

BOXFORD PARISH COUNCIL

MINUTES OF THE MEETING OF BOXFORD PARISH COUNCIL HELD AT BOXFORD VILLAGE HALL ON MONDAY 7 NOVEMBER 2016

Present: Cllr. M. Hayes-Newington (Chairman)
Cllr. A. Britton
Cllr. C. Oliver-Bellasis
Cllr. P. Kilding
Cllr. V Sandars
Cllr.P.Thompson
Mrs Kim Lloyd (Clerk)

Action

1. **Apologies for absence.** none
2. **Declarations of Interest** –MH declared an interest in item 11.
3. **Approval of the Minutes of the Parish Meeting** held on 5 September 2016 was approved (prop. MH; sec. VS.)
4. **Open Forum** – an opportunity for members of the public to raise questions
5. **Planning Applications –Lower Farm, Ownham. Ref. 16/02601. Erection of veranda to rear elevation, erection of porch to front elevation.** – PC viewed application online; felt there was no reason for concern but no comments can be made as no site visit.

6 Financial Matters

To consider status and forecast of accounts 2016/17. **To approve expenditure:** Clerk payment for September /October - £445.22 - Mazars Audit - £120. - The Royal British Legion £25.00 (prop.MH sec. PK All cheques signed)

Government Precept Capping proposals -MH reported the government has become increasingly focused on capping tax raising flexibility for various tiers of local government. MH will write to Richard Benyon MP our local representative and Sajid Javid MP as the relevant minister, stating that we feel this initiative is inappropriate and adds unnecessary costs to local democracy.

BALC subscription increase: MH reported BALC increase in subscription. All agreed to continue subscribing to BALC.

7. **Clerks Payroll Contract Agreement** – The Clerk reported the payroll service supplier had not agreed to PC terms and conditions. The Clerk had pursued further suppliers to try to obtain a quarterly year payroll to keep charges minimal. No payroll supplier found that submit a quarterly payroll. The Clerk suggested using Autela whom the Clerk used for other parishes as this supplier was proving to be satisfactory and competitive with other payroll suppliers. The Clerk read out the charges. All agreed to use Autela Payroll. MH signed the Autela contract. **Clerk**

BOXFORD PARISH COUNCIL

- 8 **Discussion on Budget and Precept setting ready for January meeting** – The Clerk gave each Councillor a financial budget and expenditure paper to 31 March 2017. The Clerk asked the councillors to review ready for the January meeting when the precept will be discussed and approved. (Deadline 31 Jan 17) The expenditure forecast to 31 March 17 is £4,630.41. To be considered of increase to this figure is inflation, the grass cutting maintenance contract, that is up for tender in January. The Clerk also mentioned salt bins are now the financial responsibility of the parish, MH confirmed Boxford does not have any salt bins. The Clerk mentioned the S136 was not in budget and should be considered. The Contingency budget item could be removed. Financial papers to be reviewed by all and to be set in January, Clerk will forward information through email on S137.
Clerk/All
- 9 **Lime Trees** – PC asked the Clerk to write to previous Clerk to ask what the sum being proposed is from a private subscription and who is proposing the donation (to be kept confidential). Clerk asked to contact three tree surgeons to get costs for crowning tree one and crowning all three trees and felling one tree and felling three. MH to draft a response to PCC.
Clerk/MH
- 10 **Boxford Station Waiting Room/Bus Shelter** – MH proposed the project deadline the end of 2017.
- 11 **Discussion of naming un-named road through Boxford.** – Following matters led to a number of people asking that this situation is resolved. Delivery / emergency vehicles are confused by the lack of a road name and consequently drivers asking for directions disturb residents living on Winterbourne Road. After discussion, PC agreed it should be given a name to help in directing drivers.

Actions: update draft letter for communication with residents including reminding people about name plates. Clerk to email WBC to inform them PC is minded the road should be named, and that we will communicate with them after a process of communication. – Clerk to distribute a letter to the community through parish news once received from MH. (copies to distribute along the road)
Clerk / MH.
- 12 **Discussion and thoughts on Community Members Bid Grant in January.** – The Clerk reminded PC the community members bid, which is a match funded grant from WBC, is up for submission in January. The bus shelter may be a consideration. The Clerk confirmed £480 in donations was received.
All
- 13 **Vote to support Cricket Club fundraising** – MH reported Boxford Boars are fundraising for a project to create an artificial wicket at the recreation ground. PC has been asked to officially lend support to this initiative, as it will improve the prospects for official grant fund raising. PC all agreed to supporting. MH to write to the Chariman to confirm they have PC support.
MH
- 14 **Councillors Questions and Reports** – Footpath 15 was brought to the Clerks attention of being overgrown, the Clerk reported WBC had already been notified and works should be

BOXFORD PARISH COUNCIL

carried out in due course.

COB raised the matter of an annual litter pick as the verges were beginning to fill with rubbish.

- 15 **Clerk Correspondence** – none to date all emailed.
- 16 **Matters for consideration and future discussion from open forum and Councilors questions and reports.** – Annual Litter Pick.

8.30pm Meeting Close - Date of next Meeting Monday 9 January 2016