

# BOXFORD PARISH COUNCIL

## MINUTES OF THE MEETING OF BOXFORD PARISH COUNCIL HELD AT THE OLD PARISH ROOM/HERITAGE CENTRE ON MONDAY 16<sup>th</sup> JANUARY 2017

Present: Cllr. M. Hayes-Newington (Chairman)  
Cllr. C. Oliver-Bellasis  
Cllr. P. Kilding  
Cllr. V. Sandars  
Cllr. P. Thompson  
Mrs. S. J. Appleton (Acting Clerk) **Action**

- Apologies for absence:** Cllr. A. Britton; Cllr.P.Bryant
- Declarations of Interest:** none
- Approval of the Minutes of Boxford Parish Council** held on 7<sup>th</sup> November 2016 was approved with amendments noted. (prop. MH; sec.VS.)  
**Matter arising not otherwise covered:** Annual Litter Pick on Earth Day – Saturday 22<sup>nd</sup> April from 10am “BIN IT FOR BOXFORD!”
- The following retrospective actions taken by Chairman and Vice Chairman in response to the resignation of Mrs. Lloyd were approved unanimously:**  
Acceptance of Mrs. Lloyd’s Resignation due to a family emergency;  
Distribution of advertisement for new Clerk  
Authorisation of temporary cover as Acting Clerk provided by Mrs. Appleton.  
It was further agreed that the Chairman would write a letter of invitation to prospective local candidates and that the interview date would be either Thursday 26<sup>th</sup> January or Thursday 2<sup>nd</sup> February 2017: date tbc. **MHN**
- Financial Matters**  
Details of the current and deposit accounts and the financial prognosis for the current year were noted. Bank statements and accounts were reconciled and signed by the Chairman. Councillors studied financial options for the year 2017-18 and bearing in mind expenses for the forthcoming year, unanimously agreed a rise in the precept of 6.95% making the precept £7999.67.  
Tenders for the Grounds Maintenance contract would be sent out this week. Councillors were asked to send details of any additional tenderers as soon as possible to the Clerk. **Clerk**  
(Note for March meeting: Retrospective approval was also required for a payment made by the MHN and VS of £480 for IT training.) **Clerk**  
Purchase of IT equipment covered by the Transparency Fund Grant would be purchased by the Chairman and reimbursed by the Parish Council. **MHN**
- Planning Applications**  
16/03428LBC and 16/03247/FUL Lower Farm, Ownham; 16/03533/HOUSE Highcroft (Stoneyhill) Westbrook: no objections.  
West Berkshire Council determinations: Approval for 16/02941/HOUSE 2 Shepherds Hill and 16/03167/LBC2 Little Thatch.

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## Action

### 7. To report status reports and actions:

**Re: Condition of highways, paths and stiles:** Pot holes in central carriageway through the village; flooding and subsequent ice rink outside Field House Westbrook; suggest a resolution of wet areas on footpath 15 to CEH and West Berkshire Council by filling low points with hazel faggots and covering with membrane and bark chippings – local supply of faggots available. **Clerk**  
BT Phone Box consultation - agreed to object to the removal on emergency grounds.

**Re: Village Hall** – Cllr. Thompson reported that the booking manager was retiring and a replacement was needed. The AGM was on 17<sup>th</sup> January 2017.

**Re: Lime Trees** – It was unanimously agreed to fell three making an application to West Berkshire Council on that basis and a letter sent to properties nearby. **MHN**

Three estimates had been received for the arboreal work and it was unanimously agreed to use JPH Handy.

**Re: Boxford Station Waiting Room/Bus Shelter** – It was agreed that the Chairman and Cllr Kilding would bring a schedule to the next meeting. People had offered time and expertise. In the interim, the Chairman would write an update for the Parish Email. **MHN/PK**

**Re: Clerk's Tree island** – the sign would be repaired by Mr. Tebble.

There were no questions from the public.

The meeting closed at 8.30pm. The date of the next meeting is on 6<sup>th</sup> March 2017 (VS gave apologies in advance.)