

# 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

Dear Councillor,

21<sup>st</sup> April 2022

You are summoned to attend a meeting of the Box Parish Council to be held **in the top room of The Pavilion, Valens Terrace, Box** on **Thursday 28<sup>th</sup> April 2022** commencing at **7.30 pm** to consider the following Agenda. **Any apologies for absence to be sent to the Clerk or the Chairman prior to the meeting. The meeting will be recorded for accuracy of the minutes.**

Yours sincerely,

*MS Carey*

**Margaret Carey**  
**Clerk**

## A G E N D A

1. To receive any apologies for absence
2. Public Question Time – to receive questions and petitions from members of the public. Members of the public can speak on any item relating to the Agenda or duties of the Council. Each member of the public will be allowed to speak for 3 minutes only
3. Chairman's Announcements and Declarations of Interest
4. To receive the Minutes of the Council Meetings held on 28<sup>th</sup> and 31<sup>st</sup> March 2022, update on issues raised and to consider any matters arising from these minutes
  - Climate Strategy Working Group – draft notice for Parish Magazine
  - Update on arrangements for the Annual Parish Meeting
  - Defibrillators – Suggested locations for further defibrillators
5. **Committees**  
**Policy & Finance:** To receive the Minutes of the meeting held on 11<sup>th</sup> April 2022
  - **Policies:**  
**Recommendation** that Version 2 of the Procurement Policy be adopted as the final version.
  - **Parish Council website:**  
Update on the new layout of the website  
**Recommendation** that the Code of Conduct; Data Protection Policy; Freedom of Information Policy and Publication Scheme and Complaints Procedure be added to the website**Playing Fields & Pavilion Management:** To receive the Minutes of the meeting held on 4<sup>th</sup> April 2022
  - **Recommendation** that the revised Allotment Rules be adopted
  - **Recommendation** that the quotation for the urgent work to the Silver Birch tree for Health & Safety reasons be approved.
  - **Irrigation Service Contract:** **Recommendation** that the service contract be renewed for a further year at an annual cost of £555.21 + VAT
  - **Donation to The Shed:** Discussion re a donation of £200 being made to The Shed re the gate for the Under 7s play area.**Planning & Conservation:** To receive the minutes of the meetings held on 31<sup>st</sup> March and 11<sup>th</sup> April 2022  
**Box Hill & Rudloe Open Spaces:** To receive the minutes of the meeting held on 20<sup>th</sup> April 2002 (to follow) and to consider any recommendations.
6. To receive any urgent correspondence:
7. **Finance**  
To receive any additional accounts for payment  
To receive Statement of Balances
8. Chairman's Diary, Representatives' reports and report from County Councillors
9. Items of report and future Agenda items – Cemetery Management – 9<sup>th</sup> May;  
Policy & Finance – 16<sup>th</sup> May; Planning & Conservation – 16<sup>th</sup> May Personnel – 23<sup>rd</sup> May  
Annual Parish Meeting – 10<sup>th</sup> May at Corsham Broadwood Site; Annual Council – 26<sup>th</sup> May