



## BOX PARISH COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 30<sup>th</sup> AUGUST 2018

- 1. Present:** Councillors: S Parker (Chairman); R. Campbell; A. Clench;  
J. Cox; R. Davies; S. Gould; V. Hill;  
D. Moore; R. Richards; M. Tye; P. Van Praag; J. Whitford

Mrs M. Carey (Clerk)

- 2. Apologies:** Councillors: S. Barnes; R. Case  
Cllr B. Anderson; Cllr B. Mathew

The apologies were accepted

- 3. Absent:** Nil

- 4. Public Question Time:** There were six members of the public present.

Mr Elliott asked why the bus shelters at the top of the A4 were not cleaned by the Parish Council staff. These shelters are owned by Wiltshire Council and the Clerk will raise this with the Parish Steward.

Mr Wright thanked the Council for the Newsletter but raised the issue of the Action Plan for Box Hill Common. Also issues regarding the Neighbourhood Plan which would be addressed at the Public Meeting. He was informed that Wiltshire Council and GreenSquare were responsible for the Steering Group

- 5. Chairman's announcements and declarations of interest:** Nil

- 6. Actions:**

<b>Issue raised</b>	<b>Start Date</b>	<b>Actionee</b>	<b>Due date</b>
Cleaning of bus shelter Box Hill	September 2018	Clerk	October 2018
Nuisance caused by professional dog walkers – Article to be put in the Parish Magazine and Dog Warden to be notified	September 2018	Cllr Parker/Clerk	October 2018
Repairs to oven in Pavilion	September 2018	Clerk	October 2018

- 6. Minutes:** The Minutes of the Council Meeting held on 26<sup>th</sup> July 2018 were taken as read and signed as a true record.

- 7. Matters Arising:**

- a. **Rudloe Community Centre Steering Group**: Councillors Robert Davies, David Moore and Marilyn Tye were elected to represent the Parish Council on the Steering Group.
- b. **McColls**: Photographs had been sent to McColls. They are looking into the use of small lorries and also reinstating the delivery bay
- c. **Seat for bus shelter at The Bassetts**: The seat had been installed. Mr Sims had purchased paint at a cost of £57 for which he will be reimbursed.
- d. **Street light by Cornerways**: The shield for the light is on order
- e. **CoSHH cupboard**: This has been purchased
- f. **Vacancy on Parish Council**: Waiting to hear from Wiltshire Council if an election had been requested. If not a notice will be issued requesting applications for co-options. The deadline will be 25<sup>th</sup> September

#### **8. Additional accounts for payment:**

The following accounts were presented and approved for payment:

##### BACS

The Consortium	-	copier paper	65.79
Cupboards Direct	-	CoSHH cupboard	184.80
Richard Cripps	-	Management Plan for Lacy Wood	220.00
Corsham Print	-	Printing newsletters	134.00

##### Direct debits

Hills Waste	-	Refuse collection PFs	67.92
Fuel Card Services	-	Petrol (burial 21.28) (PFs – 63.21)	84.49

#### **9. Policy & Finance Committee:** The report of the meeting held on 13<sup>th</sup> August 2018 was submitted and adopted.

- a. **Seat by Bargates**: The positioning of the seat was discussed and it was **resolved** by 11 votes in favour and one against to place it back by the wall but move it along towards the grassed area. The seat will be securely fitted.
- b. **Acceptance of procedure for reporting Actions in the Minutes**: A procedure had been drawn up and it was agreed to trial this for six months
- c. **Reconciliation of bank accounts**: The reconciliation of the bank accounts by Cllr Clench had been satisfactorily carried out
- d. **Grit bins**: Councillors to notify the Clerk if the bins need filling. It was agreed to move the grit bin on Leafy Lane back to its original position. The grit bin on Devizes Road needs replacing
- e. **Steps in Lovar Garden**: There had been an increase of £1120 for the cost of the wood to repair the steps bringing the total to £4484 including VAT. It was **resolved** by 11 votes in favour and one against to proceed with the work
- f. **Role of Vice Chairman**: This was discussed. The role of the Vice Chairman is to chair a Committee meeting when the Chair of that Committee is absent. It does not mean that they will stand in for the Chair of that Committee at any other Committee meeting ie Policy & Finance. If a Councillor attends a Committee meeting to which they have not been appointed, they will not be able to participate in the meeting and will be treated as a member of the public.

#### **10. Cemetery Management Committee:** The report of the meeting held on 6<sup>th</sup> August 2018 was submitted and adopted.

- a. **Chapel roof:** it was reported that there is damage to a down pipe and a tile. The Clerk has asked for this to be repaired.

**11. Planning and Conservation Committee:** The reports of the meetings held on 26<sup>th</sup> July and 13<sup>th</sup> August 2018 were submitted and adopted.

- a. **Blind House;** Two quotations received for the repairs to the pillar at the Blind House. Both quotations were considered acceptable by Historic England. The quotations were in the sum of £1800 and £1200. It was **resolved** unanimously that the quotation from Marcus Mitchell in the sum of £1200 be accepted. The work will commence when formal permission has been received from the Secretary of State

**12. Box Hill Common & Rudloe Management/Rights of Way Committee;** The reports of the meetings held on 30<sup>th</sup> July and 20<sup>th</sup> August 2018 were submitted and adopted

#### Lacy Wood

It was resolved:

- That Cllr Tye be the lead Committee member for Lacy Wood
- That the Parish Council pays Richard Crips £70 for the educational talk
- That Richard Cripps be asked to draw up a management and action plan for the next five to fifteen years at a cost of £150

This was agreed unanimously

Richard Cripps will be presenting his Management Plan for Lacy Wood to the Committee on 17<sup>th</sup> September

#### Box Hill Common

It was resolved:

- That Richard Cripps be asked to draw up a Mission Statement, report and action plan for all the Common

This was agreed by 10 votes in favour, one abstention and one objection

It was stated that the Parish Council has a duty to consider all aspects of biodiversity

Cllr Gould reported that he had met with the Rights of Way Warden and the Cotswold Wardens to discuss the new steps on the Common. He will discuss this further with Cllr Case

**13. Highway Issues:**

- The state of the wall by Prices factory, Quarry Hill had been raised with Wiltshire Council
- Road Closure notices received for Prospect and Rode Hill
- Still waiting for the reinstatement of the white lines at Box Hill
- Wall by the Hermitage – Details of the present situation re the wall will be put into the Parish Magazine

**14. Issue raised by Cllr Whitford:** The issue of professional dog walkers on public footpaths was raised and discussed. Dogs are being allowed to run freely in fields and are causing a nuisance to sheep. Landowners have put up signs to keep dogs on leads and on the footpaths but these are being taken down

An article will be put in the Parish Magazine and the dog warden will be notified.

**15. Urgent Correspondence:** Nil

**16. Statement of Balances:** The statement of balances as follows prior to cheques signed today:

<u>Lloyds</u>	
Current Account	28759.62
High Interest account	<u>2398.08</u>
	£ 31157.70
Less payment to go out	<u>67.92</u>
Working balance	£ <b>31089.78</b>

Held on deposit in Lloyds	£ <u>37500.00</u>
<b>Balance in Lloyds</b>	£ <b><u>68589.78</u></b>

Held in <b>BIBS</b>	£ <b>70587.72</b>
Held in <b>Nationwide</b>	£ <b><u>55426.25</u></b>

**17. Chairman's Diary; Representatives report; Report from County Councillors:**

Cllr Cox reported on a recent meeting of the Selwyn Hall Management Committee. The Committee was looking at redecoration; installing a new kitchen and air conditioning for the upstairs room. There was no news on the future of the library

There were no reports from the County Councillors

**18. Items of report and future Agenda items:**

- a. Councillors were reminded to send any items for the Agendas through to the Clerk
- b. Cllr Hill will be attending the next CATG meeting
- c. It was reported that the bottom oven in the top room of the Pavilion does not work. The Clerk will ask an electrician to look at this
- d. Cllr van Praag gave his apologies for the Policy & Finance meeting. He had tried to locate the owner of Wildings, Hazelbury Hill
- e. The notice board on Leafy Lane needs new catches

**19. Confidential item:** Members of the public were excluded for the confidential items in accordance with the Public Bodies (admission to meetings) Act 1960

The confidential appendix to the Cemetery Management Minutes was agreed by the Council.

**Chairman**

**Meeting closed at 8.55 pm**