



BOX PARISH COUNCIL

Email: clerk@boxparishcouncil.gov.uk

Website: www.boxparishcouncil.gov.uk

22nd July 2025

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 31st July 2025** 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. Chair's Announcements and Declaration of Interests relating to the Agenda
4. To receive the Minutes of the Council Meeting held on 26th June 2025, update on issues and to consider any matters arising from the Minutes:
5. **Committees**
 - a. **Cemetery Management**: To receive the Minutes of the Meeting held on 7th July 2025.
 - i. **Recommendation** that the quotation for work to trim Yew trees in the sum of £1640 be accepted
 - ii. **Recommendation**. To move the Book of Remembrance and cabinet from the Chapel to the Parish Offices.
 - iii. **Recommendation**. To accept the stonemason quote from P Emerson to repair the trefoils at £1,800.
 - b. **Planning & Conservation**: To receive the Minutes of the Meetings held on 26th June and 14th July 2025.
 - c. **Personnel**: To receive the Minutes of the Meeting held on 14th July 2025.
 - i. **Recommendation**: To propose that all councillors move to a Parish laptop with .gov.uk email address.
 - d. **Highways**. To receive the Minutes of the Meeting held on 21st July 2025.
 - i. **Recommendation**. To accept the cost of £168 as the 25% contribution to the new signage for the Wadswick Country Store on the B3109.
 - ii. **Recommendation**: Lighting down Valens Terrace To accept the quotation from John Beazer Ltd in the sum of £1785 + vat subject to raising a question Of how vandalproof the lights are and whether a more robust version could be fitted
 - iii. **Recommendation** 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) be agreed by Full Council and forwarded to LHFIG
 - e. **Pavilion & Buildings Management**. To receive the Minutes of the Meeting held on 28th July 2025 (to follow) and to consider any recommendations made
6. **Items for discussion**:
 - **Neighbourhood Plan** – working towards Regulation 14 consultation.
 - Follow-up to Strategy evening Part 1.
 - **To consider applications for grants**:
 - i. **Corsham Windband** – application for a grant of £1000 to provide more teacher and to purchase more musical instruments
 - ii. **Heritage Trail Projects**: application for a grant of up to £500 towards the republication of the Heritage Trail Leaflets
7. **To receive any urgent correspondence**
 - i. Letter re accident in the play area
 - ii. Details of the Pay Award for 2025-26 – 3.2% backdated to 1st April 2025
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 – 4th Aug; Planning & Conservation – 11th Aug; Finance & Governance
11th Aug; Box Hill and Rudloe Open Spaces 18th Aug; Full Council – 28th Aug**