



BOX PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD BY ON 30th SEPTEMBER 2021

- 1. Present:** Councillors: R. Case (Chairman); R. Campbell; J. Clifford; N. Ingledew; H. Parker;
R. Smith; M. Tye; B. Walton; T. Walton
Unitary Councillor: B. Mathew

Mrs M. Carey (Clerk)
- 2. Apologies:** Councillors: A. Barton; R. Davies; I. Johnston; S. Parker; A. Woollard; D. Wright
In the absence of Cllr S. Parker, the chair was taken by Cllr Case
The apologies were accepted.
- 3. Public Question Time:** There was one member of the public present.
Mr Elliot thanked the Clerk for forwarding updates on the issues that he had raised. He felt that the Wiltshire council's response re the removal of the wall at the bus shelter by the Rising Sun was blinkered. He still felt that people will feel vulnerable and may not wish to use this bus stop.
- 4. Chairman's announcements and declarations of interest:** There were no declarations of interest.
- 5. Minutes:** The Minutes of the Council Meeting held on 26th August 2021 were agreed as being a true record with two small amendments. They will be signed at a later date as Cllr Case was not present at that meeting.
- 6. Matters Arising:**
 - a. **Kingfisher Trail:** Cllr B. Walton reported that this had been a great success. It was unanimously agreed to give £30 to Stephanie Lane to cover her expenses for the prizes. The Auction will be held on 21st October.
 - b. **Review of the website:** The Working Group had met and had come up with ideas for revising the website. This will be put on the Agenda for the next Full Council meeting
 - c. **Reinstatement of Newsletter:** Concerns had been raised about the distribution of this. It was agreed to ask Corsham & Box Matters if they could help with the delivery and to establish the areas that they cover. Cllr Clifford agreed to help with the Kingsdown area and volunteers could be requested for any remaining areas
 - d. **Provision of more allotments:** Clerk to write to local landowners to enquire if there is any land available. This will be put onto the Agenda for the next Full Council meeting
- 7. Policy & Finance:** The Minutes of the meeting held on 13th September 2021 were submitted and agreed with the amendment that the discussion on replacement mowers be brought to a Personnel Committee meeting to be held on 19th October. Cllrs Campbell and Barton to be invite to the meeting
 - a. **Policies:**
 - Lone Working Policy:** The recommendation that this be readopted with no changes was carried unanimously
 - Child Protection Policy:** The recommendation that this be readopted with no changes was carried unanimously
 - Tree Policy:** The draft policy was adopted unanimously
 - b. **Rustic Cottage:** It was resolved unanimously that the Deed attached to the property be removed.

- c. **Renewal of Insurance Policy:** There are limited companies who will quote for Parish Council insurance. It was agreed that Came & Co are good value for money and it was resolved that the policy be renewed at a cost of £4998.68
- d. **Christmas Tree Lights:** it was resolved unanimously that the unmetered connection agreement be renewed from 1st December to mid-January
- e. **Climate Strategy Action Plan:** It was **recommended** that the Action Plan be adopted. This was carried unanimously.
The Working Party will continue to look at how the Action Plan should be implemented and record how this can be put into action. Each Committee is to use the document and it will be an agenda item for all the Committees. The feedback from the working party will be brought back to the next Full Council meeting. This will be a substantive item on the Full Council Agenda.

8. Cemetery Management: the Minutes of the Meeting held on 6th September were submitted and agreed.

- a. **Work to flower beds at top of the Cemetery;** The recommendation from J.H. Jones to complete the work to the top flower beds was agreed unanimously.

9. Planning & Conservation Committee: The Minutes of the Meetings held on 26th August and 13th September 2021 were submitted and agreed.

10. Urgent Correspondence:

- a. **MoD Corsham Cross-Country event** - Notification of the event to be held on 10th November
- b. **Road Closure:** Notification of A365 part closure for Remembrance Day Service. There were no objections to this.
- c. **Presentation held under Public Question Time:** A letter had been received from a Parishioner regarding the presentation given by the Bybrook Conservation Group at the Full Council meeting on 25th August which had not been included on the Agenda. This was discussed and it was agreed that the presentation should have either been included on the Agenda or delayed until the next meeting so that interested members of the public could attend. It was felt that it was important that procedure should be followed and that the Parish Council should be inclusive. The Clerk will write to the Bybrook Conservation Group to inform that them that any future presentation must be put onto the Agenda.

11. Items for discussion:

- a. **Role of Councillors as Trustees:** This had been raised by Cllr Tye. She stated that there had been changes in legislation which makes it easier to change the principle points within a Deed. She had telephoned the Charity Commissioners and explained about the possibility of moving the Parish Council Office to the Pavilion. They had looked at the Deed and did not feel that this would be a problem as it would be the registered office of the Charity. She felt that this would need to be re-examined both in line with the Climate Strategy action plan and also from a financial point of view. The Clerk explained that the Deed of Gift had been registered in 1985 and in past years individual Councillors had been listed. However as the Parish Council is the Corporate Trustee there is now no longer a requirement for all the Councillors names to be shown on the register.

It was felt that the Council needs to look at how best to represent the Deed of Gift. Some Councillors did not understand the Management of the Trust Deed and the function of the Charity.

After discussion it was agreed that there were two issues:

- I. How can the Parish Council understand the Council's role? It was agreed that this should be discussed further at the Full Council meeting in January
- II. Change of use of the Pavilion for the Parish Councils Offices – to be discussed further in the New Year.

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

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|----------------------|---|------------------------------|---------|
| Waterscape Solutions | - | Water tank | 3360.00 |
| Ross Hillman ltd | - | Parking spaces by Lodge | 3600.00 |
| T.F. Slade | - | Updating Book of Remembrance | 88.00 |

13. Statement of Balances

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|-------------------------|-------------------|
| <u>Lloyds</u> | |
| Current Account | £ 20509.05 |
| High Interest account | <u>4093.61</u> |
| | £ 24602.66 |
| Less payments to go out | <u>12312.98</u> |
| Working balance | £ 12289.68 |

| | |
|---------------------------|-------------------|
| Held on deposit in Lloyds | £ 37500.00 |
| Balance in Lloyd | £ 49789.68 |

| | |
|---------------------------|-------------------------|
| Held in BIBS | £ 81860.51 |
| Held in Nationwide | £ 46279.56 |
| | <u>128140.07</u> |

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

Cllr Mathew congratulated the Council on its Climate Strategy Action Plan and reminded Councillors to complete the on-line consultation.

He was looking at the bike link from Batheaston to Bath and how this could be extended through to Box. It was suggested that the pavement could be cleared and made into a cycleway

He reported that there had been no representation from Box Parish Council at the recent CATG meeting when there were several issues on the Agenda which could not be discussed. Representatives should let the Full Council know if they cannot attend so that an alternative representative can be nominated. Cllr Smith agreed to come back on as a representative for future meetings. The Clerk will ask Gemma Winslow to ensure that the link for the meetings is sent out to the nominated representatives.

The next Area Board meeting will be held on 14th October. Dave Thomas from Wiltshire Highways would be giving details of the road resurfacing schedule. Cllr Mathew would like to ensure that roads are put back together after works had been carried out. He reported that there is money available through Area Board for grant applications. It was suggested that information on the grants could be put on the website and in the newsletters.

Flood Warden group – they are still to purchase the hydrosnakes. The grant from SSE for this is being held by the Parish Council. Money will also be spent on training which had been delayed because of Covid. Parish Councillors and volunteers will be involved in this.

15. Items of report and future agenda items:

- Solar panels on the Tractor shed – Cllr Smith asked that in light of the possibility of putting solar panels on the Tractor shed could the Parish Council look again at the electricity poles
- Bus stop – Fiveways: Cllr Smith reported that there needs to be some hardstanding as it is overgrown with weeds. The Clerk will report this to Wiltshire council
- White utility boxes Quarry Hill/Brunel Way – as there is no record of who owns these obsolete boxes it was asked if these could be removed and the new gigaclear box could be placed in that location
- Parish Business Plan 2021/22 – It was asked if this could be put on the website as soon as possible