



## BOX PARISH COUNCIL

### **MINUTES OF THE COUNCIL MEETING** **HELD BY ON 27<sup>th</sup> APRIL 2023**

- 1. Present:** Councillors: S. Parker (Chairman); A. Barton; R. Campbell; J. Clifford;  
D. Dorey; N. Ingledew; I. Johnston; H. Parker;  
M. Tye; B. Walton; T. Walton  
Unitary Councillors: B. Mathew; D. Walters  
Mrs M. Carey (Clerk)
- 2. Apologies:** Councillors R. Bean; R. Davies; P. Rice; D. Wright  
The apologies were accepted
- 3. Absent:** Nil
- 4. Public Question Time:** There was one member of the public present.
- 5. Chairman's announcements and declarations of interest:**  
There were no announcements or declarations of interest
- 6. Minutes:** The Minutes of the Council Meeting held on 30<sup>th</sup> March 2023 were agreed and signed as being a true record

**7. Matters Arising:**

**Climate Strategy:**

The draft Revised Climate Strategy Action Plan had been circulated.

It was **resolved** unanimously to adopt the Climate Strategy Action Plan version 2 with one small change altering "priority" to "due"

The Appendix to the Action Plan had been circulated.

It was **resolved** unanimously that this be adopted subject to adding that the Parish Council supports the planting of the trees by the Cotswold Wardens

**8. Committees**

- i. **Playing Fields & Pavilion Management:** The Minutes of the Meeting held on 3<sup>rd</sup> April 2023 were submitted and agreed.

**Recommendation** that the quotation for materials and fittings for the new gate be accepted in the sum of £547.10 + vat was agreed unanimously

**Hills Waste Contract:** The revised charges of £824.98 pa (a reduction on the previous annual total of £1103.64) were agreed unanimously. The contract will come into force when the new recycling bins are in place.

**Mixed recycling bins:** Quotations for two new mixed recycling bins had been circulated. After discussion it was **resolved** unanimously that the quotation from Glasdon for two Jubilee large bins at £572.35 + vat each be accepted.

- ii. **Finance & Governance:** The Minutes of the Meeting held on 17<sup>th</sup> April 2023 were submitted and agreed.

**Recommendation** that the Complaints Procedure be adopted by Full Council with no changes was agreed unanimously

**Recommendation** that the cleaning budget allocated under Pavilion for 2023/24 be transferred to Personnel salaries to cover the cost of the new Council Cleaner which will include the cleaning of the Pavilion was agreed unanimously

**Recommendation** that Corinne Cox be appointed as the new Parish Council Cleaner for 5 hours a week to clean the Parish Council offices and Pavilion was agreed unanimously

**Recommendation** that the quotation from Complete Irrigation Systems for the contract for the maintenance of the irrigation system for the Bowling Green in the sum of £417 + vat be accepted was agreed unanimously

**Registering McColls building as an Asset of Community Value** An Application to register the McColls building as an Asset of Community Value had been submitted to Wiltshire Council. This was discussed and it was **resolved** that the Council would support the application in principle but there would be no financial support for this.

**Application for use of the Recreation Ground by Box Revels:** It was agreed that meter readings for the use of the electricity should be taken before and after the events. Cllr Campbell agreed to do this.

- iii. **Planning & Conservation:** The Minutes of the Meeting held on 30<sup>th</sup> March and 17<sup>th</sup> April 2023 were submitted and agreed.

- iv. **Box Hill & Rudloe Open Spaces:** The Minutes of the Meeting held on 24<sup>th</sup> April 2023 were submitted and agreed.

**Recommendation** that the work breakdown which had been circulated was agreed unanimously

**East of Bath Express feasibility Study:** The **recommendation** that this be transferred to the Highways Committee was agreed unanimously

**Rights of Way issues:** The **recommendation** that items relating to Rights of Way should be transferred to the Highways Committee was agreed unanimously.

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

- a. **Invitation to** Councillors to attend the event to witness the hand over of the Stothert & Pitt Ltd crane to be held at the new South Quays site on Tuesday 20<sup>th</sup> June at 11 am. Cllr H. Parker agreed to represent the Council.
- b. **Wiltshire Swindon Prepared Emergency Community Contacts:** Details of the Parish Council's contacts ie Cllr S. Parker; Cllr D. Wright and Mr Nigel Lawton to be submitted to Wiltshire Community Resilience Officer

**10. Items for Discussion:**

**Arrangements for the Annual Parish meeting – 9<sup>th</sup> May:** Councillors to help set up the stands from 6 pm onwards. All Council Chairmen to submit reports and information. Cllr B. Walton will supply the drinks. Clerk to purchase nibbles. Photographs of Council staff to be displayed. Sign up forms for volunteer groups to be on display. Interactive display on the Climate Strategy to be shown.

**Ideas for the Revels Stall – 29<sup>th</sup> May:** Rota for Councillors to man the stall to be drawn up. The information from the APM can be reused. Cllr T. Walton will supply a shelter to go over the stand

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

<u>BACS</u>			
Groundwork UK	-	Refund of Neighbourhood Plan grant	2407.56
Travis Perkins	-	Saw, Sadolin etc	179.91
Consortium	-	Stationery, Office chair	223.19
Ultra-Warm	-	office boiler	96.00
Water2business	-	Bowls Green, Pavilion	8.42
Rialtas Business Solutions Ltd	-	Annual support	184.20

<u>Direct Debit</u>			
Hills Waste	-	Refuse collection	88.51

**Statement of Balances**

Lloyds

Current Account	£ 13020.39
High Interest account	<u>76138.07</u>
	£ 89158.46
Less payments to go out	<u>3551.18</u>
Working balance	<b>£ 85607.28</b>

Held on deposit in Lloyds	£ 37500.00
<b>Balance in Lloyds</b>	<b>£ 123107.28</b>

Held in <b>BIBS</b>	<b>£ 81901.44</b>
Held in <b>Nationwide</b>	<b>£ 56654.16</b>
	<b>£ 138555.60</b>

**12. Appointment of Internal Auditor**

Karen Sayers was unanimously appointed as the Internal Auditor

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

Cllr Ingledew reported on the meeting of the Selwyn Hall Trustees. The Trustees were re-elected. A structural engineer is to look at the roof which needs refurbishment. It was reported that the bookings are down on last year.

Cllr Tye reported on a meeting with the Playgroup to discuss the equipment for the Play Area. Touchwood has stated that they would be interested in contributing to the discussions.

Cllr Mathew reported that the Coronation Art Workshop had been a great success. The scheduled meeting for the Box to Bath Bike Route had been cancelled.

Middlewick House garden will be open on 3-4 June

He was asked to enquire why Box Parish Council had not be included in the Park and Link discussions

Cllr Walters reported that he was continuing to challenge Wiltshire Council re the speed limit on the B3109. £3.6m had been given to Wiltshire Council to dealt with the potholes. There is to be a pilot scheme for the police to analysis the data from SIDs so that they could allocate resources accordingly.

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

- Ditteridge - it was reported that a new bench had been installed by the Notice Board in memory of the Queen
- School sign by Toast – this had been turned round. Clerk to ask the Groundsmen to move this
- Clerk will send out the choices for the formation of the Committe4es

- 15<sup>th</sup> May following Planning Committee meeting – Workshop re use of emails
- Notice Board at Wadswick – this will be left unlocked to allow notices to be inserted

**15. Dates of next meetings**

Cemetery Management – Thursday 4<sup>th</sup> May: Annual Parish Meeting – 9<sup>th</sup> May;  
Planning & Conservation- 15<sup>th</sup> May; Personnel: 22<sup>nd</sup> May;  
Annual Council – 25<sup>th</sup> May

**Chairman**

*Meeting closed at 9.00 pm*

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