

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

24th March 2022

Dear Councillor,

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 31st March 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

AGENDA

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 Meeting held on 24th February 2022, update on issues raised and to consider any matters arising from these minutes
 - Climate Strategy Working Group – draft notice for Parish Magazine
5. **Committees**
Policy & Finance: To receive the Minutes of the meeting held on 14th March 2022
 - **Policies:**
Recommendation that the Co-option Procedure be adopted
Recommendation that the Procurement Policy be adopted
 - **Standing Orders:** **Recommendation** that the amendment to the Standing Orders to reflect the Co-option Procedure be adopted
 - **Financial Regulations:** **Recommendation** that the regulation for three quotations to be obtained for contracts over £500 be increased to contracts over £1000 be adopted
 - **Renewal of Bowling Green Contract:** **Recommendation** that the new contract be renewed at an annual cost of £6045 + VAT plus materials for the maintenance of the Bowling Green.**Cemetery Management:** To receive the Minutes of the meeting held on 7th March 2022
 - **Recommendation** that the contract for the management of the Cemetery be renewed at the annual cost of £11145.60 + vat subject to the contractors taking account of the Climate Action Strategy Plan.**Planning & Conservation:** To receive the minutes of the meetings held on 24th February and 14th March 2022
 - **Recommendation** that the quotation for the replacement bed in the Blind House from Acorn Joinery in the sum of £740 + vat be accepted.**Personnel:** To receive the report of the meeting held on 21st March 2022
 - **Recommendation** that the statutory pay award of 1.725% for 2021/22, backdated to 1st April 2021, be implemented.
6. **Items for Discussion:**
 - Nomination of Rudloe Community Centre, Leylands Road, Corsham be listed as an Asset of Community Value
 - Nomination of Rudloe Green, Leylands Road, Corsham be listed as an Asset of Community Value

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- Discussion on the format for the Annual Parish Meeting to be held on 10th May 2022
7. To receive any urgent correspondence:
 8. **Finance**
To receive any additional accounts for payment
To receive Statement of Balances
 9. Chairman's Diary, Representatives' reports and report from County Councillors
 10. Items of report and future Agenda items – Playing Fields & Pavilion Management – 4th April;
Policy & Finance – 11th April; Planning & Conservation – 11th April; Box Hill & Rudloe Open
Spaces – Thursday 21st April; Full Council: 28th April