: The Minutes of the Meeting held on 21st July 2025 were submitted and agreed.

- i. It was **resolved** unanimously to accept the cost of £168 as the 25% contribution to the new signage for the Wadswick Country Store on the B3109. The Chair observed that it was frustrating not being able to view the sign prior to erection.
- ii. It was **resolved** unanimously to accept the quotation from John Beazer Ltd for Valens Terrace lighting for the sum of £1836.40 + vat which had included an increase of £51.40 to provide more robust and vandal-proof version of the lights
- iii. It was **resolved** unanimously that the Highways Improvement Request Forms from Christine Jones (reinstatement of white lines at Leafy Lane); Peter Wragg (new signage at Lents Green and Lower Wadswick); Ottavia Mazzon/Alan Payne (use of short cut from A365 up to the Kingsdown Road) and Richard Davies (installation of dropped kerb in Broadwood Avenue) were agreed and forwarded to LHFIFG

e. Buildings Management Committee: The Minutes of the Meeting held on 28th July 2025 were submitted and agreed.

- i. An amendment to the recommendation to add the condition survey of the Parish Office at £700 + vat was resolved by eight votes in favour and two abstentions
- ii. The original recommendation to the spend of Phase 1, a Pavilion Partial Measured Survey at £900+ VAT and a Pavilion feasibility study at £850+ VAT with CAD drawing £30+VAT and to consider a Phase 2 for the next FY (Parish office measured survey, feasibility study of office and pre-application) at a total £1780 + vat was defeated by eight votes against and two abstentions
- iii. It was agreed that the Buildings WG would reconvene once the architect's surveys results have been received. Cllr Ingledew wished to thanks his colleagues on the Buildings Working Group.

9. Items for discussion:

- a. **Neighbourhood Plan (NP)** – Cllr Roche updated on the NP and the task of working towards the Regulation 14 consultation.
- b. **Follow-up to Strategy** evening Part 1. The Chair explained the need to consider the new Committee structure with the various budget implications. It was agreed to have a follow-up evening on Thursday 4th September at 7pm in the Pavilion.
- c. **Grant Applications**. There was a discussion on whether sufficient advertising had been done to allow a fair process of adjudicating Council grants to Parish organisations. It was decided to re-advertise the opportunity to apply for a grant in August and September with any applications to be considered at the Fin & Gov

Committee on 13 October 2025. As two requests had already been received, the Fin & Gov Committee on 11th August would make a recommendation. The two grants were:

- i. Corsham Windband – an application for a grant of £1000 to provide more teachers and to purchase more musical instruments.
- ii. Heritage Trail Projects – an application for a grant of up to £500 towards the republication of the Heritage Trail Leaflets.

10. To receive any urgent correspondence.

- i. Letter re accident in the play area – Cllr B Walton explained that the playground accident and subsequent action would be addressed at the Playing Fields Committee on 4th August 2025.
- ii. The Council employees Pay Award for 2025-26 – 3.2% backdated to 1st April 2025 was **resolved** unanimously
- iii. The Chair asked fellow councillors to consider attending the annual WALC conference on 10th September at Trowbridge.
- iv. It was **resolved** by nine votes in favour and one abstention to paint the GWR bench at Quarry Hill after an offer of labour by from Varian Tye; the colours would be the traditional chocolate and cream.

11. Accounts:

a. **To receive any additional accounts for payment**

The following additional accounts were **resolved** for payment. The Statement of Balances is also reported.

ACCOUNTS PAID – JULY 2025ChequesBACS

Salaries	-		8234.50
HM Revenue & Customs	-	PAYE	2740.4
Avon Sportsground Main Co	-	BG contract	696.20
		Materials	92.40
			788.60
J.H. Jones & Son	-	Cemetery Contract (inc VAT)	887.3
Castle Water	-	Car Park	2.8
LP Property Developments	-	Allotment gate £421	
		Lodge door £127	548.0
WALC	-	Councillors training	96.0
Giraffe Engineering	-	Survey of Selwyn Hall wall	960.0
Tree Parts Ltd	-	Clearing fallen tree	576.0
Water2business	-	Rec and Pav	26.0
Wicksteed Leisure Ltd	-	Two cradle swing seats	358.0
Greenway Training Ltd	-	Spraying courses and assessment	696.0
Westcare Supply Zone	-	Copier paper/diaries	79.6
Bond Electrical Ltd	-	Repairing light in public toilets	133.3

Direct debit

NEST	-	Pension contribution	416.3
Initial Washrooms	-	Feminine Hygiene	40.0
Hills Waste	-	Refuse collection	196.2
bOnline	-	Office and Pavilion	97.0
Novuna	-	Mowers Leasehire	396.0
Wiltshire Council	-	NDR Car Park	91.0
Wiltshire Council	-	NDR PFs & pavilion	247.0
Octopus Energy	-	Tractor shed electric	19.15
		Chapel	
		Offices Gas	
		Electric £	
Octopus Energy	-	Pavilion Electric £ 18.98	18.98
		Gas	
Lloyds Bank	-	Charges	7.48

Standing Order

Giffgaff	-	Tablet monthly plan	8.00
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Debit card

Jarvis Industries	-	Resco resin bound repair kit	126.59
Post Office	-	Stamps re NP letters	13.92
Amazon UK	-	Extension lead	13.99

STATEMENT OF BALANCES**31st JULY 2025**Lloyds

Current Account	£ 19518.96
High Interest account	£ 27122.65
	£ 46641.61
Less payments to go out	1463.29
Working balance	£ 45178.32

Held on deposit in Lloyds	£ 25000.00
Balance in Lloyds	£ 70178.32

Tennis Account	£ 10210.81
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Held in BIBS	£ 85946.99
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Held in Nationwide	£ 63854.13
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	£ 149801.12
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12. Chairman's Diary, Representatives' reports and report from County Councillors.

- a. **County Cllr.** Cllr Wragg reported on the Cabinet's intention to regenerate tourism to the County and the 'missing' sum of £5m which the incoming Cabinet had now inherited. He agreed to pursue a number of traffic speed issues. He also reported that he now has an 2-weekly meeting with Green Square Accord and would welcome issues to raise.

13. Items of report and future Agenda items.

- a. Cllr Davies reported that a sign-maker would refurbish the Burton Lane sign at a cost of £65. This was agreed.
- b. There were a number of dirty signs and overgrown vegetation on various signposts across the Parish. Parish Steward to be asked to clean the signs and remove the vegetation
- c. Some of the Rudloe Ward councillors explained their intention to attend the Wessex Water briefing on 6th August at the Dandelion Café ahead of major infrastructure work on Leafy Lane.

- d. The urgent H&S removal of a fallen tree limb on the Recreation Ground was explained by Cllr B Walton.
- e. Cllr Roche had visited the refurbishment Rudloe Community Centre and reported very positively.

14. Dates of forthcoming meetings:

- Playing Fields, 4th August
- Planning Conservation and Fin & Governance, 11th August;
- Boxhill and Rudloe Open Spaces, 18th August
- Full Council, 28th August

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Chair

The Council meeting ended at 9.05pm.