

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Office open to public

Monday & Thursday

9.30 – 12.30

or by appointment

Telephone: 01225 742356

Email: mailbox@boxparish.org.uk

Website: www.boxparishcouncil.gov.uk

21st September 2023

Dear Councillor

You are summoned to attend a Meeting of the Box Parish Council to be held in the **The Pavilion, Valens Terrace, Box** on **Thursday 28th September 2023** commencing at **7.30 pm** to consider the following Agenda. Any apologies for absence should be sent to the Clerk prior to the meeting.

Yours sincerely *Members of the public are welcome to attend the meeting*

M.S. Carey
Clerk

AGENDA

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 31st August 2023, update on issues and to consider any matters arising from these minutes
 - Update re management of the churchyard at St Thomas a Becket
 - Climate Strategy Working Group – update
5. **Committees**
 - i. **Cemetery Management:** To receive the Minutes of the Meeting held on 4th September 2023

Recommendation that the work to the two Ash trees, two Silver Birch trees and a Cotoneaster be completed in the sum of £2000
 - ii **Planning & Conservation:** To receive the Minutes of the Meeting held on 31st August and 11th September 2023

Recommendation that the quotation from P.J. Emerson for work to the Blind House in the sum of £835 be accepted
 - iii **Building Management:** To receive the Minutes of the Meeting held on 11th September

Recommendation that the quotation from Mr Bond in the sum of £245 for work to the lights in the changing room be accepted

Recommendation that the Terms of Reference for the Pavilion Working Group be accepted. (copy attached)

Recommendation that the quotation from Hall Booking Online be accepted in the sum of £10 per month and the software installed.
 - iv **Personnel:** To receive the Minutes of the Meeting held on 25th September 2023 (to follow) and to consider any recommendations made.
6. To consider any applications for co-option to fill the two vacancies on the Parish Council

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7. To receive any urgent correspondence

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8. Items for discussion: Nil

9. Finance

Accounts: To receive any accounts for payment and statement of balances

10. Chairman's Diary, Representatives' reports and report from County Councillors

11. Items of report and future Agenda items

12. Dates of forthcoming meetings:

Playing Fields Management – 2nd October; Finance & Governance – 9th October;

Planning & Conservation – 9th and 26th October; Box Hill & Rudloe Open Spaces – 16th October; Highways – 23rd October

Full Council – 26th October