



BOX PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING **HELD ON 25th JULY 2019**

- 1. Present:** Councillors: S. Parker (Chairman); N. Botterill; R. Campbell; R. Case; J. Cox; R. Davies; D. Evans; S. Gould; V. Hill; R. Smith; M. Tye; J. Whitford; A. Woollard
Mrs Carey (Clerk)
- 2. Apologies:** Wiltshire Councillors B. Anderson; B. Mathew
- 3. Absent:** Cllr Moore
- 4. Public Question Time:** There were two members of the public present.
Beverley Youdan gave a short presentation on Nordic Walking and asked permission to run classes on Box Recreation Ground. A four week course for one hour a week would be £30 and it would be proposed to run these continually.

David Wright raised the following questions:

Box Parish Council is requested to produce a Rudloe Community Centre “options Analysis” paper. The purpose of the paper is to evaluate the cost and benefits that Box Parish Council could provide to the local community if the Rudloe Community Centre was transferred from Wiltshire Council to Box Parish Council. The “Options Analysis” paper should consider the following:
 - Community Centre cost of ownership (maintenance and running costs)
 - Revenue opportunities for Box Parish Council parishioners – commercial rental opportunities
 - Community benefits for the Rudloe Community – Box Parish Council is requested to engage with the Rudloe parishioners in order to determine the community benefits
 - Welfare benefits for the Rudloe Community – Box Parish Council is requested to engage with the Rudloe parishioners in order to determine the welfare benefits
He also asked that due to the recent tragic event at box Bowling Club, Box Parish Council is requested to consider the siting of a defibrillator on or near Box Recreation Ground

These issues will be discussed at the Policy & Finance Committee meeting
- 5. Chairman’s announcements and declarations of interest:** There were no declarations of interest.
The Chairman stated that the Council had been elected to make decisions on behalf of the whole parish and should not be dictated to by one or two individual people. All Councillors should be respectful to each other.
- 6. Actions:** See Appendix to the Minutes
- 7. Minutes:** The Minutes of the Council Meeting held on 27th June 2019 were taken as read and signed as a true record
- 8. Matters Arising:** Nil

9. Presentation by Cllr Cox re taking on an Apprentice and other options: Cllr Cox read out a statement which would be circulated to all Councillors and is attached to these Minutes. She stated that no questions relating specifically to individual members of staff should be raised. Cllr Cox will ascertain whether, at the end of the two years, the Apprentice would achieve a level 3 qualification and will find out more information re work experience.

Councillors were asked to reflect on the various options and to raise any questions with either the Clerk or Cllr Cox. A formal decision would be made at the August Full Council meeting.

10. Review of Actions table: After discussion on how the format was working it was recommended that a traffic light system for the actions should be used. The Actions table would be presented as a separate attachment at the end of the Minutes. This was unanimously agreed.

11. Role of Representatives from user groups at Committee meetings: After discussion it was agreed that any representative should become part of the Committee and be able to join in debates but would not be allowed to have a vote. The Terms of Reference for the Council and Committees will be amended to reflect this decision.

12. Policy & Finance Committee: The Minutes of the meeting held on 8th July 2019 were submitted

Recommendation to change the name of the Box Hill Common & Rudloe Management/Rights of Way Committee: It was unanimously resolved to change the name to the Box Hill & Rudloe Open Spaces Committee

Discussion on purchase of shredder and other tools and equipment: Cllr Case submitted the reports that had been circulated. She stressed that Council employees should not be using their own tools and it was agreed to obtain prices for a Reciprocating Saw and some Long Loppers. Cllr Parker stated that she had spoken to Colin Bush who had recommended that the Council purchase a Titan pro wood chipper at a cost of £1400 instead of a shredder. After discussion it was **resolved** by 8 votes in favour, 4 against and 1 abstention to arrange a demonstration of both a shredder and a chipper and to purchase whichever was the most suitable.

Discussion on name badges for Councillors and staff: It was unanimously agreed to obtain identification badges for Councillors and members of staff. It was resolved that these would require photographs.

Discussion on sponsors for flower tubs: Cllr Whitford reported that there are a total of 18 flower tubs around the village. It was resolved that the Playing Fields & Pavilion Management Committee would take responsibility for these including the area in front of Vine Court. Mr Rich from the Secret Nursery had supplied 22 boxes of bedding which had been planted in the tubs. The Secret Nursery had offered to supply all the flowers for the year and a sticker would be put on the tubs to say that these had been sponsored by them. An article would be put in the Parish Magazine to advertise this. It was resolved to accept Mr Rich's offer to supply the flower next year.

13. Playing Field & Pavilion Management Committee: The Minutes of the meeting held on 1st July 2019 were submitted.

The wording in item 15 paragraph 3 would be changed from "sub-committee" to "working party"

14. Planning & Conservation Committee: The Minutes of the meeting held on 27th June and 8th July 2019 were submitted

Neighbourhood Plan: It was reported that the Steering Group had obtained a grant of £5045. A questionnaire was being drawn up and this will be available shortly on line and in paper format.

Rural Housing Needs Survey: The final report had been published

15. Personnel Committee: The Minutes of the meeting held on 15th July 2019 were submitted.

The **recommendation** to change the job titles for two members of staff to Open Spaces Groundsman and Open Spaces Groundsman's Assistant was agreed.

16. Highway Issues:

- Metrocount at Kingsdown – this had been submitted
- Highways Improvement Request Form – received from a parishioner regarding the Old Toll Road – The Parish Council agreed not to support this
- Road closure notice – Prospect to be closed on 2-4 September for a new gas supply
- Cllr Smith reported that four refuse bins are being left out on the pavement too close to the pedestrian crossing. Clerk to write and ask for these to be removed as they are blocking the view of pavement.
- It was suggested that Wiltshire Council be asked to paint "School" on the main road. The Parish Council supported this. Cllr Smith to submit the form.
- Cllr Davies raised concerns about the proposed diversion on the B3109 from August – November with the diversion via Park Lane, including the buses. He was concerned about the number of cars parked along Park Lane but other Councillors expressed the view that this could in fact slow the traffic down

17. To consider any issues for the Area Board:

- The grant for the Neighbourhood Plan
- Supply of electricity to the Tractor Shed on the Recreation Ground
- Successful Revels, Campfest and Bastille Day events

18. To receive any urgent correspondence:

- Requests for use of the Recreation Ground;** Two requests received, one from the Nordic Walking group and the other from a lady looking to start a fitness bootcamp on the lower Recreation Ground, including the basketball court, on a Monday morning, Wednesday evening and possibly one morning over the weekend. It was agreed to discuss this at Policy & Finance to look at the implications and the issuing of the necessary Licence.
- Inappropriate use of the By Brook:** Three letters of complaint received from local residents who live by the By Brook regarding the behavior of youngsters in the evenings and at weekends. The Clerk has spoken to the PCSO who agreed to take the issue up with Corsham School. The Clerk has also told them to contact the police direct.
- Blocked footpaths:** Details of blocked footpaths passed to the Cotswold Wardens.

19. Additional accounts for payment:

The following accounts were presented and approved for payment:

Cheques

A.L. King Roofing Ltd	-	Repairs to Pavilion leading	748.80
Glasdon UK Ltd	-	Picnic table	645.73
SSE	-	Council Office - Electric	57.73
		Gas	116.52
		Pavilion - Electric	201.09
		Gas	200.40
		Chapel - Electric	42.99

BACS

Mirage Signs	-	Parish signs	1776.00
Fire Alarm Consultancy Ltd	-	Repairs to unit	330.60
Consortium	-	Copier paper/stationery	59.14
Avoncrop Amenity Products	-	White liner	226.92
Westcare Supply Zone	-	Refuse sacks	80.06

<u>Direct debits</u>			
Fuelcard services	-	Diesel/petrol	141.30
Plusnet	-	Tel Office	36.84
Plusnet	-	Tel Pavilion	29.98
Fuel Card services	-	Petrol	29.21
 <u>Debit card</u>			
Tanks Direct Ltd	-	Water tank	158.10
Cupboards Direct	-	Cleaning cupboard	216.60

20. Statement of Balances: The statement of balances as follows prior to cheques signed today:

<u>Lloyds</u>	
Current Account	21508.60
High Interest account	<u>2358.38</u>
	£ 23866.98
Less payments to go out	<u>3189.52</u>
Working balance	£ 20677.46

Held on deposit in Lloyds	£ 37500.00
Balance in Lloyds	£ 58177.46

Held in BIBS	£ 80587.72
Held in Nationwide	£ 55426.24

21. Chairman's Diary; Representatives report; Report from County Councillors: Nil

Cllr Parker reported that she had been invited to Corsham School to look at the design of the mosaic for Rudloe. She showed photos of this to the Council

Cllr Campbell reported on the MoD Liaison meeting. He stated that the MoD would be recruiting an addition 3000 personnel – work was being done on a visitors car park. Skynet Drive had been closed. Open Family Day to be held on 28th September. Cllr Campbell will circulate his report to the Council.

Cllr Campbell reported that he had met with Caroline Moorhouse to discuss the structure of the new website.

22. Items of report and future Agenda items:

- a. **Bridge survey:** The closing date for the survey was the 31st July
- b. **Camera on the Chapel:** Cllr Hill reported that he was accessing information from the camera
- c. Cllr Whitford apologised for missing the Personnel meeting. The Committee will look at alternative times for the future meetings.

23. Co-option to fill the vacancy on the Parish Council: The members of the public were excluded for the following confidential item in accordance with the Public Bodies (admission to meetings) Act 1960

One application for co-option had been received. A secret ballot was held and Mrs Bronwen Walton was duly elected onto the Council with 10 votes in favour and 3 against

Chairman

Meeting closed at 9.50 pm

