



## BOX PARISH COUNCIL

### MINUTES OF THE COUNCIL MEETING HELD ON 28<sup>th</sup> FEBRUARY 2019

**1. Present:** Councillors: S Parker (Chairman); N. Botterill; J. Cox; R. Davies;  
D. Evans; V. Hill; D. Moore; R. Smith; M. Tye; J. Whitford  
Wiltshire Councillors: B. Anderson; B. Mathew  
Mrs M. Carey (Clerk)

**2. Apologies:** Cllrs: R. Case; A. Clench

**3. Absent:** Cllr R. Campbell; S. Gould

**4. Public Question Time:** There was one member of the public present.

David Wright reminded councilors of the Green British Spring Clean which would be held over two days

**5. Chairman's announcements and declarations of interest:** There were no declarations of interest.

A letter of resignation had been received from Cllr Van Praag. Thanks were given to him for his time as a Councillor.

Cllr Tye did not wish to take over as the Chairman of the Pavilion Management Committee and after a vote (with one abstention) Cllr Whitford was elected as the Committee Chairman until the Annual Council meeting.

**6. Actions:**

Issue raised	Start Date	Actionee	Due date
Ongoing issue of parking of McColls lorry on A4. Work to parking bay to be carried out in Feb/March	April 2018	Clerk	End of March 2019
Design of new website	29 <sup>th</sup> November	Cllrs Campbell/Van Praag	Update at end of March 2019

**7. Minutes:** The Minutes of the Council Meeting held on 31<sup>st</sup> January 2019 were taken as read and signed as a true record.

**8. Matters Arising:** Updates on actions:

- McColls: McColls had stated that the work to the wall would commence on 25<sup>th</sup> February and the work to the shutter would start on 4<sup>th</sup> March after which time the lorries would be using the unloading bay
- Design of new website: This is on-going. Report to be given at the end of March. It was agreed to incorporate a link to the Neighbourhood Steering Group on the new website.
- Repainting of railings. The Clerk had asked Wiltshire Council to repaint the railings.

- Parish Council newsletter: The next edition will be sent out at the end of March. The cost would be £111 for the additional copies in black and white. The routes had been drawn up. The Rural Housing Needs survey would be distributed by Councillors next week.

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

The following accounts were presented and approved for payment:

##### Cheques

Wiltshire council	-	Planning applications	6432/3	334.00
Travis Perkins	-	Materials	6434	218.21

##### BACS

WALC	-	Training for Councillors		168.00
Chemgo	-	Removal of freezers and chemicals		690.00
PKF Littlejohn	-	Audit fee		480.00
Fire Alarm Consultancy Ltd	-	Maintenance contract		276.00
Image Business Machines Ltd	-	Toners for photocopier		154.80
Ultra-Warm Ltd	-	Boiler check Pavilion		126.00

##### Direct debit

Plusnet	-	Telephone Office		37.31
Plusnet	-	telephone Pavilion		29.98
John Deere	-	Mowers		444.00
Fuel Card Services	-	Petrol		16.18
Tallis Amos	-	Mowers service contract		101.13

##### Standing Order

T.H. White	-	Mule service contract		63.60
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##### Debit card

Buy a Plan	-	Map for Box Hill Common		22.80
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#### **10. Policy & Finance Committee:** The Minutes of the meeting held on 14<sup>th</sup> January 2019 were submitted

**Renewal of Lease for Market Place Car Park:** The terms of the draft lease were discussed. It was unanimously agreed that the Council would only agree to the renewal on the same terms as the previous lease ie the Parish Council would not be responsible for the maintenance and repair of the front boundary walls. However, it was agreed that the term of the Lease be increased to seven years.

#### **11. Cemetery Management Committee:** The Minutes of the meeting held on 4<sup>th</sup> February 2019 was submitted. The following recommendations were agreed

**Upgrading of the septic tank:** It was unanimously **resolved** to accept the quotation from Environmental Drain Services in the sum of £8950 + VAT together with the service contract of £200 pa

#### **12. Planning & Conservation Committee:** The minutes of the meeting held on 31<sup>st</sup> January and 11<sup>th</sup> February 2019 were submitted

**Neighbourhood Plan:** Cllr Botterill gave a report from the Steering Group meeting held on 26<sup>th</sup> February 2019

**13. Box Hill Common & Rudloe Management/Rights of Way Committee:** The minutes of the meeting held on 18<sup>th</sup> February 2019 were submitted

**New finger post at Middlehill:** The quotation for the new sign in the sum of £400 was accepted unanimously

**Management of the Rudloe Area:** It was agreed that the Rudloe Steering Group; the replacement of the mosaic sign; cleaning of the pavement etc should be covered under this Committee. The maintenance of the play area would be discussed under the Playing Fields Management Committee.

**14. Personnel Committee:** The minutes of the meeting held on 18th February 2019 were submitted.

**Employment of Office Cleaner;** The recommendation that the Council employ a cleaner for the office for one hour a week was accepted unanimously

**15. Highway Issues:** Cllr Hill reported on the CATG meeting. He was continuing to pursue the question of the Box Parish signs.

**One way sign for The Ley:** It was unanimously agreed to accept the quotation for the sign in the sum of £300 which the Parish Council would pay a contribution of 25% ie £75

**16. To consider any issues for Area Board;** The issues to be reported were:

- Update on the Neighbourhood Plan
- Rural Housing Needs Survey
- Box Revels - May 27<sup>th</sup>
- Bastille Day – 13<sup>th</sup> July

**17. Urgent Correspondence:**

a. **Applications for grants:**

- **The Brunel Shed:** Application from The Brunel Shed for a grant of £600 to cover the shortfall on funding for the community project of the new “Welcome to Rudloe” mosaic sign. The total cost of the project will be £2169 with an agreed grant from Corsham Area Board of £969 and Greensquare Housing of £600. The grant of £600 from the Box Parish Council was agreed unanimously
- **Back to Netball Box:** Application from the Back to Netball Box group for a grant of £180 to set up and run a local community netball group for adults. The grant of £180 was agreed with two abstentions.

b. **Stolen lead from Pavilion roof:** Two sections of the lead from the Pavilion roof had been stolen on the night of 21<sup>st</sup> February. A quotation of £295 to repair the damage had been received and this was accepted unanimously. It was agreed not to pursue an insurance claim as the excess payable would be £250

c. **Best Kept Village Competition:** Entry form for this year’s competition received. It was agreed to enter.

d. **Box Tunnel;** Copy of a letter sent from the Corsham Civic Society to the Chairman of Network Rail regarding the vegetation growing on the road bridge and the faces of the tunnel. Cllr Botterill also agreed to take this issue up.

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

Lloyds

Current Account	22764.73
High Interest account	<u>1683.15</u>
	£ 24447.88
Less payment to go out	<u>1548.01</u>
Working balance	<b>£ 22899.87</b>

Held on deposit in Lloyds	£ 37500.00
<b>Balance in Lloyds</b>	<b>£ <u>60399.87</u></b>

Held in <b>BIBS</b>	<b>£ 70587.72</b>
Held in <b>Nationwide</b>	<b>£ <u>60426.24</u></b>

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

Cllr Anderson reported that after a Council meeting lasting eight hours, Wiltshire Council had set the precept with a 2.99% increase

Cllr Mathew reported that he his motions to the Full Council to acknowledge the presence of climate change emergency had been carried. The Council was looking to be carbon free by 2030

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

- a. **Lozar Water Garden bridge;** Following comments made on the local social media it was confirmed that a survey will take place later in the year
- b. **The Brunel Shed;** It was reported that this is open on Monday from 10-4 and anyone was welcome to go along
- c. **Provision of litter bins for the bus shelters;** This will be discussed at the next Planning & Conservation Committee meeting. The litter bin by Vine Court needs replacing
- d. **Use of Facebook;** There was a discussion on some of the negative comments that had been made re the Parish Council on the local social media and a statement re use of social media by Councillors was read out.
- e. **B3109 Chapel Plaister – crossing by horse riders;** It was reported that horse riders were having difficulty crossing the B3109 to use the bridleway because of poor visibility. This will be discussed at the Policy & Finance meeting.
- f. **Pedestrian crossing by Post Office;** It was reported that the bollards are unlit.
- g. **White gates;** It was reported that these need cleaning
- h. **Parking in Bargates;** It was reported that cars are parking all along the road and near the bend making visibility difficult. This will be discussed at the Policy & Finance meeting
- i. **Additional grit bins;** The Queens Heads had offered to sponsor three more grit bins for the Village. This will be discussed at the Policy & Finance meeting
- j. **Ashley Road;** It was reported that someone appears to be laying a cable across the road

**Chairman**

Meeting closed at 9.10 pm