

# BOX PARISH COUNCIL

Mrs.M.S.CAREY  
Clerk to the Council

COUNCIL OFFICE  
THE PARADE  
BOX  
CORSHAM  
WILTS SN13 8NX

**Office open to public**

Monday & Thursday

9.30 – 12.30

or by appointment

Telephone: 01225 742356

Email: [mailbox@boxparish.org.uk](mailto:mailbox@boxparish.org.uk)

Website: [www.boxparishcouncil.gov.uk](http://www.boxparishcouncil.gov.uk)

20<sup>th</sup> July 2023

Dear Councillor

You are summoned to attend a Meeting of the Box Parish Council to be held in the **The Pavilion, Valens Terrace, Box** on **Thursday 27<sup>th</sup> July 2023** commencing at **7.30 pm** to consider the following Agenda. Any apologies for absence should be sent to the Clerk prior to the meeting.

Yours sincerely

*M.S. Carey*

**Clerk**

## AGENDA

1. To receive any apologies for absence
2. Public Question Time – to receive questions from members of the public – time allowed 15 minutes
3. Chairman’s Announcements and Declaration of Interests relating to the Agenda
4. To receive the Minutes of the Council Meeting held on 29<sup>th</sup> June 2023, update on issues and to consider any matters arising from these minutes
  - Proposed Car Boot sale on 30<sup>th</sup> July – update on arrangements and Risk Assessment
  - Update on vacancies on Parish Council
  - Report from the Communications Working Group and suggested Terms of Reference
  - Climate Strategy Working Group – update
5. Committees
  - i. Cemetery Management: To receive the Minutes of the Meeting held on 3<sup>rd</sup> July 2023
    - Recommendation re investment of Hobbs Bequest
  - ii. Planning & Conservation: To receive the Minutes of the Meeting held on 29<sup>th</sup> and 10<sup>th</sup> July
  - iii. Pavilion & Buildings Management: To receive the Minutes of the Meeting held on 17<sup>th</sup> July
    - Hot water taps in toilets: To consider the quotation for the replacing of two taps
    - Recommendation that the responsibility for the Tractor Shed be moved to this Committee but the budget codes would remain unchanged
    - Recommendation that the name of the Committee be changed to the “Buildings Management Committee”
    - Revised dates of Committee meetings – To agree the revised Calendar
  - iv. Personnel: To receive the Minutes of the Meeting held on 24<sup>th</sup> July 2023 (to follow) and to consider any recommendations
6. To receive any urgent correspondence
  - To consider a new premises Licence application for Closes Farm, Kingsdown
  - Damage to red telephone box, Henley Lane
  - Request to hold a weekly market on the Car Park
7. Items for discussion: Nil
8. Finance

Accounts: To receive any accounts for payment and statement of balances
9. Chairman’s Diary, Representatives’ reports and report from County Councillors –
  - Cllr Davies – report on the LHFIG meeting of 19<sup>th</sup> July 2023
10. Items of report and future Agenda items
11. Dates of forthcoming meetings:

*Playing Fields Management – 7<sup>th</sup> August; Finance & Governance – 14<sup>th</sup> August; Planning & Conservation – 14<sup>th</sup> August; Box Hill & Rudloe Open Spaces - 21<sup>st</sup> August; Highways – Thursday 24<sup>th</sup> August; Full Council – 31<sup>st</sup> August*

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