



BOX PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD BY ON 28th MARCH 2024

- 1. Present:** Councillors: T. Walton (Chair); R. Bean; R. Davies; D. Dorey; N. Ingledew; I. Johnston; H. Parker; S. Parker; S. Roche
M. Tye; B. Walton; D. Wright
Unitary Councillors: B. Mathew; D. Walters

Mrs Carey (Clerk)

- 2. Apologies:** Cllrs A. Barton ; R. Bolton ; J. Clifford;
The apologies were accepted

- 3. Absent:** Nil

- 3. Public Question Time:** There were three members of the public present.

Mr Peter Wragg spoke about the Great West Way, of which he is a director, which is a touring route between London and Bristol that was created using a £300K Government Grant from the Discover England Fund. It follows a royal path between London and Bristol and is 500 miles of navigable route by road, rail, canal, bike and foot and provides Box with an excellent opportunity to promote the village to both national and international visitors.

He outlined the advantages of Box Parish Council becoming a Great West Way Gateway Destination Ambassador at a cost of £177 per year based on a three year commitment.

It was agreed to consider this at the next meeting of the Finance & Governance Committee and bring it back to Full Council.

Mr Kevin Derby, Chairman of the Box Bowls Club, thanked members of the Parish Council for its support. He stated that the Club was founded in 1968 and he felt that the agreed contract reduced the financial liability of the Council and gives the Bowls Club the ability to look to the future and work with the Parish Council and local organisations. He stated that the Bowls Club is open and welcome to everyone.

- 4. Chairman's announcements and declarations of interest:** There were no announcements or declarations of interest.

- 5. Minutes:** The Minutes of the Council Meeting held on 29th February 2024 were agreed and signed as being a true record with three minor amendments.

- 6. Matters Arising from the Minutes:**

Climate Strategy Working Group: Cllr H. Parker reported that she had met with a teacher from Box Primary School to discuss an Eco Project in Diversity in the Cemetery. She was waiting to hear back from Corsham Broadwood School.

She had attended a Nature Recovery Strategy Workshop at County Hall which had been attended by about 80 people and a range of representatives. They had been asked to put forward key ideas and how to achieve them.

The leaflet for the Great Big Green Week which had been discussed previously had been revised and would be published shortly.

7. Committees:

- i. **Cemetery** The Minutes of the Meeting held on 4th March 2024 were submitted and agreed.

It was **resolved** unanimously that the revised Cemetery Rules be adopted. Cllr Tye explained that the rules had not been changed but explanations had been given as to why the rules were there.

- ii. **Buildings Management**: The Minutes of the Meeting held on 11th March 2024 were submitted and agreed.

It was **resolved** unanimously that the £177.48 received from HMRC in respect of VAT refund paid by the Football Clubs should be used to buy new goalposts/nets.

To be discussed further by the Playing Fields Committee.

It was **resolved** unanimously that the remainder of the monies received from HMRC in respect of VAT refund should be refunded to the user groups as listed with the additional interest to be shared between them.

- iii. **Planning & Conservation**: The Minutes of the Meetings held on 29th February and 11th March 2024 were submitted and agreed.

- iv. **Playing Fields Management**: The Minutes of the additional Meeting held on 12th March 2024 were submitted and agreed.

It was **resolved** unanimously that the revised contract between the Parish Council and the Bowls Club for the use of the Bowling Green in the sum of £8742 per annum be accepted

It was **resolved** unanimously that the annual contract with Avon Sportsground Maintenance Company for the upkeep of the Bowling Green in the sum of £6691 per annum be accepted.

The Bowls Club will be invoiced monthly

It was **resolved** by eleven votes in favour and one against that the refund of the VAT in the sum of £3853 + interest should be repaid to the Bowls Club with the advice that they earmark this money for future unforeseen expenditure required on the Green.

Cllr Bean expressed the view that the refund of VAT should be used to cover the shortfall that had occurred during Covid when the Bowls Club had not been able to use the Green but Cllr B. Walton felt that it was now time for the Council to move forward from this.

- v. **Highways:** The Minutes of the Meeting held on 18th March 2024 were submitted and agreed.

It was **resolved** unanimously that the Council would not be submitting the issue sheet re parking on Hazelbury Hill in its current form as it was inaccurate. The Council will request the Highways Engineer visit and look at the issue of access on Hazelbury Hill and to go to the Ambulance Service for clarification.

Cllr Davies reported that he had received a further email from the Ambulance Service which contradicted the previous report.

A letter received regarding the cutting of the hedge at the bottom of Hazelbury Hill was read out

It was **resolved** unanimously that an Issue Sheet be submitted re the parking at the top of Valens Terrace as this is Wiltshire Council's land. It was agreed to suggest that double yellow lines or road markings are put to prevent parking

It was **resolved** unanimously that the Parish Council would not support or submit the Issue Sheet re pedestrian crossing near the traffic lights A365 Devizes Road

- vi. **Personnel:** The Minutes of the Meeting held on 25th March 2024 were submitted and agreed.

It was **resolved** unanimously that that the Expenses Policy be adopted

It was **resolved** unanimously that the Expenses Claim Form be adopted

It was **resolved** unanimously that the revised Leave of Absence Policy be adopted

Cllr B. Walton explained that the hours worked in the Office outlined in the Assistant Clerk's Contract had been too prescriptive and it was agreed that these be removed to allow flexibility of working.

8. Urgent Correspondence:

- a. **Red telephone box Henley Lane:** The Insurance Company had agreed the claim for the repairs to the telephone box by Unicorn Restoration in the sum of £2700. However, Unicorn Restorations have stated that it may be late summer before they are able to do the work. They had suggested preparing a replacement panel and for the Council to arrange fitting but this may exceed the amount covered by the insurance. It was agreed to ask Unicorn Restorations to carry out the work as soon as they are able.
- b. **Obstruction of stream:** Letter received regarding a grating that has been put across the stream by the School garden. As this is outside the control of the Parish Council it was agreed to suggest that the resident writes to the Environment Agency direct.
- c. **Application for funding:** Letter received from Corsham Primary School Broadwood regarding possible funding for a project to promote Emotional Well-being for children through outdoor play and learning opportunities. Clerk to forward a copy of the application form.
- d. **Woodland Wellness Centre:** Letter of introduction to the Wise Woods Project on the former Woodland Adventurers site and inviting Councillors to visit. Cllr H. Parker agreed to contact them
- e. **Heritage Open Days:** Letter regarding the Heritage Open Days and possible venues. It was agreed to discuss this further at Planning & Conservation.

- f. **Sewer Rehabilitation**: Letter from Wessex Water re proposed works to sewers on the Recreation Ground commencing 15th April
- g. **Precept**: Letter from a parishioner regarding the 11.7% rise in the precept.

9. Items for discussion:

- a. **Arrangements for the Annual Parish Meeting**: To be held at Corsham Primary School Broadwood Site on Thursday 9th May commencing at 7.30 pm It was agreed to purchase a banner flag at a cost of £164 + vat for use at the APM and Revels. It was also agreed that Councillors would have name tags/lanyards.

It was agreed to invite Stephanie Millward to take about her role as the Deputy Lord Lieutenant for Wiltshire.

There will be a timetable for the event as follows which will be displaced at the door and handed out to parishioners:

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|------|---|
| 7.30 | Start |
| | Attendees invited to look at the displays |
| 8.00 | Talk by Stephanie Millward |
| 8.15 | Question and Answer session |
| 8.45 | Finish |

- b. **Best Kept Village Competition**: Map and report to be updated. Entry to be submitted by 19th April

10. Accounts for payment: The following additional accounts were agreed for payment

| | | | |
|--------------------------|---|-------------------------------------|--------|
| <u>Cheques</u> | | | |
| C & G Taylor | - | Cutting Mill Lane Hedge | 96.00 |
| <u>BACS</u> | | | |
| Water2business | - | PFs/Pavilion | 16.37 |
| LP Property Developments | - | Painting cills and windows Pavilion | 530.00 |
| EFX Solutions | - | Reconditioned laptop | 160.00 |
| B&Q | - | Watering cans/woodstain | 34.00 |
| Norbin Landscaping Ltd | - | Topsoil and turf Rudloe Play Area | 334.80 |
| Glasdon UK | - | replacement plaque | 154.69 |
| PJ Emerson | - | Repairs to Blind House | 240.00 |
| Marcus Mitchel | - | Repairs to Blind House | 190.00 |
| Able Scaffolding Bath | - | Scaffolding for Blind House | 984.00 |
| SSE | - | Electric – Chapel final account | 18.90 |
| Amazon UK | - | SD cards | 10.99 |

11. Statement of balances

| | |
|---------------------------|--------------------------|
| <u>Lloyds</u> | |
| Current Account | £ 15171.60 |
| High Interest account | <u>6131.59</u> |
| | £ 21303.19 |
| Less payments to go out | <u>3194.46</u> |
| Working balance | £ 18108.73 |
| | |
| Held on deposit in Lloyds | £ 45000.00 |
| Balance in Lloyds | £ <u>63108.73</u> |
| | |
| Held in BIBS | £ 82203.81 |

Held in **Nationwide**

£ 56654.16

£ 138857.97

12. Chairman's Diary, Representatives' reports and report from County

Councillors:

Cllr H. Parker reported on the Area Board meeting dealing with Health & Well Being. She reported the closure of Boots in Corsham together with Box Pharmacy closing on a Saturday.

Cllr Parker agreed to follow up with Box Surgery re Social Prescribing.

Cllr Wright reported that there would be three working parties on Box Hill Common – the Box Hill Community Group would be meeting on 7th April and the Community Pay Back Team on 6th and 7th April. There would be two more days at the end of April after which Cllr Wright stated he would not be arranging any more. Thanks were given to Cllr Wright for all his hard work in the Rudloe area

Cllr Tye reported that three people had attended the recent Parish Council Surgery. She had met with James Whittleton the Technical Officer, Head of Technical Services at Corsham TC. He will be happy to advise on quotations re the play area

Unitary Councillors

Cllr B. Matthew asked about the insurance for the Flood Wardens and "Sarah Act" and he was advised that this will be discussed at the next Finance & Governance meeting.

Cllr D. Walters reported that the speed limit reduction and the 20 mph flashing lights by the school on the B3109 had been confirmed.

He had raised concerns over the Speed Limit Assessment with the Overview & Scrutiny Committee of Wiltshire Council. A task group had been set up and he hoped to see changes made to the Assessment.

He reported that he had met with three members of staff from Green Square Accord at Lacock recently and he hopes that they will look at the Rudloe Community Centre and talk about the problems with the housing.

13. Items of report and future Agenda items:

- Working Party – Lower Common 7th April
- There had been a successful Working Party on the Recreation Ground
- Cllr Walters reported that he was putting together visits to a Windfarm and Biogas Plant and trying to get Bath & West Energy to talk about schemes to benefit local communities. He will let the Councillors know the dates for this.

Meeting closed at 8.45 pm

Chair