



BOX PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD BY ON 29th SEPTEMBER 2022

1. Present: Councillors: R. Campbell (Chairman); A. Barton; J. Clifford;
R. Davies; N. Ingledew; H. Parker; M. Tye; B. Walton;
T. Walton
Unitary Councillor: B. Mathew
Mrs M. Carey (Clerk)

2. Apologies: Councillors: R. Case; I. Johnston; S. Parker; R. Smith; D. Wright
Unitary Councillor: D. Walters

The apologies were accepted
In the absence of Cllr S. Parker the Chair was taken by Cllr R. Campbell

3. Absent: Nil

One minute's silence was held in memory of the late Queen Elizabeth II

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

5. Chairman's announcements and declarations of interest: The Chairman announced that a letter of resignation had been received from Cllr Anna Woollard. There were no declarations of interest.

6. Minutes: The Minutes of the Council Meeting held on 25th August 2022 were agreed and signed as being a true record subject to an amendment in paragraph 12 to add "two courses of potential action"

7. Matters Arising:

Climate Strategy:

Cllrs H. Parker and Ingledew had attended a webinar re EV charging points. Clerk to circulate the notes from the webinar

Adoption of the revised Terms of Reference for the Parish Council and Committees: The revised Terms of Reference had been circulated.

Resolved unanimously to adopt these subject to two minor amendments.

8. Committees

i. **Cemetery Management:** The Minutes of the Meeting held on 5th September 2022 were submitted and agreed

Resolved that the £7200 held from the Hobbs Bequest be invested in a twelve months fixed deposit

Resolved Renewal of Cemetery Lodge Tenancy: that the Parish Council offer to renew the contract for a further two months. In light of the current energy situation it was **resolved** that there should be no rent increase for the next twelve months.

The Lodge, Rent Protection and Legal Expenses cover: Letter received from Hunter French offering a rent protection and legal expenses cover for an extra monthly fee of £35. It was **resolved** not to take up this offer.

- ii. **Planning & Conservation:** The Minutes of the Meetings held on 25th August and 26th September 2022 were submitted and agreed.
- iii. **Highways;** The Minutes of the Meeting held on 26th September 2002 were submitted and agreed.

Proposals for Market Place, Box: It was **resolved** by nine votes in favour and one against to contribute **£885.52** to the proposed scheme

Proposals for Chapel Plaister, Box: It was **resolved** by eight votes in favour, one against and one abstention, to contribute **£1193.31** to the proposed scheme, subject to the repositioning of the horse rider signs

Representative for LHFIG: Following the resignation of Cllr Woollard it was **resolved** unanimously that Cllr Ingledew be appointed as the new representative for the LHFIG meetings.

Cllr Davies reported on the meeting of the LHFIG – the issue of the B3109 Bradford Road will be discussed at the next Highways meeting.

- 9. **To discuss the provision of more allotments:** The old Box Highlands School site at Boxfields had been put forward as a possible site. Clerk to approach the family of the late Roy Francis.

Details of a field, owned by Mr T. Barton, behind Barn Piece had been suggested as a potential site.

It was agreed to **defer** this to the next Council meeting.

- 10. **Presentation of the new website:** Cllr Ingledew gave a presentation on options for the new layout of the website. A copy of the presentation will be sent out to all Councillors

11. To receive any urgent correspondence:

- i. **Renewal of Parish Council Insurance:**
Resolved unanimously to accept the renewal of the Parish Council Insurance policy including the addition of the new Cyber Package in the sum of £5907.30 plus £319.20 for the Cyber package.
- ii. **Request from Box Cubs to use the basket ball court to run a session on cooking on fires:**
Resolved unanimously to grant permission subject to them leaving the court as they find it.
- iii. Letter received regarding potential drug activity on Box Recreation Ground. It was agreed to contact the local police and also to put an article in the Parish Magazine regarding any parishioners who witness incidents of this kind to contact the local police.
- iv. **External Audit:** The report from the External Auditor had been received. It had been stated “the income and expenditure basis must be used to prepare its accounts for the third and subsequent years that the income and/or expenditure exceeds £2000K. All the 2021/22 figures are to be restated in the prior year comparatives when completing next year’s AGAR”

This will require a change to the Rialtas accounting system. This can be done at a cost of £350 + VAT It was **resolved** unanimously that this be accepted.

12. To receive any additional accounts for payment: The additional accounts for payment were agreed

BACS

| | | | |
|-------------------------------------|---|--|----------------|
| Defence Infrastructure Organisation | - | Lease for Bus Shelter, Leafy Lane | 20.00 zero VAT |
| Glasdon UK Ltd | - | Bench (recoverable) | 1016.70 |
| Stephens Industries | - | Pond liner for Bog Garden | 708.98 |
| Community First | - | Subscription | 40.00 zero VAT |
| Beazer Electrical Services Ltd | - | Balance for supply of panels, batteries and installation | 3943.20 |
| Wiltshire Council | - | Rent for Dyers Yard (Jubilee YC) | 50.00 zero VAT |
| PKF Littlejohn LLP | - | External Audit | 720.00 |

Debit card

| | | | |
|----------------|---|-----------------------|--------|
| Travis Perkins | - | Gravel for Bog Garden | 91.39 |
| Edwards Sports | - | Goal nets for Rudloe | 133.63 |

13. Statement of Balances

Lloyds

| | |
|-------------------------|-------------------|
| Current Account | £ 18197.79 |
| High Interest account | 86969.40 |
| | £105167.19 |
| Less payments to go out | 7761.16 |
| Working balance | £ 97406.03 |

| | |
|---------------------------|--------------------|
| Held on deposit in Lloyds | £ 37500.00 |
| Balance in Lloyds | £ 134906.03 |

| | |
|---------------------------|--------------------|
| Held in BIBS | £ 81901.44 |
| Held in Nationwide | £ 46302.08 |
| | £ 128203.52 |

Clerk to transfer £20,000 to the Nationwide Account

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

Cllr Mathew gave an update on the Cycle route from Box to Bath. He has asked B&NES to change the footpath to a bridleway so that the cycleway could be created more quickly. The Cotswold Wardens have offered to help with some of the work and there may be grants available.

Colerne were holding a Home Energy Retrofit Fair on 1st October from 10-4pm

He reported on the recent LHFIG meeting where it had been proposed to change a section of the B3109 Bradford Road to 40 mph at a cost of £11508.25. The Parish Council would need to discuss this at their committee meeting as there are cost implications.

15. Items of report and future agenda items

- a. Cllr B. Walton reported that the Bog Garden had been put in today. The planting will be carried out in the Spring. Thanks were given to Cllrs B. Walton; A. Barton and J. Clifford for their work on this
- b. Cllr T. Walton asked for "Committee Participation" to be put onto the Agenda for the next Council meeting.

15. Dates of next meetings

Playing Fields Management – 3rd October
Personnel – Tuesday 4th October
Finance & Governance - 10th October
Planning & Conservation – 10th October
Box Hill & Rudloe Open Spaces – 17th October
Pavilion Management – 24th October
Full Council – 27th October

Meeting closed at 8.45 pm

Chairman

Draft