



# BOX PARISH COUNCIL

Email: [clerk@boxparishcouncil.gov.uk](mailto:clerk@boxparishcouncil.gov.uk)  
Website: [www.boxparishcouncil.gov.uk](http://www.boxparishcouncil.gov.uk)

23<sup>rd</sup> January 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 30<sup>th</sup> January 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. Chairman’s Announcements and Declaration of Interests relating to the Agenda
4. To receive the Minutes of the Council Meeting held on 19<sup>th</sup> December 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 6<sup>th</sup> January 2025  
**Recommendation** that the increase in the charges for 2025-26 be adopted
  - ii. **Planning & Conservation**: To receive the Minutes of the Meetings held on 19<sup>th</sup> December 2024 and 13<sup>th</sup> January 2025
  - iii. **Buildings Management**: To receive the Minutes of the Meeting held on 13<sup>th</sup> January 2025 and to consider any recommendations  
**Recommendation** that the quotation from UltraWarm in the sum of £680 + vat to rectify the thermostat issues be accepted  
**Recommendation** that the quotation from GreenAcres Electrical for the installation of four hand dryers in the sum of £1575 + vat be accepted
  - iv. **Highways**: To receive the Minutes of the Meeting held on 20<sup>th</sup> January 2025  
**Recommendation** that an Issue Sheet to ask the Highways Engineer for advice on how the pedestrian access to the bus shelter at Hedgesparrow Lane can be improved which would not involve pedestrians having to walk on the busy A4
  - v. **Personnel**: To receive the Minutes of the Meeting held on 23<sup>rd</sup> January 2025 (to follow) and to consider any recommendations  
**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**: Nil
8. Draft Calendar of Meetings for 2025-26
9. 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 – 3<sup>d</sup> February; Finance & Governance – 10<sup>th</sup> February; Planning & Conservation – 10<sup>th</sup> February; Box Hill & Rudloe Open Spaces – 17<sup>th</sup> February*  
*Full Council – 27<sup>th</sup> February*