

# BOXFORD PARISH COUNCIL

## MINUTES OF THE MEETING OF BOXFORD PARISH COUNCIL HELD AT ST.ANDREW'S CHURCH ON MONDAY 6<sup>th</sup> JULY 2015

Present: Mr.P.Kilding (Chairman)  
Mr.A.Britton  
Mr.M.Hayes-Newington  
Mr.C.Oliver-Bellasis  
Mrs.V.Sandars  
Mr.P.Thompson  
Cllr. P.Bryant  
Mr.S.Clark West Berkshire Council Principal Engineer  
Mr.M.Appleton for the Village Hall Committee  
Mrs.S.J.Appleton (Clerk)

### Action

1. There were no apologies.
2. **Declarations of Interest** – Mr.C.Oliver-Bellasis - Boxford Flooding Issues – Brook Cottage
3. **Report from Stuart Clark** – Principle Engineer West Berkshire Council re possible flooding issues in Boxford.  
Mr. Clark reported that the drainage channel to the weir was blocked with tree roots, which West Berkshire Council would clear before the end of September. For those who were new to the Parish Council, he reported that West Berkshire Council had received DEFRA funding of £68000 to undertake a study of flood risk in the parish after the July 2007 flood incident. The study had concluded that no flood defence scheme was possible but recommended that property level protection should be offered to properties at risk. Building surveys had therefore been undertaken for each property and the reports sent to homeowners for comment. Sourcing products, considering installation in the listed properties and the relevant building/planning consents would take time. Extreme storm events are expected to be more frequent. Problems with any watercourses within the parish are best dealt with at a local level but failing that, should be reported to West Berkshire Council. The Chairman thanked Mr.Clark for his report.
4. **Approval of the Minutes of the Parish Council AGM and Meeting held on 18<sup>th</sup> May 2015** were unanimously approved (prop.VS; sec.AB.)
5. **Financial Matters**  
The status of the bank accounts and the prognosis were noted including the new designated fund for the defibrillator. Fundraising for the defibrillator from the PCC and Boxford Boars had been received totalling £2370. The Member's Bid Playground Project had been completed. Cllr Paul Bryant was thanked for his efforts in securing the grant. VAT would be returned to West Berkshire Council when the claim had been refunded to the Parish Council.  
**Bank Mandate:** Not all councillors had been to HSBC with ID. All Councillors were urged to do this as soon as possible so that cheques could be written. Payments were being made by BACS in the interim **except for** payments to the Clerk. **All Councillors**  
**Approval of expenditure:** £100 Election expenses; Councillor Training £192; Postage £10.35; Defibrillator £ 1658.10 (prop. MHN; sec. PT.)
6. **Planning Matters**  
**Planning Application Protocol**  
Whilst the principal of having a planning meeting for every planning application was the best option, the time frame for arranging such a meeting between the full meetings of the council was

# BOXFORD PARISH COUNCIL

## Minutes of the Meeting of Boxford Parish Council held on 6<sup>th</sup> July 2015/ page 2 Action

deemed to be impractical. Councillors were currently notified by email of planning applications, which could be viewed online. The Parish Council in practice objected to few planning applications. It was therefore agreed that in future, if a councillor had a valid reason to object to a planning application, that he/she emailed the Clerk who with the agreement of the chairman, would convene an EGM immediately, open to the applicant and the public. A quorum for such a meeting would be three. **All**

The Parish Council had no objections to the following planning applications: 15/01242/HOUSE 128 Wickham Heath; 15/01460/HOUSE Bridge Cottage and 15/01455/TELE Telecommunications Mast Wyfield Manor.

West Berkshire Approvals: 15/01242/HOUSE 128 Wickham Heath; 15/00418/HOUSE Shrubbery Cottage; 15/01049/HOUSE Quinces; 15/00924/LBC2 Boxford House; 15/01050/CERTE Mill House; 15/01002/HOUSE Devoran; 15/00915/HOUSE Hillside. The Strawberry Hill House application had been withdrawn.

### 7. **Parish Defibrillator**

Following an open Village Meeting held on Monday 29<sup>th</sup> June at which it was agreed to purchase a defibrillator for the village, funded by a sponsored run and half the proceeds of the Open Gardens, a defibrillator has been ordered via Colin Marner and the South Central Ambulance Service (SCAS). It will be installed in the church porch and checked by the PCC, the capital cost (£1658.10); installation (£331.20), running costs (£30 per annum electricity), battery replacement every 5 years or 200 shocks (£125) and replacement pads (£15 single use) will be borne by Boxford Parish Council. The Parish Council will insure it. A vote of thanks was recorded for Colin Marner an ex Community First Responder with the SCAS, who had assisted with explanation at the meeting and with co-ordinating the ordering of the equipment through the SCAS. This had resulted in a 35% discount for the defibrillator and an 8% discount in the cost of the cabinet. A letter explaining the open village meeting and the conclusions, was hand delivered to all in the parish. An allocation of £600 had been set aside for training although donations would be sought. Some replies for training had been received.

Mr.Hayes-Newington had produced a paper "Boxford Resilient Communities" that serves to highlight public safety issues some of which might be addressed by the Parish Council. This paper will be circulated for discussion at the next meeting. **Clerk**

### 8. **To receive reports:**

- **Boxford Village Hall** – Mike Appleton on behalf of the Village Hall Committee reported that practical completion of the new Village Hall was 26<sup>th</sup> June 2014. The annual maintenance period had thus now finished and so the building contract was at an end. For the benefit of new councillors, he explained that the valuation of the old village hall site was £450,000. The total cost of the building including professional fees and boreholes was £486,000. Under the legal agreement between the Village Hall Council of Management and the developer Marbus, the developer built the new village hall for £405,000. Mr Marbus has now paid the balance of £45,000 due to the Council of Management, before the sale of either of the two houses. Greenham Common Trust offered a grant and a small loan to cover the balance, which has now been repaid by the Council of Management. The village have had to pay nothing extra for the new hall and the Council of Management has roughly the same amount in its accounts as it did before the start of the project. The Chairman thanked Mr Appleton for his report.

In response to a question about rats coming from an adjacent field to the Recreation Ground, Mr. Appleton reported that the chairman of the Council of Management had

# BOXFORD PARISH COUNCIL

contacted the landowner and the matter was being resolved. Councillors agreed that the rat problem was a national one.

Mr P. Thompson was unanimously elected the Parish Council Village Hall representative (prop.AB; sec.MHN.) **Clerk**

- **Bid to Sovereign Regional Panel Fund for off street parking** – the chairman explained that an application for driveway parking had been made by himself and the Clerk on behalf of and with the approval of Housing Association residents whose properties front the village road. Off street parking should ensure that the road is safer for themselves and other road users. The grant application for £9824 was made via GCT findmeagrant.
- **Conditions of highways, paths, stiles, trees and laybys** –the following will be reported to Streetcare – potholes from the church to Westbrook, Leckhampstead Road; Footpaths 15 impassable and Footpath 3 requires clearance. Inspection chamber on High Street still needs a kerb but the most important point raised was again, dangerous HGV usage of the Lambourn Valley Road. **Clerk**
- **Trees** –the tree officer had resigned. The PCC will reconsider this item on Wednesday.
- **Parish Room/Heritage Centre status report** – all the furniture had been delivered. The Boxford History Project Group (BHP) will now consider an official opening in November. The BHP's bid to the Heritage Lottery Fund to fund digs at three Roman sites has now been sent to a panel meeting on 27<sup>th</sup> July.

## 9. **West Berkshire Planning Roadshow** – no members were available.

### **Public Questions:**

State of the Coronation Bench – the chairman would consider repainting.

State of the Church Bench – was considered perfectly good.

Uncovered straw lorries causing a mess and blocking drains – an informal approach to landowners was considered as a first option.

Overhanging trees in Winterbourne Road – the Clerk would check with West Berkshire Council on action so far.

Meeting closed at 9pm

The date of the next meeting will be on Monday 7<sup>th</sup> September 2015 at 7pm at the church.