



BOX PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING **HELD BY ON 30th MARCH 2023**

- 1. Present:** Councillors: S. Parker (Chairman); A. Barton; R. Campbell; J. Clifford;
R. Davies; I. Johnston; P. Rice;
M. Tye; B. Walton; T. Walton; D. Wright
Unitary Councillors: B. Mathew;
Mrs M. Carey (Clerk)
- 2. Apologies:** Councillors N. Ingledew; H. Parker; D. Walters
The apologies were accepted
- 3. Absent:** Nil
- 4. Public Question Time:** There were three members of the public present.
Mr Bean read a statement raising issues regarding the contract for the Bowling Green and the rent paid by the Bowls Club together with the costs of relaying the paving slabs on the Green and the issue of disclosing the contract between the Council and the Bowls Club
- 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 23rd February 2023 were agreed and signed as being a true record
- 7. Matters Arising:**
War memorial – Anson Northey Ditteridge: Letter received from the next of kin stating that he was waiting for a reply from the contractor re the repairs

Climate Strategy:

It was stated that Cllr H. Parker was updating the Climate Strategy Action Plan with a draft appendix linking aims and objectives to the relevant committees. She has been given permission to use an animation for the Annual Parish Meeting highlighting the damage being done to the planet by depleting resources.

Cllr T. Walton reported that he had attended a Wiltshire Climate Strategy Action Group which involved group activities. It was obvious from the session that Box Council was doing well with regards to Climate Action. He had arranged a meeting with the Carbon Audit consultants

- 8. Co-option to fill the vacancies on the Box Ward and Rudloe Ward:** Two letters of application had been received – one for the Box Ward and one for the Rudloe Ward.

The applicants, Mr Bean and Mr Dorey spoke about why they wished to become a Parish Councillor.

Following the Parish Council's Co-option Procedure members of the public were asked to leave for a closed session for the Council to consider the candidates and to decide they were suitable to be considered for co-option. It was agreed that there were both suitable.

The meeting was re-opened and a vote was taken.

For the Box Ward, Mr Bean received eight votes in favour and three against and was therefore elected onto the Council.

For the Rudloe Ward, Mr Dorey was unanimously elected onto the Council.

9. Committees

- i. **Cemetery Management:** The Minutes of the Meeting held on 6th March 2023 were submitted and agreed.

Cllr T. Walton reported that there had been a successful working group at the Cemetery with 31 volunteer hours. He thanked Daniel Park for his help with this.

Cutting of Grass: A copy of the Cemetery Diversity Action Plan will be circulated to all Councillors and will be put on the website. **Action: MC**

Cllr T. Walton reported that T.H. Jones & Sons had been asked to submit a new contract re the new mowing regime.

- ii. **Planning & Conservation:** The Minutes of the Meeting held on 23rd February and 13th March 2023 were submitted and agreed.

It was agreed that the Committee would look at the Notice Board by the Post Office prior to the meeting on 17th April to look at whether this was something the staff could repair or whether it would need quotes for the work

- iii. **Highways:** The Minutes of the Meeting held on 13th March 2023 were submitted and agreed.

Resolved that the Parish Council accepts the proposal for the 40 mph speed limit on the B3109 Bradford Road by the School with the condition that

- the School submits a Journey to School Plan requesting flashing 20 mph signs outside the school at opening and closing times
- That signage for the school is updated
- That there are proper road markings outside the school
- That improvements are made to the pavements

Cllr Tye reported that she had spoken to the Chief Constable about the use of Speed Watch on this road

Cllr Davies reported that he had met with Sarah Dearden on 20th March and the outcome will be reported at the next Highways meeting

- iv. **Personnel:** The Minutes of the Meeting held on 20th March 2023 were submitted and agreed.

- **Resolved** unanimously that the positions of Pavilion Cleaner and Officer Cleaner be made redundant
- **Resolved** unanimously that a new role of Parish Council Cleaner for all council buildings be created
- **Resolved** unanimously that the Job Description for the Parish Council Cleaner be accepted
- **Resolved** unanimously that the Job Advert for the new role of Parish Council Cleaner be accepted
- **Resolved** unanimously that the Recruitment and Selection Policy be adopted by the Full Council
- **Resolved** unanimously that the Job Description for additional Office Support be accepted

- **Resolved** unanimously that the Job Advert for additional Office Support be accepted
- **Resolved** unanimously that the Application Form for the additional Office Support be accepted
- **Resolved** unanimously that a new Office Chair be purchased at a cost of £142.99 + VAT
- **Resolved** unanimously that the Red Diesel tank will be offered free of charge to a local charity on the condition that they take it away at their own expenses

10. Items for Discussion:

Cllr Davies had requested a discussion about all Councillors having a Box Parish Council email address. It was stated that this was not mandatory but advisory that Councillors voluntarily set up gov.uk email accounts. Information from NALC regarding this had been circulated to all Councillors. Some Councillors stated that they would not be changing their email address. There will be a meeting on 15th May following the Planning Committee meeting to help any Councillors set up the email addresses.

11. Donation of left-over pond liner to The Pound Community Garden: Cllr B Walton stated that the pond liner had been purchased with grant money from Wessex Water. There was an offcut left over that was surplus to requirements. It was unanimously agreed that this be donated to The Pound Community Garden.

12. To receive any urgent correspondence:

- a. **Renewal of Contract with Avon Sportsground Maintenance Co. for 2023/24:** The figures contained in the contract had been discussed and put into the budget for the next financial year. The contract was therefore agreed. This will be signed by the Clerk on behalf of the Parish Council
- b. **Request for use of Recreation Ground for Scout Event:** Letter received requesting permission to hold a coronation event for 1st Neston and Box Scout Group members and their families on the Recreation Ground on Sunday 7th May. Permission was granted on the condition that they are mindful of other people using the Recreation Group and that they tidy up after the event. They will be asked to consider car sharing and adhering to the Council's Climate Strategy Plan. The Clerk will check if there is any football or cricket on that day.
- c. **Land north of Park Lane – Public Consultation:** A letter had been received from a parishioner regarding a consultation. It was agreed that the Clerk would invite representatives from the agents, Pegasus, to attend the Planning Committee meeting on 15th April.
- d. **Formal complaint made against members of the Parish Council:** The Clerk reported that a formal complaint had been received which was being dealt with in accordance with the Parish Council's Complaints Procedure.

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

BACS

Imperial Cleaning Services	-	Pavilion contract (£468 less credit note for £192 for lack of cleaning)	276.00
Lydney Settled Estate Consortium	-	Posts for Common	225.00
T. Walton	-	Balance of stationery order	2.39
Fire Alarm Consultancy Ltd	-	Mileage allowance to Lydney	61.20
Westcare Supply Zone	-	Contract for Pavilion fire alarm	345.60
	-	Printer cartridges and stationery	289.73

Debit Card

Net World Sports	-	Line marker	181.24
Amazon UK	-	Signs for Pond	17.47

14. Statement of Balances

<u>Lloyds</u>	
Current Account	£ 13174.24
High Interest account	<u>6701.33</u>
	£ 19875.57
Less payments to go out	<u>1288.43</u>
Working balance	£ 18587.14
Held on deposit in Lloyds	£ <u>37500.00</u>
Balance in Lloyds	£ 56087.14
Held in BIBS	£ 81901.44
Held in Nationwide	£ <u>56302.08</u>
	£ <u>138203.52</u>

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

Cllr Mathew reported that he had taken up the issue of the potholes and resurfacing of the A4. There are three schemes in place for 2021-2026 – these are from the Wiltshire boundary along to the traffic lights; the A365 Devizes Road and the High Street, Box. He had also asked for Church Lane and Barn Piece to be added to the programme and for possible dates for when the work will be carried out.

There will be a Corsham seniors Coronation Tea Party held at Springfield Campus on 5th May and an Art Workshop for older people at Pound Arts on 25th April to make decorations for the tea party. Posters will be displayed.

16. Items of report and future agenda items

- Access made by Network Rail opposite the Northey Arms. The area has not been replanted.
- Working Party to be held on the Recreation Ground on 15th April

17. Dates of next meetings

Playing Fields & Pavilion Management – 3rd April; Planning & Conservation – 17th April; Finance & Governance – 17th April; Box Hill & Rudloe Open Spaces – 24th April; Full Council – 27th April

Meeting closed at 8.55 pm

Chairman