



BOX PARISH COUNCIL

THE MINUTES OF A MEETING OF THE PLANNING AND CONSERVATION COMMITTEE HELD ON 14th JULY 2025

- 1. Present:** Councillors: S. Roche (Chair); R. Davies;
R. Haslett; R. Leach; T. Walton
Councillor B. Walton (observing)
Mrs Carey (Clerk) Mr S. Vickery (Clerk)
- 2. Apologies** Councillors: R. Duncan ; D. Dorey
- 3. Absent:** Nil
- 4. Public Question Time:** Mr Alex Barton attended to speak to the Committee re works in Quarry Woods
- 5. Declarations of Interest:** There were no declarations of interest
- 6. Minutes:** The Minutes of the meetings held on 9th and 26th June 2025 were taken as read and signed as being a true record
- 8. Matters Arising:**
 - a. Notice Boards:** Continue to monitor
 - b.** The Committee walked round and looked at the assets prior to the meeting

Viewing Platform:

It was **recommended** that Paul Emerson be asked to carry out the work to the damaged stones and copings in the total sum of £2700

It was agreed to ask James Long if they could clean the sign on the back wall

Action: Clerk

Clerk to send a further letter to Network Rail to clear the overgrowing vegetation from the Tunnel Portal and to carry out the repairs to the damaged balustrade.

Action: Clerk

The Fountain: This was in a good condition.

Clerk to ask James Long for advice and quotation for cleaning the stone work

Action: Clerk

The Pound: This was in good condition. Gates to be retreated.

Blind House: There is a small stone broken on the roof. Clerk to ask Paul Emerson to look at this and to also look at the pointing and quote for any necessary work. Open Spaces Manager to be asked to remove the weed trees and vegetation.

Action: Clerk

War Memorial: Paul Emerson had carried out the work to the War Memorial. Some of the shrubs are overlarge and are obscuring the view of the Memorial. It was agreed to reduce these drastically. Cllr B. Walton to speak to the OSM

It was also agreed to send a Highways Improvement Request Form to Wiltshire Council to ask them to relocate the road signs so that they do not obscure the War Memorial. Cllr Chamberlain to be copied in. **Action: Clerk**

The chains need repainting. Quotations for removing the chains for sandblasting and dipping to repaint to be obtained for discussion with the budget. **Action: Clerk**

Cllr B. Walton outlined a project to put foliage and poppies on a chain for Remembrance Day. The proposals were agreed and these will be submitted to the Parish Magazine with details of the knitted poppies.

Milestone by War Memorial: It was agreed to ask James Long if the lettering on the milestone could be painted in **Action: Clerk**

Information Board: The wording for the boards was agreed. Quotations to be obtained for three boards. Positioning to be agreed at each. **Action: Clerk**

Enforcement matters

Quarry Woods: The owner had complied with the necessary demolition works

- d. **Bus shelters:** Continue to monitor

A design for the mosaic to be drawn up and Clerk to contact the new Arts Officer at Wiltshire Council re the mosaic on the bus shelter at the Rising Sun **Action: Clerk**

9. Correspondence:

- a. **Works carried out in Quarry Woods including felling of trees:** Several letters had been received by the Parish Council regarding works carried out in Quarry Woods. These had been forwarded to the landowner. Mr Alex Barton spoke to the Committee. He explained that a large crack in the ground (five metres long and a metre across) had appear which was a health and safety issue. He had moved a considerable amount of soil onto the site to fill in the crack. In order to access with the machinery some trees had been removed. He is aware of the responsibilities of the triple SI site.

After discussion it was agreed that Mr Barton, as landowner, should write to Natural England and explain the situation and outline the mitigating circumstances, including photographs showing the crack in the ground. He will send a copy of the letter to the Parish Council.

- b. **Wiltshire Housing Land Supply Statement Briefing Note No. 25-04:** This had been circulated to the members of the Committee and the Neighbourhood Plan Steering Group.
- c. **Felling of trees on A4:** A large area of trees had been cut on the A4 opposite Box House without prior notification to the Council. It was agreed to raise this with Wiltshire Council highways to ask why this work had been carried out.

Action: Clerk

10. Applications granted permission:

PL/2025/00055	Former Retail Shop, 8 Market Place, Box Change of use of former retail premises to 2 bedroom dwelling
---------------	--

PL/2025/03859	Bencross House, Ben Cross Erection of side extension following demolition of double garage, erection of rear orangery and replacement porch and windows
PL/2025/03997	Hatt House, Box Works to LB. Proposed replacement irreparable windows. Repair schedules and Design and Access statement
PL/2025/05030	5 The Tynings, Box Hill Erection of garden building within the curtilage of the dwelling. Lawful Development Certificate

11. Applications considered: The following applications were considered

PL/2025/05440	Ashley Cottage, Ashley Box Cob nut tree – cut down and completely remove
	No objections. Work to be carried out by a tree surgeon in the Autumn
PL/2025/05534	Ashley Cottage, Ashley Box Walnut tree – reduction in overall tree size by a third
	No objections. Work to be carried out by a tree surgeon in the Autumn
PL/2025/05662	Braeside Cottage, Box Hill Variation of condition 6 (approved plans) on N/12/04171/FUL to allow for design changes
	The Committee needed more information. Clerk to contact the Planning Officer and defer this until the meeting on 31 st July

12. Neighbourhood Plan: The Draft Neighbourhood Plan had been submitted to Wiltshire Council for Technical Assessment which will take place over the next couple of months. There is still work for the Steering Group to do to the Character Areas

13. Forward Plan/Risk Assessment/Asset Register On-going

14. Items of report and future agenda items: Nil

15. Date of next meeting: Committee meeting – 11th August
Prior to Full Council on 31st July

Meeting closed at 8.00 pm

Chair