



# BOX PARISH COUNCIL

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21<sup>st</sup> November 2024

Dear Councillor

You are summoned to attend a Meeting of the Box Parish Council to be held in **The Pavilion, Valens Terrace, Box** on **Thursday 28<sup>th</sup> November 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 31<sup>st</sup> October 2024, update on issues and to consider any matters arising from the Minutes
  - Climate Strategy Working Group – update
5. **Committees**
  - i. **Cemetery Management**: To receive the Minutes of the Meeting held on 4<sup>th</sup> November 2024
  - ii. **Buildings Management**: To receive the Minutes of the Meeting held on 11<sup>th</sup> November 2024
  - iii. **Planning & Conservation**: To receive the Minutes of the Meetings held on 31<sup>st</sup> October and 11<sup>th</sup> November 2024 and report of the meeting with the Neighbourhood Plan Steering Group held on 11<sup>th</sup> November 2024
    - **Recommendation** to Full Council that the Planning & Conservation Committee endorses version1 of the Neighbourhood Plan and authorizes the Steering group to carry out further work and amendments ahead of the formal engagement with the Full Council early in the New Year
  - iv. **Highways** To receive the Minutes of the Meeting held on 18th November 2024
    - **Recommendation** that the Committee supports the Highways Improvement Request Form submitted by Mr Warren-Fisher re the health and safety issue of exiting from his property onto the B3109 and to forward this to LHFIFG
    - **Recommendation** that an Issue Sheet be submitted to LHFIFG for replacing the road name sign at Burtons Lane
    - **Recommendation** that an Issue Sheet be submitted to LHFIFG requesting the installation of a Deer Warning sign on the B3109
    - **Recommendation** that the Committee supports the Highways Improvement Request Form submitted by Mr James Reid re lack of visibility exiting from Lower Wadswick Lane onto the A365 and to forward this to LHFIFG
  - v. **Personnel**: To receive the Minutes of the Meetings held on 4<sup>th</sup> and 25<sup>th</sup> November 2024 (to follow)

**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
7. Items for discussion:
  - Discussion re the consultation to enable remote attendance and proxy voting at local authority meetings
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 – 2<sup>nd</sup> December; Finance & Governance – 9<sup>th</sup> December; Planning & Conservation – 9<sup>th</sup> December; Box Hill & Rudloe Open Spaces – 16<sup>th</sup> December; Full Council – 19<sup>th</sup> December***