



## BOX PARISH COUNCIL

### **MINUTES OF THE COUNCIL MEETING** **HELD BY ON 23<sup>rd</sup> FEBRUARY 2023**

- 1. Present:** Councillors: S. Parker (Chairman); R. Campbell; J. Clifford;  
R. Davies; N. Ingledew; I. Johnston; H. Parker; P. Rice;  
M. Tye; B. Walton; T. Walton; D. Wright  
Unitary Councillors: B. Mathew; D. Walters  
Mrs M. Carey (Clerk)
- 2. Apologies:** Councillors: A. Barton; S. Foot (Bloom ESG)  
The apologies were accepted
- 3. Absent:** Nil
- 4. Public Question Time:** There was one member of the public present.  
It was reported that a meeting would be held on Monday with Wiltshire Council to discuss the pedestrian crossing by the Post Office.
- 5. Chairman's announcements and declarations of interest:**  
The Chairman announced the deaths of previous Parish Councillors, Tudor Jones and Harry Barstow and a minutes' silence was held.  
There were no declarations of interest.
- 6. Minutes:** The Minutes of the Council Meeting held on 26<sup>th</sup> January 2023 were agreed and signed as being a true record
- 7. Matters Arising:**  
**Grit Bins:** Cllr Davies reported that the Dickens Gate Management Co were not being co-operative re the grit bin  
  
**Climate Strategy:**  
Cllrs H. Parker reported that a second version of the Action Plan was being drawn up. The Forward Plan would be put into the documents so that they can go out to Committee Chairmen.  
  
On-shore wind turbines – Cllr H. Parker reported that the consultation is open until 2<sup>nd</sup> March
- 8. Committees**
  - i. Playing Fields & Pavilion Management:** The Minutes of the Meeting held on 6<sup>th</sup> February 2023 were submitted and agreed  
  
**Resolved** that Mr Barton be asked to reduce the height of the Mill Lane hedge to 6ft at a cost of £100 + vat  
  
**Resolved** that the Bowls Club be granted permission to put up 2ft x 4ft advertising boards on the green side of the lower level of the pavilion wall which will be taken down when the green is not in use  
  
**Charity Working Group:** The working group were looking into the possibility of moving the Parish Council offices into the Pavilion and it was **resolved** that an online enquiry is made to the Charity Commissioners to enquire about the possibility of this.

**Resolved** that the hire charge for Casual Users of the Pavilion should be £20 per hour. Existing regular users, including the Green Room Youth Club had been agreed at a 10% increase. It was also **resolved** to freeze the tennis court hire rate for the next financial year.

**Solar Panels for the Tractor Shed:** It was agreed to discuss this further at the next meeting and to look at the electricity consumption of the tractor shed – Report to be drawn up for the next meeting.

**Access across the Recreation Ground:** Letter received requesting access across the Recreation Ground to Box C of E School

ii. **Planning & Conservation:** The Minutes of the Meeting held on 26<sup>th</sup> January and 13<sup>th</sup> February 2023 were submitted and agreed.

iii. **Finance & Governance:** The Minutes of the Meeting held on 13<sup>th</sup> February 2023 were submitted and agreed.

**Resolved** that the amended Terms of Reference for the Council and Committees be adopted.

**Carbon Audit:** Cllr T. Walton, in the absence of Sebastian Foot, explained that this Audit would be specific for the Parish Council. The £500 would be to use their software to complete the on-line data. Bloom ESG would look at the results and develop a future strategy.

**Resolved** that Bloom ESG carry out a Carbon Audit at a cost of £500 in line with the Climate Action Strategy Plan.

**Town and Parish Council - Election costs:** further letter received from Wiltshire Council stating that if there were a unitary election and a parish election being held on the same day, the costs would be split 50/50, although Wiltshire Council would bear the cost of the poll cards. They would look at the Pavilion as a possible alternative polling station.

**Community Governance Review re Rudloe:** Letter received from Kieran Elliott, Wiltshire Council stating that there is no automatic readjustment of councillor numbers in response to development, particularly as there is no requirement for electoral equality in respect of parish wards. If the Parish council would like to suggest new warding arrangements, a request should be submitted to the Community Governance Review.

iv. **Box Hill & Rudloe Open Spaces:** The Minutes of the Meeting held on 20<sup>th</sup> February 2023 were submitted and agreed.

**Tree Work on Common:** **Resolved** that an alternative quotation is obtained to remove the large branch at a cost not to exceed £500 and that the work should be carried out for Health & Safety reasons.

**Interpretation Board for Lower Common:** **Resolved** that an Interpretation Board be purchased for the Lower Common at a cost not to exceed £1500. This will be taken from the money in the budget for the Car Park which is no longer required.

**Resolved** that 30 fence posts are purchased at a cost not to exceed £210

v. **Personnel:** The Minutes of the Meeting held on 20<sup>th</sup> February 2023 were submitted and agreed.

**Resolved** that the Parish Council takes on a Work Experience Student for two days on 5<sup>th</sup> and 6<sup>th</sup> July, working alongside the Groundsman.

**Cleaning of the Pavilion:** The current contract finishes on 28<sup>th</sup> February. It was agreed to discuss this further.

**9. Items for Discussion:**

**Ditteridge War memorial:** Cllr Davies reported that there were concerns about the state of the Memorial. As this is a family memorial it was agreed that the Clerk would write back to the family member asking for the present position as it is in need of cleaning. The memorial is recognized by the War Memorial Trust.

**10. To receive any urgent correspondence:**

- a. **Clearing vegetation from Box Tunnel:** Work to be carried out from 6<sup>th</sup> – 10<sup>th</sup> March 2023
- b. **Incident involving theft of honesty box from Box Post Office;** Letter from the Restorative Justice Caseworker outlining the current position.
- c. **Bowls Club;** Cllr B. Walton reported that she had received a letter from Mr. Bean regarding the statement that he read out at the December Council meeting and a comment made by a member of the Bowls Club. She stated that Mr Bean was correct about the shortfall between money received from the Bowls Club and the costs of maintaining the Bowling Green historically and his figures are about right. However, the Bowls Club has always paid all that is has been asked to pay and any fault for this shortfall lies with the Parish Council. Moving forward the Council is trying to ensure that the costs are being met.

**11. To receive any additional accounts for payment:** The additional accounts for payment were submitted and agreed for payment:

<u>BACS</u>			
Landcare Tree Nursery Ltd	-	Celebration Trees for PFs	405.80
Water2business	-	Pavilion/Bowling Green	12.76
Place Studio Ltd	-	Neighbourhood Plan	1765.92
<u>Direct Debits</u>			
Plusnet	-	Telephone Pavilion	35.93
Plusnet	-	Office	40.37
<u>Debit Card</u>			
B&Q	-	Paint etc for Pavilion toilets	123.85

**12. Statement of Balances**

<u>Lloyds</u>	
Current Account	£ 13858.48
High Interest account	<u>6697.68</u>
	£ 20556.16
Less payments to go out	<u>2428.52</u>
Working balance	<b>£ 18127.64</b>
Held on deposit in Lloyds	£ 37500.00`
<b>Balance in Lloyds</b>	<b>£ 55627.64</b>
Held in <b>BIBS</b>	<b>£ 81901.44</b>
Held in <b>Nationwide</b>	<b>£ 66302.08</b>
	<b>£ 148203.52</b>

**13. Chairman's Diary, Representatives' reports and report from County Councillors:**

Cllr Davies reported that he, Cllr Johnston; Cllr Wright and Cllr Walters had met with Wiltshire Council regarding the issues on the B3109 and Dickens Gate. This will be discussed at the next Highways Committee meeting.

Cllr Mathew reported that Wiltshire Council had met on Tuesday to agree the budget. He had requested that the Blue Badge decision be reversed but this had been turned down.

Park Home residents (which includes Lycetts Orchard) will receive £400 for help with electricity bills

He had not heard anything further regarding the Box to Bath Cycleway and he will follow up the East of Bath Express consultation.

He was asked to take up the issue of the maintenance of St Thomas a Becket Churchyard by Wiltshire Council. The Clerk will forward correspondence to him regarding the transfer of the maintenance to Wiltshire Council.

Cllr Walters reported on the meeting with Wiltshire Council. He has concerns about how speed assessments are carried out with no engagement with stakeholders. He is continuing to pursue this.

The Rudloe Community Centre is still ongoing. No planning application has been drawn up.

He reported that Wiltshire Council is not maintaining rights of way finger posts. He is talking with the Parish Steward to help with this.

**14. Items of report and future agenda items**

- a. Cllr Davies reported that a Windows Team meeting will be held with Wiltshire Council and representatives from Box School on Monday 27<sup>th</sup> February. He will report back to the Highways Committee
- b. Cllr B. Walton reported that she had spoken to Mr and Mrs Plant regarding the condition of a wall. The Clerk will investigate the history of this.

**15. Dates of next meetings**

Cemetery Management – 6<sup>th</sup> March; Planning & Conservation – 13<sup>th</sup> March Highways - 13<sup>th</sup> March;  
Personnel – 20<sup>th</sup> March Full Council – 30<sup>th</sup> March 2023

*Meeting closed at 9.00 pm*

**Chairman**