

# BOXFORD PARISH COUNCIL

## MINUTES OF THE MEETING OF BOXFORD PARISH COUNCIL HELD AT THE OLD PARISH ROOM/HERITAGE CENTRE ON MONDAY 6<sup>th</sup> March 2017

Present: Cllr. M. Hayes-Newington (Chairman)  
Cllr. A. Britton  
Cllr. C. Oliver-Bellasis  
Cllr. P. Kilding  
Cllr. P. Thompson  
Mrs K Clinton (Clerk)  
District Cllr. P. Bryant  
Mrs. S. J. Appleton (Acting Clerk)

### Action

1. **Apologies for absence:** Cllr. V. Sandars
2. **Declarations of Interest:** MHN planning The Mill House
3. **Approval of the Minutes of Boxford Parish Council** held on Monday 16<sup>th</sup> January 2017 was approved. (prop. MHN, prop. PK)
4. The following **retrospective actions taken by Chairman and Vice Chairman in response to the appointment of Mrs. Kirsty Clinton as Clerk to Boxford Parish Council** from 1<sup>st</sup> March 2017 were approved. (prop. COB, sec PK)
5. **Financial Matters**  
Details of the current and deposit accounts for 2016/2017 and the financial prognosis of accounts for 2017/2018 were noted. **Approval of Expenses:** £546.93 Parish Council IT equipment; £30 Internal Auditor; £40 Autela Payroll Services; £27.50 Village Hall rent. The bank mandate and letter of authority for the new Clerk was approved and signed by MHN and PK. Costs for website training would be required at a later stage.
6. **Planning Applications**  
17/00052/HOUSE Mudhall Cottage Section 73 Variations – No Objections  
16/03552/HOUSE Lower Farm, Ownham – No Objections  
16/03565/LBC2 Mill House – No Objections  
17/00116/FUL Lower Farm, Ownham – No Objections  
16/031416/LBC2 Mill House – No Objections  
16/031418/LBC2 Primrose – No Objections  
16/03415/LBC2 Brook Cottage – No Objections  
17/00307/LBC River Cottage – No Objections  
ss16/03417/LBC Olivers Cottage – No Objections  
17/00412/HOUSE Hunts Green House – No Objections  
16/0342181LBC2 & 16/03247/HOUSE Lower Farm, Ownham – No Objections  
16/03533/HOUSE Highcroft – No Objections  
17/00122/TOC Tree works Application – West Berkshire Council has today requested withdrawal or amendment. This was discussed and rejected on the grounds of safety, environment and public consultation. The Chairman would draft a reply.  
**MHN**

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## Action

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

**Re: Condition of highways, paths and stiles:** Thank you to West Berkshire Council for patching parish roads. A formal thank you to be sent. **Clerk** Stuart Clark, will be inspecting the long-standing problem of a broken/leaking land drain on Wednesday 1.30pm. No councillor was available. It is suggested that one councillor is to be responsible for reporting highway problems to the Clerk as the Clerk is non-resident. **ALL**

**Re: Village Hall – PT** reported fund raising was on course for cricket pitch. **PT** to check that the Village Hall would be available for the Annual Parish Meeting. **MHN**

**Re: Lime Trees** – details under item 6. **MHN**

**Re: Boxford Station Waiting Room/Bus Shelter** – work will be done by the residents

**Re: Clerk's Tree island** – Repaired. A formal thank you for repair to the sign would be sent to Mr. Tebble. **Clerk**

**Re: Village Clean up** – Scheduled for 22<sup>nd</sup> April 2017.

The village hall and church have been requested to become emergency shelter options

There were no questions from the public.

The meeting closed at 8.45 pm. The date of the next meeting is on **15<sup>th</sup> May 2017**. 6pm AGM – election of officers and new chair. Further thoughts required for vice chair. The AGM will be followed by the normal bi-monthly PC meeting followed by the Annual Parish Meeting at 8pm.

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## **Part II Item**

AD Clerk was selected as the approved Grounds Maintenance Contractor for 2017 – 2020 at a sum of £5605 ex VAT.

It was agreed that a 75% subsidy would be offered to Boxford PCC for their grounds maintenance and a 50% subsidy would be offered to the Village Hall Committee.

Letters will be sent to the successful and four unsuccessful contractors.

**Clerk**

**DRAFT**