



BOX PARISH COUNCIL

Email: clerk@boxparishcouncil.gov.uk
Website: www.boxparishcouncil.gov.uk

22nd February 2024

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 29th February 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.

Members of the public are welcome to attend the meeting

Yours sincerely

M.S. Carey

Clerk

A G E N D A

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 25th January 2024, update on issues and to consider any matters arising from these minutes
 - Climate Strategy Working Group – update
5. **Committees**
 - i. **Personnel**: To receive the Minutes of the Meeting held on 24th January 2024

Recommendation that as the current Clerk's role and contract was changing from 1st April 2024 the gratuity which has accrued should be paid.

- ii. **Playing Fields Management**: To receive the Minutes of the Meeting held on 5th February 2024

Recommendation that, for Health and Safety reasons, the Groundsmen are asked to remove the Thomas the Tank Engine from the Under 7s Play Area

Recommendation that the agreed hiring fee of £10,000 (£6800 to cover the Greens Maintenance Contract; £600 for the irrigation system; £100 contingency and £2500 for materials) with Bowls Club, should be paid over a twelve month period at a cost of £616.66 per month plus the monthly cost of the materials used by ASMC

Recommendation that the revised contract for the use of the Bowling Green to include these changes be accepted

Recommendation that the refund of the VAT in the sum of £3853 + interest should be repaid to the Bowls Club with the advice that they earmark this money for future unforeseen expenditure required on the Green

Recommendation that permission be granted in principle to hold the Festival of Women's Cricket on the lower part of the Recreation Ground on 14th July and 15th September, subject to receipt of an acceptable Risk Assessment and Health and Safety procedures and subject to not clashing with the football club on 15th September

- iii. **Finance & Governance**: To receive the Minutes of the Meeting held on 12th February 2024

Recommendation that the Protocol for recording an apology for Councillors at Parish Council meetings be adopted.

Recommendation that the Protocol for dealing with challenging interactions with parishioners be adopted

Recommendation that the offer from T.H. White to buy back the Mule at the end of the lease hire period at a cost of £4500 be accepted

Recommendation that the issue of the insurance for the Flood Wardens should not be pursued any further by the Parish Council as it is the Council's view that it is the Wiltshire Council's responsibility

Recommendation that the endorsement by the Parish Council, as worded, be sent to the Community Payback Team

Recommendation that the proposed increase in matched funding from £200-£250 be agreed

iv **Planning & Conservation**: To receive the Minutes of the Meetings held on 25th January and 12th February 2024

v. **Box Hill & Rudloe Open Spaces**: To receive the Minutes of the Meeting held on 19th February 2024

Recommendation that the quotation from Marcus Mitchell for the restoration of the retaining wall at Albion Terrace in the sum of £18,400, spread out over four phases, be accepted and that the work to the first phase at a cost of £7.2K be carried out – to be funded from the 2024-25 budget.

Recommendation that the request to create a turning circle on the middle Common adjacent to Albion Terrace be refused

Recommendation that the quotation from Tree Parts Ltd for the second phase of the work in Lacy Wood be accepted in a sum not to exceed £5,000

Recommendation that the designs for the Interpretation Boards to go on the lower Common and at the Orchard be accepted. The work will be carried out by idVerde

Recommendation that the £12,000 currently in the budget as a Fund for Rudloe be used by the Rudloe Community Association towards the start up costs related to the reopening of the Community Centre. This money can be used for matched funding from the Area Board etc.

Recommendation that permission is given to hold an Easter Egg hunt on the Common on Sunday 31st March

6. To receive any urgent correspondence

- Letter received re repairs to the red telephone box Henley Lane
- Sewer relining works within Box Recreation Ground – letter from Wessex Water re the proposed works w/c 15th April 2024
- SuDSPods in Box – letter from Wessex Water
- Wiltshire Council Highways Maintenance Programme 2024/25 – 2029/30

7. **Items for discussion**

- Best Kept Village Competition
- Parish Council Boards – distribution of non-parish council notices

8. **Finance**

Accounts: To receive any accounts for payment and statement of balances

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

10. Items of report and future Agenda items

11. Dates of forthcoming meetings:

Cemetery Management – 4th March; Planning & Conservation – 11th March; Buildings Management – 11th March at 7.30 pm; Personnel – 25th March; Full Council – 28th March