



BOX PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING **HELD BY ON 31st AUGUST 2023**

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

Mrs Carey (Clerk)

- 2. Apologies:** Cllrs J. Clifford; D. Dorey WC Brian Mathew

- 3. Public Question Time:** There were two members of the public present.
Charles Freeman updated the Council on the situation regarding the tombs in the St Thomas a Becket Churchyard. Wiltshire Council had appointed a stone mason to provide quotations for the repairs. Mr Freeman thanked the Parish Council and Cllr Mathew for help with this

Mr Derek Elliott stated that he was grateful that the issue with the grass cutting at Rudloe had been resolved. He stated that it was not viable for the Parish Steward to be asked to pick up the cut grass.

Charles Freeman raised the separate issue of the hire of the Pavilion by the Parish Magazine, waiving of the fees and a grant from the Council and was informed that this be discussed later in the meeting

- 4. Chairman's announcements and declarations of interest:** There were no announcements. Cllr Bean declared an interest regarding the formal review of the Council's contracts in light of his Freedom of Information request as a parishioner.

- 5. Minutes:** The Minutes of the Council Meeting held on 27th July 2023 were agreed and signed as being a true record.

- 6. Matters Arising from the Minutes:**

Climate Strategy Working Group: Cllr T. Walton reported that a parishioner who is the Corporate Director for Environment and Place at Oxford Council had offered to join the working party.

- 7. Committees:**

- i. Playing Fields Management Committee:** The Minutes of the Meeting held on 7th August 2023 were submitted and agreed.

Bowls Club village Competition: The Parish Council team for the event on 9th September will comprise Cllrs Sheila Parker, Tim Walton and the Clerk

A further Working Party will be held on the Recreation Ground on 17th September

- ii. **Finance & Governance Committee:** The Minutes of the Meeting held on 14th August 2023 were submitted and agreed.

It was **resolved** by ten votes in favour and one abstention that the Freedom of Information Publication Scheme be reviewed as not all contracts may meet the criteria

It was **resolved** by ten votes in favour and one abstention that the revised Policy for Writing and Sending Emails be adopted

It was **resolved** unanimously that the Terms of Reference for the Communications Working Group be adopted. It was stated that Councillors should get into the habit of using the Council website to check its accuracy.

It was **resolved** unanimous that the revised Terms of Reference for the Council and Committees be adopted subject to one minor amendment.

It was **resolved** by ten votes in favour and one abstention that the hire charge for the Box Parish Magazine to hire the Pavilion in October should still stand. The issue of a grant will be discussed at the October Council meeting

It was **resolved** unanimously that Glenys Gill be appointed as the Internal Auditor for AGAR

Renewal of Insurance Policy: It was **resolved** unanimously that the quotation for the renewal of the Insurance Policy in the sum of £6394.31 be accepted

Renewal of the Lease for the Lodge: It was agreed to delegate this to the Cemetery Management Committee

- iii. **Planning & Conservation Committee:** The Minutes of the Meeting held on 27th July and 14th August 2023 were submitted and agreed

- iv. **Personnel Committee:** The Minutes of the Meeting held on 14th August 2023 were submitted and agreed.

It was agreed to use the Society of Local Council Clerks to advertise and not Wiltshire Council.

- v. **Box Hill & Rudloe Open Spaces Committee:** The Minutes of the Meeting held on 21st August 2023 were submitted and agreed.

It was **resolved** unanimously that the report from Giraffe Engineering on the condition of the retaining wall at Albion Terrace be endorsed and that quotes are obtained from Daniel Part to clear the brash along with Joel and Chris and for a master mason be engaged to cost the necessary work

The recommendation that a Working Group comprising Parish Councillors, local residents and the Corsham Baptists be set up to look into the Parish Council taking on a back-to-back lease for the Rudloe Community Centre was withdrawn.

A stakeholder's meeting had been held and it had been agreed that the ownership of the Community Centre should rest with the newly formed Rudloe Community Association.

It was agreed to appoint Cllr Dorey as the Parish Council representative on the Trustees of the Rudloe Community Association. Any other Councillors can join as a Trustee in their own right.

- vi. **Highways Committee:** The Minutes of the Meeting held on 24th August 2023 were submitted and agreed.

B3109 Bradford Road by the School – proposed traffic regulation Order for 40 mph speed limit:

It was **resolved** by ten votes in favour and one against that the Council requests that the proposed speed limit is extended for a further 400 yards to include the pedestrian crossing and to join up with the existing 40 mph speed limit.

Kingsdown Road:

It was **resolved** unanimously that the Parish Council asks Wiltshire Council to put yellow bar markings on the existing three SLOW signs and for a horses warning sign to be erected.

Car Parks Working Group – Options paper:

It was **Resolved** unanimously that the Parish Council accepts the report and that this is should be made available for public consultation.

The Communications Working Group will take this on to look at the wider distribution. It was suggested that there should be a questionnaire for the residents to complete.

Signage on the B&NES and Wiltshire boundary A4:

It was **resolved** unanimously that this issue is raised at the next meeting of LHFIG to ask Wiltshire Council to look at the location and see if the signage can conform on either side of the boundary. More chevrons were needed on the Wiltshire side

Chapel Plaister

It was **resolved** unanimously that a further metro count be requested to see if the signage had made any reduction in the speed of vehicles. If not, the Parish Council would press for a reduction in the speed limit on this stretch of the B3109

8. Correspondence:

- a. **Request to hold a further car boot sale:** Letter received. Congratulations were given to Archie Calloway for the success of the previous car boot sale. However, it was agreed that no more sales could be held on the Recreation Ground during the football season and it was suggested that the Rudloe Green or Car Park by the Community Centre could be used or alternatively it could be held in the Selwyn Hall.
- b. **Disposal of 60 Leyland Road, Rudloe and 1, 3, 5, 6 and 7 Springfield House, Box:** letter received from GreenSquare Accord stating that they were intending to dispose of these properties in order to build new homes. After discussion it was agreed to write to GreenSquare Accord and ask why they were proposing to dispose of good properties when people are living in other properties which are sub-standard.
- c. **Londis Convenience Store, High Street, Box – Premises Licence Application:** Application received to apply for a new Premises Licence. There were no objections to this.

9. Preparation for 2023-24 budget setting: All Committees to discuss items to put into the budget. It was agreed that the issue of the Gas and Electricity Accounts needs to be considered carefully. Cllrs Ingledew and Bean to look at the energy costs

10. To receive any additional accounts for payment:

The following were agreed for payment:

BACS

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|----------------------|---|--------------------------------|--------|
| Acorn Joinery | - | New bed for Blind House | 888.00 |
| D.J.Mathias Ltd | - | Two new taps in Pavilion | 354.00 |
| F.W. Jones 7 Son | - | Refund of overpaid burial fees | 205.00 |
| Greenwood Direct ltd | - | Gate springs, padlock, wood | 77.88 |
| WALC | - | Training course | 162.00 |
| M. Tye | - | Plants for pots in Cemetery | 124.94 |

Statement of Balances

Lloyds

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|-------------------------|--------------------------|
| Current Account | £ 18073.21 |
| High Interest account | <u>21274.55</u> |
| | £ 39347.76 |
| Less payments to go out | <u>1993.39</u> |
| Working balance | £ <u>37354.37</u> |

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|---------------------------|--------------------------|
| Held on deposit in Lloyds | £ 40000.00 |
| Balance in Lloyds | £ <u>82354.37</u> |

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

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

Several of the Councillors are booked onto a training course on 13th September

Cllrs Wright and H. Parker had visited Box Surgery for a Prescription meeting

Cllr Derek Walters stated that he is still pursuing the speed limit assessment with the Wiltshire Council Scrutiny Committee as he feels that the process needs to involve community engagement.

With regards to the Rudloe Community Centre he is working with residents to bring the Rudloe Community Association back to life with new Trustees who will be putting in an Expression of Interest to Wiltshire Council. He was asked who would make the building up to a habitable state and he said that he was pursuing this with Wiltshire Council.

He reported that the Local Plan Consultation starts on 27th September

12. Items of Report and future Agenda Items:

Finance & Governance Agenda – Councillors talking to the media

Meeting closed at 9.00 pm

Chairman