

# BOX PARISH COUNCIL

**Mrs.M.S.CAREY**  
Clerk to the Council

## Office Hours

Monday & Thursday  
9.30 – 12.30  
or by appointment

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Website address:

**COUNCIL OFFICE**  
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Dear Councillor,

5<sup>th</sup> August 2025

You are summoned to a meeting of the **Finance and Governance Committee** to be held **at the Parish Council Offices** on **Monday 11<sup>th</sup> August 2025** commencing at **7.30 p.m.** to consider the following Agenda.

Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely

*M.S. Carey*

**Margaret Carey**  
**Clerk**

## A G E N D A

1. To receive any apologies for absence
2. Declaration of Interests relating to items on the Agenda
3. Public Question Time
4. To receive the Minutes of the Finance & Governance Committee Meeting held on 9<sup>th</sup> June 2025 and any matters arising from the Minutes
  - Parish Council Carbon Audit – further update
  - Combined Prepare/Resilience Plan – update on meeting with Renate Malton
  - Selwyn Hall wall – quotation from Paul Emerson following the report from Giraffe
  - Defibrillators – letter from Juliette Slight re transfer of funds
5. Review of Policies
  - To consider a remuneration (in addition to allowances) policy for councillors in line with the latest practice
6. Financial matters
  - To consider any accounts for payment
  - Bank Reconciliations – appointment of Councillor to carry out review for June/July
  - Clerk's report for 1.6.25 – 31.7.25
  - Monitoring reports.
  - Insurance claim – update re stolen viewing bench at Quarry Hill.
7. Legal Matters – update
  - Repairing Licence for Rudloe Green, goal posts and notice boards – letter from Will Gray WC.
  - Application for an alcohol licence at Westwood Rd, Rudloe.
8. Items for Discussion
  - Safeguarding training session for all Councillors - update
  - Public liability cover for advertising by groups
  - Purchase of IT Publisher
  - Working Groups of the Parish Council and their Terms of Reference – further discussion.
  - Identifying location and labelling of Box PC litter bins, benches and bus shelters.
  - Grants timeline and 2 x current bids (Wind band and Heritage trail).
  - Parish Tree Survey leading to Tree Management Plan – tender.
  - Bus hopper link – hamlets to A4.
9. To receive any correspondence
  - Letter from Hunter French re the windows in the Lodge
  - Letter received on parking at Middle Hill Common.
10. Forward Plan/Risk Assessment and Asset Management – update
11. Items of report or future agenda items
12. Date of next meeting – 13<sup>th</sup> October 2025