



## BOX PARISH COUNCIL

### **MINUTES OF THE COUNCIL MEETING** **HELD BY 28<sup>th</sup> NOVEMBER 2024**

- 1. Present:** Councillors: T. Walton (Chair); A. Barton; J. Clifford; R. Bean; R. Davies; D. Dorey; R. Haslett; N. Ingledew; I. Johnston; H. Parker; S. Roche; M. Tye; B. Walton; D. Wright

Mrs Carey (Clerk) Ms H. Barbrook (Assistant Clerk)

- 2. Apologies** Cllr R. Bolton ; Cllrs B. Mathew; D. Walters  
The apologies were accepted.

- 3. Absent:** Nil

- 4. Public Question Time;** There were 2 members of the public present.

- 5. Chairman's announcements and declarations of interest:** The Chair welcomed Cllr Haslett to his first Council meeting.

It was proposed that the next Full Council meeting scheduled for 19<sup>th</sup> December should start at 5.30 pm with drinks with the members of staff and members of the Neighbourhood Planning Steering Committee with the actual meeting starting at 6.30 pm. Any planning applications would be considered after the meeting.

Thanks were given to Cllrs B. Walton, Tye & Parker for creating the Christmas display around the Fountain and to Cllr Barton for supplying the tree.

There were no declarations of interest

- 6. Minutes:** The Minutes of the Council Meeting held on 31<sup>st</sup> October 2024 were agreed and signed as being a true record with one small amendment

- 7. Matters Arising from the Minutes:**

- i. **Climate Strategy Working Group:** Cllr Parker reported that further meetings were planned to progress ideas for the Rivers Festival

- 8. Committees:**

- i. **Cemetery Management** The Minutes of the Meeting held on 4<sup>th</sup> November 2024 were submitted and agreed.

Thanks were given to the Cotswold Wardens and the Community Payback Team for their work in the Cemetery

- ii. **Buildings Management:** The Minutes of the Meetings held on 11<sup>th</sup> November 2024 were submitted and agreed.

- iii. **Planning & Conservation:** The Minutes of the Meetings held on 31<sup>st</sup> October and 11<sup>th</sup> November 2024 were submitted and agreed.

**Resolved** unanimously by Full Council that the Planning & Conservation Committee endorses version 1 of the Neighbourhood Plan and authorizes the Steering group to carry out further work and amendments ahead of the formal engagement with the Full Council early in the New Year

- iv. **Highways** The Minutes of the Meeting held on 18<sup>th</sup> November 2024 were submitted and agreed

**Resolved** unanimously that the Parish Council supports the Highways Improvement Request Form submitted by Mr Warren-Fisher re the health and safety issue of exiting from his property onto the B3109 and to forward this to LHFIG

**Resolved** unanimously that an Issue Sheet be submitted to LHFIG for replacing the road name sign at Burtons Lane

**Resolved** unanimously that an Issue Sheet be submitted to LHFIG requesting the installation of a Deer Warning sign on the B3109

**Resolved** unanimously that the Parish Council supports the Highways Improvement Request Form submitted by Mr James Reid re lack of visibility exiting from Lower Wadswick Lane onto the A365 and to forward this to LHFIG

- v. **Personnel:** The Minutes of the Meetings held on 4<sup>th</sup> and 25<sup>th</sup> November 2024 were submitted and agreed

**Resolved** unanimously that any additional hours worked by the Clerk be paid monthly in arrears

**Resolved** unanimously that the Statutory Pay Award of an increase of £1290 pa (pro rata) backdated to 1<sup>st</sup> April 2024 be accepted

**Resolved** unanimously that the Redundancy Policy be adopted with no changes

**Safeguarding Policy:**

It was agreed unanimously that the Designated Safeguarding Officer should be the Clerk

It was recommended that it was obligatory for all members of staff, and advisory for all Councillors to undertake the online Safeguarding training. This will be mandatory for all Councillors after the elections in May

**Resolved** unanimously that the Safeguarding Policy be adopted with the necessary changes

The adverts for the two vacancies with the Parish Council to be put on the Notice Boards.

- 9. To receive any urgent correspondence:** Nil

**10. Items for discussion:**

- **The consultation to enable remote attendance and proxy voting at local authority meetings** was discussed and it was agreed that Councillors send responses to the Clerk by 6<sup>th</sup> December for further discussed at the Finance & Governance meeting on 9<sup>th</sup> December.

**11. Finance:**

**Additional Accounts for payment;** The following additional accounts were agreed for payment

Ultra-Warm Ltd	-	New thermostat Pavilion	279.60
Mrs. M. Hoskings	-	Ecological report	200.00
Playsafety Ltd	-	Resistograph test	330.00
Wiltshire Bobby Van Trust	-	Grant	520.00
Corsham Windband Association	-	Grant	500.00
Box Parish Magazine	-	Job Advertisements	67.00
Cotswolds National Landscape	-	Yellow rattle seed (Cemetery)	51.19
Clear Insurance	-	Motor Insurance renewal	1230.92

**Statement of balances**

**Lloyds**

Current Account	£ 19040.36
High Interest account	<u>38089.14</u>
	£ 57129.50
Less payments to go out	<u>3661.24</u>
Working balance	£ <b>53468.26</b>

Held on deposit in Lloyds	£ 25000.00
<b>Balance in Lloyds</b>	£ <b><u>78468.26</u></b>

Held in <b>BIBS</b>	£ <b>83873.95</b>
Held in <b>Nationwide</b>	£ <b><u>57748.52</u></b>
	£ <b><u>141622.47</u></b>

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

Cllrs S. Roche, M. Tye. T. Walton and the Assistant Clerk attended the WALC Conference on Tuesday 5<sup>th</sup> November and outlines the sessions that they had attended.

It was reported that there had been a further meeting of the Tennis Courts Working Group. A personal donation of £5000 had been received and £2500 had been received from Box Revels. This means that one of the tennis courts could be resurfaced and this will be discussed at the Playing Fields Committee meeting.

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

- Cllr Bean raised the Ecology Report and the walk round with Daniel Part in June when TPO on trees had been discussed. Cllr Tye confirmed that this would be on the Agenda for the next Cemetery Management meeting
- The Community Pay Back team will be on the Lower Common on 29<sup>th</sup> December

*Meeting closed at 8.15pm*

**Chair**