



BOX PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD BY ON 29th FEBRUARY 2024

- 1. Present:** Councillors: T. Walton (Chair); R. Bean; 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 ; J. Clifford; R. Davies
The apologies were accepted

- 3. Absent:** Cllr R. Bolton

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

Mr Robin Dickinson raised the issue of the state of the roads on Box Hill through the Common. This will be taken to the next Highways Committee meeting.

Mr Peter Wragg thanked the Parish Council for supporting Visit Wiltshire and also thanked Cllr Hazel Parker for speaking at the Wiltshire Council meeting. Wiltshire Council agreed to still pull the funding from Visit Wiltshire but Mr Wragg stated that he had received several offers of help with funding.

- 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 25th January 2024 were agreed and signed as being a true record.

- 6. Matters Arising from the Minutes:**

Climate Strategy Working Group: Cllr H. Parker reported that the baseline audit for 2022-23 was half completed. She asked whether Cllr Walters could raise this at the Area Board Climate Strategy meeting to see if other Councils would be interested in a similar exercise.

Plans for the Great Big Green Week had been discussed focusing on how the Council was improving the environment to include the work being carried out by the Cotswold Wardens on the Common; the Bog Garden on the Recreation Ground and areas of the Cemetery. She had drafted a leaflet to go out which would also be in digital format on the website. She is speaking to both schools to get them involved.

- 7. Committees:**

- i. Personnel:** The Minutes of the Meeting held on 24th January 2024 were submitted and agreed.

It was **resolved** unanimously that as the current Clerk's role and contract was changing from 1st April 2024, the gratuity which has accrued should be paid.

- ii. **Playing Fields Management**: The Minutes of the Meeting held on 5th February 2024 were submitted and agreed.

It was **resolved** unanimously that, for Health and Safety reasons, the Groundsmen are asked to remove the Thomas the Tank Engine from the Under 7s Play Area

The **recommendation** that the agreed hiring fee of £10,000 (£6800 to cover the Greens Maintenance Contract; £600 for the irrigation system; £100 contingency and £2500 for materials) with Bowls Club, should be paid over a twelve month period at a cost of £616.66 per month plus the monthly cost of the materials used by ASMC was **deferred**.

This will be discussed further at an additional meeting of the Playing Fields Management Committee on 12th March and brought back to the next Full Council Meeting

The **recommendation** that the revised contract for the use of the Bowling Green to include these changes be accepted was also **deferred**. This will be discussed at the additional meeting on 12th March and brought back to the next Full Council meeting

The **recommendation** 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 was also deferred and will be discussed further at the additional meeting on 12th March and brought back to the next Full Council meeting.

It was **resolved** unanimously that permission be granted in principle to hold the Festival of Women's Cricket on the lower part of the Recreation Ground on 14th July and 15th September, subject to receipt of an acceptable Risk Assessment and Health and Safety procedures and subject to not clashing with the football club on 15th September

Public Toilets: There had been incidents of further vandalism in the public toilets. It was agreed to temporarily close these at night and at weekends. A notice will be put on the door and this will be discussed further at the Buildings Maintenance Committee meeting.

- iii. **Finance & Governance**: The Minutes of the meeting held on 12th February 2024 were submitted and agreed.

It was **resolved** unanimously that the Protocol for recording an apology for Councillors at Parish Council meetings be adopted.

It was **resolved** unanimously that the Protocol for dealing with challenging interactions with parishioners be adopted

It was **resolved** unanimously that the offer from T.H. White to buy back the Mule at the end of the lease hire period at a cost of £4500 be accepted. An offer to purchase the Mule for £5500 had been received and it was unanimously agreed to accept this. Thanks were given to Cllr Barton for negotiating this sale and also the sale of the ride-on mower.

It was **resolved** by ten votes in favour and one against that the issue of the insurance for the Flood Wardens should not be pursued any further by the Parish Council as it is the Council's view that it is the Wiltshire Council's responsibility

It was **resolved** unanimously that the endorsement by the Parish Council, as worded, be sent to the Community Payback Team

It was **resolved** unanimously that the proposed increase in matched funding from £200-£250 be agreed

iv. **Planning & Conservation Committee:** The Minutes of the Meeting held on 25th January and 12th February 2024 were submitted and agreed.

v. **Box Hill & Rudloe Open Spaces Committee:** The Minutes of the Meeting held on 19th February 2024 were submitted and agreed.

It was **resolved** unanimously that the quotation from Marcus Mitchell for the restoration of the retaining wall at Albion Terrace in the sum of £18,400, spread out over four phases, be accepted and that the work to the first phase at a cost of £7.2K be carried out – to be funded from the 2024-25 budget.

It was **resolved** unanimously that the request to create a turning circle on the middle Common adjacent to Albion Terrace be refused

It was **resolved** unanimously that the quotation from Tree Parts Ltd for the second phase of the work in Lacy Wood be accepted in a sum not to exceed £5,000

It was **resolved** unanimously that the designs for the Interpretation Boards to go on the lower Common and at the Orchard be accepted. The work will be carried out by idVerde

The **recommendation** that the £12,000 currently in the budget as a Fund for Rudloe be used by the Rudloe Community Association towards the start-up costs related to the reopening of the Community Centre. This money can be used for matched funding from the Area Board etc was submitted.

An **amendment**, proposed by Cllr T. Walton and seconded by Cllr M. Tye was submitted **recommending** that the £12000 would not be made available until a proposal from the Rudloe Community Association for its use had been agreed by the Full Council. This was carried unanimously.

The original recommendation was defeated unanimously.

It was **resolved** unanimously that permission is given to hold an Easter Egg hunt on the Common on Sunday 31st March

In respect of the above recommendation it was agreed unanimously that decision making of this sort be delegated to the relevant Committee unless it is timely for the Full Council to consider it.

8. Urgent Correspondence:

- a. Letter from residents of Henley Lane regarding the damage to the red telephone box and requesting that this is progressed as soon as possible.
- ii. **Sewer relining works within Box Recreation Ground:** The letter received from Wessex Water had been circulated.

- iii. SuDSPods in Box: Letter from Wessex Water stating that they were not going ahead with the free SuDSPod trial on the Recreation Ground. However, this will be pursued by Green Blue at no ongoing costs to the Parish Council. This will be discussed further at the Buildings Management Committee meeting
- iv. Wiltshire Council Highways Maintenance Programme 2024/25: The programme of highway maintenance works to be carried out over the next few years had been circulated. It was agreed that Councillor should put forward any additions to this to Cllr Wright to pass to Cllr B. Mathews as soon as possible.

9. Items for discussion:

- i. **Best Kept Village Competition**: This was discussed. A new map will be drawn up and the report will focus on the Parish Council's Climate Action Plan. The entry has to be submitted by 19th April. An article to be put in the May edition of the Parish Magazine asking the community to look at tidying up their area
- ii. **Parish Council Notice Boards**: Several Parish Councillors have notice boards for which they are responsible for putting up and taking down notices. However, it was agreed that this should just be for Parish Council information and an article will be put in the Parish Magazine asking community groups to put their own notices on the boards.

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

<u>BACS</u>			
Salaries	-		6350.31
HM Revenue & Customs	-	PAYE	2944.21
Avon Sportsground Main Co	-	BG contract	770.30
J.H. Jones & Son	-	Cemetery Contract (inc VAT)	816.50
Castle Water	-	Car Park	2.72
Bloom	-	Carbon Audit 2023 data	660.00
Westcare Supply Zone	-	Printer cartridges	138.00
Corsham Property Maintenance	-	Concrete bases for seats on Common	943.93
Wiltshire Council	-	Contributions to LHFIG	1375.00
James Long (Masons) Ltd	-	Repairs to headstones	108.00
Water2Business	-	Rec Grd and Pav	16.80
Greenway Training	-	Assessment in Chainsaw Man	360.00
John Miller	-	Materials	134.14
Box Hill Motors Ltd	-	MoT Test Mule	48.00
Cotswolds National Landscape	-	Timber etc	250.00
Off Road Electric	-	New utility vehicle and roller	38781.00
Dawson Steeplejacks	-	Annual lightning conductor check	66.00
SSE	-	Electricity – Tractor shed	533.01
		Pavilion	300.23
		Chapel	104.60
		Council Offices	447.26
<u>Direct debits</u>			
NEST	-	Pension contribution	432.21
Initial Washrooms	-	Feminine Hygiene	36.40
Hills Waste	-	Refuse collection	158.28
bOnline	-	Office	39.53
bOnline	-	Pavilion	31.73
Hitachi (Novuna)	-	Mule Leasehire	
Novuna	-	Mowers Leasehire	396.00
Fuel Card Services	-	Petrol	42.29
Wiltshire Council	-	NDR Car Park	91.00

Wiltshire Council	-	NDR PFs & pavilion	247.00
<u>Standing Order</u>			
T.H. White	-	Mule service contract	63.60
Giffgaff	-	Tablet monthly plan	8.00
<u>Debit Card</u>			
Hedges Direct Ltd	-	Hedging plants	48.19
Amazon UK	-	New calculator	34.24
TTS (Consortium)	-	Hand towels	62.30

11. Statement of balances

Lloyds

Current Account	£ 55117.06
High Interest account	<u>16092.81</u>
	£ 71209.87
Less payments to go out	<u>41064.54</u>
Working balance	£ 30145.33

Held on deposit in Lloyds	£ 45000.00
Balance in Lloyds	£ <u>75145.33</u>

Held in BIBS	£ 82203.81
Held in Nationwide	£ <u>56654.16</u>
	£ <u>138857.97</u>

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

Councillors:

Cllr Walters reported that the Rudloe Community Centre was going to be opened to allow contractors in to quote for the work required.

He stated that he was involved in a working group of the Overview and Scrutiny Committee to look into a review of speed limit assessments.

He was asked if the Broadwood School had updated their School Travel Plan. The Clerk will write to the head teacher and the chair of governors about this

Cllr Walters reported that he was writing to Green Square on a regular basis regarding the sub-standard housing at Rudloe and reported that Corsham Town Council was speaking to Green Square through their Neighbourhood Plan.

It was agreed to invite Green Square Accord to the Annual Parish Meeting

Cllr Mathew reported that there was an issue with Vine Court. There had been an agreement in place for over fifty years which was to put people aged 50 or over into Vine Court but recently younger people, who are involved in nefarious activities had been put in which was upsetting the other residents.

Cllr Mathew reported that he was taking over as Vice Chair of the Emergency Select Committee and had also been selected as the Lib Dem Parliamentary candidate for Box and Colerne for the Melksham & Devizes constituency.

Thanks were given to Cllr Mathew for communicating with the recent road works team who had been very thoughtful and co-operative with local residents during the works.

13. Items of report and future Agenda items:

- Working Party – Sunday 3rd March on the Lower Common
- Working Party - Sunday 24th March on the Recreation Ground
- Cllr Ingledew reported that he was in discussions with the Selwyn Hall Committee
- Cllr Ingledew requested that when a vote is taken in Committee, the number of votes in favour and against are recorded. If a named vote is required this must be requested before the vote is taken
- Parish Steward – Clerk to ask Cllr Mathew to follow up the provision of feed back from the Parish Steward's visits

Meeting closed at 9.02 pm

Chair