

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

20th April 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 27th April 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

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 30th March 2023, update on issues and to consider any matters arising from these minutes
 - Climate Strategy Working Group – update
5. **Committees**
 - i. **Playing Fields & Pavilion Management:** To receive the Minutes of the Meeting held on 3rd April

Recommendation that the quotation for materials and fittings for the new gate be accepted in the sum of £547.10 + vat

Hills Waste Contract: To accept the revised charges of £824.98 pa (a reduction on the previous annual total of £1103.64)

- ii. **Finance & Governance:** To receive the Minutes of the Meeting held on 17th April 2023

Recommendation that the Complaints Procedure be adopted by Full Council with no changes

Recommendation that the cleaning budget allocated under Pavilion for 2023/24 be transferred to Personnel salaries to cover the cost of the new Council Cleaner which will include the cleaning of the Pavilion

Recommendation that Corinne Cox be appointed as the new Parish Council Cleaner for 5 hours a week to clean the Parish Council offices and Pavilion

Recommendation that the quotation from Complete Irrigation Systems for the contract for the maintenance of the irrigation system for the Bowling Green in the sum of £417 + vat be accepted.

- iii. **Planning & Conservation:** To receive the Minutes of the Meeting held on 30th March and 17th April 2023

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

Office open to public
Monday & Thursday
9.30 – 12.30
or by appointment

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Telephone: 01225 742356

iv. **Box Hill & Rudloe Open Spaces**: To receive the Minutes of the Meeting held on 24th April and to consider any recommendations arising from the meeting (to follow)

6. To receive any urgent correspondence

7. **Items for discussion**

Arrangements for the Annual Parish meeting – 9th May 2023

Ideas for the Box Revels stall to be run by the Parish Council

8. **Finance**

Appointment of Internal Auditor

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:

Cemetery Management – Thursday 4th May

Annual Parish Meeting – 9th May;

Planning & Conservation- 15th May;

Personnel: 22nd May;

Annual Council – 25th May