



BOX PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING **HELD BY ON 27th JULY 2023**

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

Mrs Carey (Clerk)

- 2. Apologies:** Cllrs J. Clifford; B. Walton; T. Walton; WC Derek Walters
In the absence of Cllr T. Walton, the Chair was taken by Cllr M. Tye

A letter had been sent by Cllr Clifford. Because of her personal circumstances it was agreed to grant her a three month sabbatical from the Council, to be reviewed again at the end of October.

- 3. Public Question Time:** There were two members of the public present.
Charles Freeman raised the issue of the management of the Churchyard at St Thomas a Becket. He outlined the history of how the responsibility was passed to Wiltshire Council in 2014. Following a Risk Assessment carried out by Wiltshire Council several of the chest tombs had been deemed to be unsafe and in 2015 Heras fencing was erected round these.

Mr Freeman stated that the PCC wish to see the unsightly fencing removed. He stated that the fencing had been erected illegally as this required a facility from the Diocese and no permission had been given for this. The PCC has suggested that if the tombs are considered dangerous they could be collapsed down, as has been done in Lacock.

Mr Freeman asked for the Parish Council's supports the PCC in its efforts to get Wiltshire Council to apply a permanent solution that would not involve fencing.

The Parish Council unanimously agreed to support the PCC and the Clerk will write formally to Cllr Mathew to ask him to pursue this with Wiltshire Council.

Mr Derek Elliott asked if Mrs Nicholas could add Members of the public are welcome to attend Parish Council meetings to Mrs Porter's Diary.

He asked for the Parish Council to ascertain when the community grass areas in Rudloe would be cut by Wiltshire Council

- 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 June 2023 were agreed and signed as being a true record.

6. Matters Arising from the Minutes:

Proposed Car Boot Sale: The Risk Assessment had been circulated. Cllr Bean had met with Joel to confirm the arrangements for opening the gates. The Pavilion will not be used. It was confirmed that the litter will be cleared up afterwards and copies of the accounts will be shared

Update on vacancies on Parish Council: No request for election had been received for the Rudloe Ward vacancy. Waiting for confirmation re the Box Ward. When this has been received a notice re co-options will be drawn up.

Notice Boards

Following the resignation of Richard Campbell the responsibility for the notice boards was updated as follows:

Ditteridge and Kingsdown (2) - Cllr H. Parker
Ashley - Cllr M. Tye

Report from the Communications Working Group and suggested Terms of Reference: Cllr Bean gave a verbal update. A full report and draft Terms of Reference will be presented to the Finance Governance Committee

Climate Strategy Working Group: Cllr H. Parker gave a report following the Area Board meeting last week and reported that Cllr D. Walters would be resuming the Climate Strategy meetings in the Autumn

2023 Energy Strategy: As agreed at the last Playing Fields meeting Cllr Ingledew had drawn up a report.

It was **resolved** unanimously that the Pavilion Gas contract with SSE be renewed for seven months until 29th February 2024

It was **resolved** unanimously that the Tractor Shed SSE electricity contract, which expires on 31st August 2023 be moved to Octopus Energy and, once installed, take advantage of best excess energy tariffs available at the time, selling back excess energy generated by the Tractor Shed solar panels.

The Council will recompute the remaining gas and electricity contracts in early 2024 so that they all align.

7. Committees:

- i. **Cemetery Management Committee:** The Minutes of the Meeting held on 3rd July 2023 were submitted and agreed.

Investing of the Hobbs Bequest: It was **resolved** unanimously that when the Fixed Term Deposit matures on 8th August the capital of £12500 together with the £7200 Hobbs Bequest plus another £300 (£20k) be reinvested into two fixed term deposits.

- ii. **Planning & Conservation Committee:** The Minutes of the Meeting held on 29th June and 10th July 2023 were submitted and agreed

- iii. **Pavilion & Buildings Management:** The Minutes of the Meeting held on 17th July 2023 were submitted and agreed.

- **Hot water taps in toilets:** The quotation from D. Mathias to replace two taps in the sum of £295 + vat was agreed.

- It was **resolved** unanimously that the responsibility for the Tractor Shed be moved to this Committee but the budget codes would remain unchanged
- It was **resolved** unanimously that the name of the Committee be changed to the “Buildings Management Committee”
- **Revised dates of Committee meetings:** The revised Calendar of Meetings was agreed unanimously.
- The Clerk reported that the repairs to the changing room following the flooding had commenced on 21st July. The ceiling had been taken down and a dehumidifier installed to dry out the battens.

iv. **Personnel Committee:** The Minutes of the Meeting held on 24th July 2023 were submitted and agreed.

- **Office Equipment Review:** It was **resolved** unanimously that the Council accepts the proposal from EXFS for Capital costs as set out in paragraph 11 of the report be accepted in the sum of **£1772.33** + vat, together with the additional costs set out in paragraph 12 in the sum of **£1408** + vat giving a total cost of **£3180.33** + vat. There is currently £4000 in the budget to cover this.
- **Tools wish list for 2023/24 in line with the budget:** It was **resolved** unanimously that the following tools be purchased at a price not to exceed £700.

List of tools:

Makita 18v circular saw bare unit DSS610Z - £96.65 + vat
 Cemo SW 35-c salt spreader - £279.21 + vat
 Fiskars Isocore sledge hammer XL 10lb - £58.05 + vat
 Fiskars powergear X telescopic tree pruner up to 86 - £91.66 + vat
 2 Fiskars Xact soil work forks L - £88.64 + vat
 Total: **£614.21 + vat**

- **Additional Office Support**
 It was **Resolved** that the Full Council approves the Personnel Committee drawing up and placing an advert for a person to job share with the Clerk and to delegate authority for the Committee to set up the interviewing panel.

8. Correspondence:

- To consider a new premises Licence application for Closes Farm, Kingsdown**
 Details of the new premises Licence application had been circulated. It was **resolved** by nine votes in favour and one against to support the application
- Damage to red telephone box, Henley Lane:** It was agreed that the repairs to the telephone box need to be carried out as soon as possible. The claim for damage to the car involved in a separate issue
- Request to hold a weekly market on the Car Park:** The Council felt that whilst it wished to support local businesses, more information is needed and it was agreed to ask the applicant to speak at the Finance & Governance meeting

9. To receive any additional accounts for payment:

<u>BACS</u>			
David Wright	-	Garotta Compost improver	15.10
SSE	-	Pavilion – Gas	732.24
Westcare Supply Zone	-	Black Sacks	100.80
Hi-Tech Engraving	-	In Memorium Plaque	40.50

Statement of Balances

Lloyds

Current Account	£ 25154.13
High Interest account	<u>41244.04</u>
	£ 66398.17
Less payments to go out	<u>1342.99</u>
Working balance	£ 65055.18

Held on deposit in Lloyds	£ 37500.00
Balance in Lloyds	£102555.18

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

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

Cllr Tye reported that she, together with Cllr Bean, had attended the Parents Evening at Box School to give out the QR code and information about the survey for the play equipment.

Cllrs H. Parker and Cllr T. Walton attended the Area Board meeting at Corsham. The police reported that they are visiting Council and Youth groups to encourage boxing initiatives. They reported that most of the local trouble is down to two youngsters that they know about.

There were also two representatives from GreenSquare Accord who were carrying out roadshows and saying that everything was fine. It was agreed to write to the CEO of GreenSquare Accord, and to the representatives who had attended the Area Board meeting, to inform them that the residents at the Rudloe Estate are unhappy and dissatisfied with GreenSquare Accord and to ask if a Roadshow would be held at Rudloe. Cllr Tye reported that surveyors had been looking at the properties on the Rudloe Estate. She would endeavour to find out when the necessary repairs would be carried out.

Cllr Wright reported that following the Five to Thrive presentation he will be meeting with Box Surgery on 10th August to look at Social Prescription

Cllr Davies and Ingledew had attended the LHFIG meeting. Costings should have been presented for the two schemes in Box but these were not available yet. There will be a consultation in September on the 40 mph speed limit on the B3109

Cllr Davies had also met with the Highways Engineer David Arnup to look at the pavement opposite Budgens. David Arnup agreed to come up with recommendations for consideration.

The work at Market Place and Chapel Plaister are on the list of jobs to be carried out

Cllr Brian Mathew reported that he had raised concerns about the large pothole by the traffic lights. This has since been repaired. With regards to the Box to Bath Cycleway, he reported that Paul Millard was looking at this. He had also been contacted by residents about the planning application at Hatt Farm and he has spoken to the Planning Officer about this.

11. Items of Report and future Agenda Items:

- Cllr Bean reported a serious accident that had occurred on the A4. Cllr Davies stated that there had also been a serious accident on the B3109 at Wadswick. He will look at both locations and this will be discussed at the next Highways Committee meeting.
- Cllr S Parker reported that the growth of weeds and trees in the walls in the Market Place Car Park need attention
- Following the issues raised about the Parish Steward at the Personnel Committee meeting, the Clerk will write and ask for feedback following visits of the Parish Steward.

Meeting closed at 8.45 pm

Chairman