

# 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

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

23<sup>rd</sup> May 2024

Dear Councillor

You are summoned to attend the Annual Meeting of the Box Parish Council to be held in the **Pavilion, Valens Terrace, Box** on **Thursday 30<sup>th</sup> May 2024** 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*

**Mrs M.S. Carey**  
**Clerk**

## **AGENDA**

1. To receive any apologies for absence
2. Election of Chair of the Council for 2024/25 and Declaration of Acceptance of Office
3. Election of Vice Chairman of the Council for 2024/25
4. Composition of Committees and Election of Committee Chair
5. Composition of the Finance & Governance Committee
6. Composition of Personnel Committee
7. Standing Orders/Code of Conduct – reminder to Councillors to familiarise themselves with the contents
8. To agree the Calendar of Meetings for 2024/25
9. Appointment of Representatives to sit on outside bodies – list attached

### **Ordinary Business**

10. Public Question Time – to receive questions from members of the public – time allowed 15 minutes
11. Chairman's Announcements and Declaration of Interests relating to the Agenda
12. To receive the Minutes of the Council Meeting held on 25<sup>th</sup> April 2024, update on issues and to consider any matters arising from these minutes
  - Climate Strategy Working Group – update
  - Great West Way – to agree the wording of the text for the article to be placed on the Great West Way website (copy attached)
13. **Committees**
  - i. **Cemetery Management**; To receive the Minutes of the Meeting held on 2<sup>nd</sup> May 2024
  - ii. **Planning & Conservation**: To receive the Minutes of the Meeting held on 13<sup>th</sup> May 2024  
  
**Recommendation** that the repairs to the War Memorial be carried out in the sum of £700  
  
**Recommendation** that the repairs to the pointing on the Fountain be carried out in the sum Of £250
  - iii. **Buildings Management**: To receive the Minutes of the Meeting held on 13<sup>th</sup> May 2024

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**Recommendation** that two new 50cm electric cookers with ceramic hobs be purchased from ao.com at a cost of £299 each

iv. **Highways** – To receive the Minutes of the Meeting held on 20<sup>th</sup> May 2024

**Recommendation** that the offer for a someone from the Crime Commission come out and look at the road safety of the B3109 in the vicinity of the Corsham school Broadwood site

**Recommendation** that an Issue Sheet be submitted to ask Wiltshire Council to look at whether the cars parked at the bottom of Hazelbury Hill are causing problems with access for emergency vehicles and refuse collection lorries

**Recommendation** that an Issue Sheet be submitted to Wiltshire Council to ask what could be done to improve the safety on the B3109 on the stretch of road near Wadswick Country Store following the two recent bad accidents

**Recommendation** that an Issue Sheet be submitted for a sign at Ditteridge warning that there are children/pedestrians on the road. This could be sited where the road veers to the left by Ardgay House just before the junction to Jamies Farm

v. **Personnel Committee**; To receive the Minutes of the Meeting held on 23<sup>rd</sup> May 2024 and to consider any recommendations made (to follow)  
Members of the public will be excluded if any items of confidentiality are discussed

14. **Items for Discussion**

- To consider any issues arising from the Annual Parish Meeting
- To considers applications for grants from Box Primary School; Box Bowls Club and Wiltshire Search and Rescue

15. To receive any urgent correspondence

- New councillor's training workshop

16. **Finance**

**Annual Governance Accountability Return**

To receive additional accounts for payment

To receive the statement of balances

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

18. Items of report and future Agenda items

19. Dates of forthcoming meetings:

*Playing Fields – 3<sup>rd</sup> June; Planning – 10<sup>th</sup> June; Finance & Governance – 10<sup>th</sup> June; Box Hill & Rudloe – 17<sup>th</sup> June; Full Council - 27<sup>th</sup> June*