

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

E-mail: mailbox@boxparish.org.uk

Website address: www.boxparishcouncil.gov.uk

18th June 2020

Dear Councillor,

You are summoned to attend a meeting of the Box Parish Council to be held by Zoom on Thursday 25th June 2020 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**

Any members of the public wishing to join the meeting should email the Parish Clerk by noon on Thursday 25th June for the log in and password.

Yours sincerely,

M.S. 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 5 minutes only
3. Chairman's Announcements and Declarations of Interest
4. To receive the Minutes of the Remote Council Meeting held on 28th May 2020, update on issues raised and to consider any matters arising from these minutes
5. Committees
 - Policy & Finance: To receive the minutes of the remote meeting held on 8th June 2020
 - Lodge: To consider the quotations for the fitting of the carpets and to discuss the final work required before this can be let out. To discuss the appointment of Letting Agents
 - Box PC Assist Group: Recommendation that the Parish Council makes a grant to Box PC Assist to cover the cost of the public liability insurance
 - Use of land at Box Hill for allotments: Discussion
 - Use of Recreation Ground for running a business: Discussion
 - Playing Fields & Pavilion Management: to receive the minutes of the remote meeting held on 1st June 2020
 - Cutting of Recreation Ground: Recommendation that an area from the end of the allotments beside the Mill Lane hedge should be left as a summer meadow of about six feet as a trial period for this year. Documents from Cllr Walton had been circulated to all Councillors
 - Pavilion: Recommendation that the Parish Council looks at adding an extension to the Pavilion to relocate the Council Offices and Chambers
 - Additional bench: Recommendation that the request for a bench be agreed in principle with the exact position of the bench to be agreed by the Parish Council.
 - Planning & Conservation: To receive the minutes of the remote meetings held on 28th May 2020 and 8th June
 - Blind House: Recommendation that the quotation from Acorn Joinery for the toilet seat and lide and manufacture of bed slats be accepted
 - Personnel: To receive the minutes of the remote meeting held on 15th June 2020
 - Recommendation that the Parish Council appoint a councillor who is separate from the Playing Fields and Box Hill Committees to act as liaison with the staff.
 - Recommendation that the work experience student be offered a part-time contract for July and August to work up to a maximum of 24 hours a week.
6. Annual Governance and Accountability Return for 2019/20; To consider the Internal Auditor's report; to complete the Annual Governance Statement and to agree the Accounting Statement for 2019/20
7. To receive any urgent correspondence
8. Highways matters

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9. **Finance:**
To receive any additional accounts for payment
To receive 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:**
Cemetery management - 6th July
Policy & Finance - 13th July
Planning & Conservation - 13th July
Personnel - 13th July
Box Hill & Rudloe Open Spaces - 20th July
Full Council - 30th July