

# BOXFORD PARISH COUNCIL

## MINUTES OF THE MEETING OF BOXFORD PARISH COUNCIL HELD AT ST.ANDREW'S CHURCH ON MONDAY 7<sup>th</sup> SEPTEMBER 2015

Present: Mr.P.Kilding (Chairman)  
Mr.A.Britton  
Mr.M.Hayes-Newington  
Mr.C.Oliver-Bellasis  
Mrs.V.Sandars  
Mr.S.Clark West Berkshire Council Principal Engineer  
Mrs.S.J.Appleton (Clerk)  
2 members of the public

### Action

1. Apologies were received from Mr.P.Thompson and Cllr. P.Bryant

2. **Declarations of Interest** – none

3. **Report from Stuart Clark** – Principle Engineer West Berkshire Council re possible flooding issues in Boxford.

Mr. Clark reported that the attempt to unblock the gully outside the Mill House had been unsuccessful and another attempt would be made. For those who were new to the Parish Council, he reiterated that West Berkshire Council's consultant's study had concluded that no flood defence scheme was possible in Boxford but property level protection had been offered to properties at risk. A highway drainage ditch from a catch pit at Brook Cottage would connect to the river. No further action would be undertaken in Boxford. After discussion about the Westbrook, Mr Clark reported that work to increase the level of water in the Westbrook would have no impact on flood prevention but could serve to increase risk at Brook Cottage. He described the Westbrook as a land drain and requested that the Parish Council work collectively to ensure all channels and ditches in the parish were kept clear whilst protecting habitats. The Chairman thanked Mr Clark for his attendance and information.

Before the meeting commenced the Chairman requested that all members read the Good Councillor's Guide and follow a professional approach at meetings and elsewhere, as directed in the guide.

4. **Approval of the Minutes of the Parish Council Meeting held on 6<sup>th</sup> July and EGM of 18<sup>th</sup> August 2015** were unanimously approved (prop.PK; sec.AB.)

5. **Financial Matters**

The status of the bank accounts and the prognosis were noted. There were no questions. All members had completed the bank mandate. The External Auditor's Report approved the accounts after querying £5 Rate Support Grant. The cost of the query and restatement of the £5 income and precept figures cost an additional £25 + vat to fees.

The Defibrillator Fund stood at £2645.

The VAT refund of £698.26 for the playground equipment had been offered to but declined by West Berkshire Council.

**Approval of expenditure:** Mazars Audit Fee £150; Postage £11.30; Window Cleaner £44; Printing £83.60; Defibrillator installation £331.20; Resuscitation Training max £450 dependent on numbers and donations (prop. MHN; sec. AB.)

The clerk had queried the insurers additional premium for the defibrillator as the valuation of street furniture item was more than £92,000.

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## 6. Planning Matters

The Chairman referred to a proposal from C. Oliver Bellasis requesting that Parish Councillors' comments on planning applications be sent individually. He said that the Parish Council was required to give a collective or corporate response to West Berkshire Council but this did not preclude an individual councillor making a contrary comment as long as it was not in the name of the Parish Council.

The Parish Council had no objections to the following planning applications: 15/01751/House and 15/01752/LBC Mill House; 15/01460/HOUSE Bridge Cottage; 15/01455/TELE Telecommunications Mast Wyfield Manor

West Berkshire Approvals: 15/01242/HOUSE 128 Wickham Heath; 15/01460/HOUSE Bridge Cottage and 15/01455/TELE Telecommunications Mast Wyfield Manor.

## 7. Chairman's Report on Thames Valley Police Meeting

Regarding the incident of a fraudulent letter to the Planning Department, the Chairman reported that after receiving advice from David Holling Head of Legal Services at West Berkshire Council, he and the Clerk had attended Newbury Police Station. A statement was requested and taken by the police who took the matter seriously. Thames Valley Police advised they would be contacting Messrs. Britton and Thompson for statements.

## 8. To receive reports:

- **Boxford Village Hall** – Peter Thompson was unavailable to give a report. Deferred to the next meeting.
- **Defibrillator Training** – It was reported that a large number of people had signed up for training on 12<sup>th</sup> and 19<sup>th</sup> September.
- **Boxford Resilient Community Proposals** – Mr Hayes-Newington outlined his proposals, which would be formulated into a policy document for the next meeting. Amongst other proposals noted: Church signage had been addressed; another Community Responder was required; emergency links to be shown on Boxford website. **MHN**
- **Off street parking at Southfields** – it was agreed to draw Sovereign Housing's attention to the findmeagrants application still on the website to encourage action. **Clerk**
- **Condition of Highways, paths and stiles** – The following was noted: High Street passing places had been suggested by West Berkshire Council; kerb for BT manhole in High Street; Bags of rubbish dumped on High Street verge; straw lorries and high sided lorries causing damage; request a review by West Berkshire Council of overhanging trees and hedges; Parish email requesting pruning of trees and hedges overhanging highways and marking of stones on verges; near accident with HGV on the Valley Road. **Clerk**
- **Parish Room/Heritage Centre status report/Big Dig 2015** – Parish Room – official opening November 14<sup>th</sup> 2-4pm. The BHP was awarded £62,700 from the Heritage Lottery Fund for excavations at 3 Roman sites in Boxford. The Boxford Big Dig 2015 was very successful with plenty of small finds and a Roman bathhouse uncovered. Around 100 people visited the site on the Open Day. There were 48 diggers over the two-week period with at least 1 from every road in the village.

## 9. Public Questions: none

Meeting closed at 8.35pm

The date of the next meeting will be on Monday 2<sup>nd</sup> November 2015 at 7pm at the church.