

# BOXFORD PARISH COUNCIL

## Boxford Parish Council Meeting

Held on Wednesday 15<sup>th</sup> January 2020 at 7.00pm in The Heritage Centre

### Present:

Cllr. P. Thompson (Chair)

Cllr. P. Kidling

Cllr. P. Harris

Cllr. M. Hayes-Newington (Vice Chair)

Cllr. J. Wilcox

Cllr. V. Sandars

Cllr. D. Benneyworth (Hungerford & Kintbury Ward)

S Youldon (Clerk)

### Apologies:

Cllr. C. Rowles (Hungerford & Kintbury Ward)

Cllr. J. Cole (Hungerford & Kintbury Ward)

	Action
<b>Declarations of Interest:</b> None	
<b>Minutes:</b> The November minutes were agreed and signed as an accurate record.	Resolved
<b>Matters Arising</b>	
<b>Highways – Proposed Naming Unnamed Road Church Road:</b> Following the extended consultation period, final input showed agreement from 34.5% of the affected residents, with another 10.3% supportive but with an alternative name. 17.2% objected to any name. This doesn't meet the required 75% agreement advised by WBC, Councillors agreed no further action.	Resolved
<b>Highways – Update on Drainage:</b> The long term blocked drain on Westbrook before Westbrook House has now been cleared and is flowing effectively. Since the clearance of the drains at the bottom of the High Street opposite The Bell water has been flowing better here. However, there remains a problem on the bend between The Church and the bridge. Clerk liaising with Highways on this. Agreed that flood warning signs would be beneficial as this is on a blind bend. Clerk to organise. In addition, it was reported that since the road was re-surfaced water has been puddling on the bend by the Jubilee bench. Clerk to discuss with Highways. It was also reported that the water is collecting significant at the end of Westbrook by the farm entrance. Agreed that concrete grips and drainage channels need to be installed here. Clerk to raise with Highways.	SY SY
<b>Flooding Arrangements:</b> The flood warden requested that a flood response plan be agreed and put in place in the Parish. Councillors agreed to add to the agenda at the March meeting, Cllr. C Rowles will also provide input on the subject at the March meeting. In the meantime, reminders will be sent out on the Parish email to remind any riparian owners of their responsibilities and also advise of the 2 <sup>nd</sup> March meeting. It was noted that the Environment Agency do send out annual reminders themselves. Flood warden requested details of riparian owners, this is not possible as it would be against data protection laws to provide if we did have it.	SY
<b>2020-2023 Grounds Maintenance Contract:</b> Clerk presented 3 quotes for the 3 year mowing contract, with the current contractor coming back with the lowest price of £6,100 a year with a rise in line with RPI for year 2 and 3. Councillors had received good feedback on the current contractors and agreed to award the contract to AD Clark. Clerk to send on contract. As discussed previously the cutting of the grass area to the right as you drive into Westbrook has been included on the new contract. WBC have agreed to remove the epicormic growth on the 4 Lime trees to allow this. WBC did question the ownership, however, Cllr. Bennyworth agreed to try and get clarification.	DB SY
<b>SEB Overhead High Voltage Lines:</b> Cllr. Hayes-Newington to map out location of current lines for the NWD Trust.	MHN
<b>Footpaths – Maintenance:</b> No action required at present.	
<b>Noticeboard:</b> Following further quotes Councillors had agreed on construction of a Oak notice board by Scott Youldon at a cost of £520. Clerk confirmed that the new board will be installed in the next week. Additional cost of post sleeves and postcrete agreed, as old post fixings were not reusable.	Resolved
<b>The Old Railway Shelter:</b> Clerk confirmed that the initial loading of the railway shelter onto the lorry did not go ahead due to overhead power lines and the fragility of the structure. Work has been done to sure	

Boxford Parish Council Clerk – Sarah Youldon

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<p>up the walls in preparation for lifting. Awaiting confirmation on when the haulier will be back to lift. Clerk shared that a second party has expressed an interest in the structure for restoration should further problems occur.</p>	SY
<p><b>Parish Plan:</b> The last Parish Plan was published in 2008, Councillors agreed that an update should be produced, Clerk confirmed they were useful to have for reference in planning applications and well as provide access to further grants. Clerk to find the 2008 questionnaire as a template. Councillors to put together a committee.</p>	All
<p><b>Planning Applications</b></p>	
<p>It was stated for the record that the following applications had been received / decided since the November meeting:</p> <ul style="list-style-type: none"> <li>▪ <b>19/03142/LBC2 Little Thatch</b> – Replace front elevation windows with leaded light windows – PC responded with No Objections</li> <li>▪ <b>19/02644/FUL Oak Mead, Wickham Heath</b> – Convert garage to office/storage space – PC responded with No Objections</li> <li>▪ <b>19/02995/LBC2 Little Thatch</b> – To narrow the access and install remotely operated gates – PC responded with No Objections. WBC confirm permission not required. Clerk advised that the owner had since received notification that standard planning permission is required, further application may follow.</li> <li>▪ <b>19/02742/LBC2 Little Thatch</b> – Re-point brickwork with traditional lime mortar – PC responded with No Objections</li> <li>▪ <b>19/02692/MDOPO The Old Rectory, Winterbourne Road</b> – Remove planning obligation of accommodation for elderly relative. WBC Granted.</li> </ul>	Resolved
<p>Cllr. Hayes-Newington advised that legislation had been passed enabling Listed Building owners to apply for a Certificate of Lawful development for minor matters such as replacement windows and re-pointing. WBC adopting the use of this would avoid unnecessary paperwork. Councillors agreed that future LBC response requests should suggest the planning officer refers the applicant to this alternative approach.</p> <ul style="list-style-type: none"> <li>▪ <b>19/01844/FUL The Bell at Boxford</b> – Final confirmation on Committee hearing awaited, feedback from Cllr. Rowles suggested that as applicant had not created any affordable housing it may be turned down and not go to committee. If the planning officer does recommend approval the Planning Committee hearing is expected to take place on the 26<sup>th</sup> February at 6.30 in the WBC offices. Cllr. Thompson agreed to speak on behalf of the PC, alongside one other objector – suggested that neighbour would be well placed to do this, Cllr. Thompson to ask. Councillors will construct speech on email, based on the original objection letters. Speech to be shared with Kintbury Ward Councillors prior to the hearing. Cllr. Bennyworth confirmed that the site visit will take place the week before, it is recommended that a Councillor attends; Clerk to confirm timings once received.</li> </ul>	SY Resolved  All
<p><b>Finance</b></p>	
<p><b>Budgeting &amp; Precept Request:</b> Clerk provided summary of year to date costs together with forecasts for 2020/21. Year to date spending showed an expected spend this year of £9,619.20, increasing to £10,467.00 next financial year. As requested, the forecasts included a donation of £203.50 to the North Wessex Downs Trust, based on 50p per elector. Councillors keen to support and use the NWD Trust resources more for planning, the Parish Plan and also regards to the SEB overhead cables. Councillors also keen to support the WBC libraries, average annual figures showed that there are 54 parishioners regularly borrowing from the Newbury, Hungerford and Mobile Library. Councillors agreed a donation of £2.50 per borrower totalling £135.00. Councillors concluded a 2.2% rise on the precept to £8,521 based on inflation. With grounds maintenance contributions from the Village Hall and PCC this would then just cover the regular expenditure. Clerk to submit request.</p> <p><b>Account Balance:</b> The current account balance as of the 15/01 is £3,645.00; the deposit account balance is £11,830.35. This includes the following transactions:</p> <p>CHQ 100383 21/10 The Royal British Legion Donation for Wreath £50.00 TRF 28/11 S Youldon November wages £147.80</p>	Resolved          SY

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<p>TRF C Reeves Bus Shelter Cleaning £23.00            CHQ 100384 12/12 AD Clark October &amp; November Mowing £991.06            CHQ 100385 12/12 HMRC Q3 PAYE £110.80            CHQ 100386 12/12 Autella Payroll Q3 PAYE Admin £47.08 (inc £7.84 VAT)            TRF 28/12 S Youldon December wages £147.60            CHQ 100387 02/01 Zurich Insurance £312.87            Transfer from deposit account to current account of £2,000.00 31<sup>st</sup> December 2019            VAT has been reclaimed for the period 01/01/19 to 31/12/19 totalling £155.91            CHQ 100388 was signed at the meeting for £33.36 Clerk expense July to January 2020.</p> <p><b>Community Infrastructure Levy Funds (CIL):</b> The remaining £2,491 has been allocated to a new noticeboard and information point where the Railway Shelter currently stands, with the remaining to be donated to the Village Hall for use towards playground maintenance. Clerk confirming this is acceptable. Bulb planting will be re-considered later in the year.</p>	SY
<b>West Berkshire Council Update – Kintbury Ward Councillors</b>	
<p>Cllr Rowles had forwarded a full report including reflections on 2019, Rough Sleeping Strategy and Recycled Plastics petition. She particularly drew attention to the draft Environmental Strategy Consultation running up to the 21<sup>st</sup> February, WBC are keen to get views from Town and Parish Councils on how communities can be motivated to become involved, along with input from residents across the area. Consultation is open to all and can be found at <a href="https://info.westberks.gov.uk/draftenvironmentstrategy">https://info.westberks.gov.uk/draftenvironmentstrategy</a></p>	All
<b>Sub Committee Update – Cycle Route to Newbury</b>	
<p>Cllr. Benneyworth stated that Cllr. Steve Ardagh-Walter who holds the Environment Portfolio would be a useful person to speak to at WBC in progress this. Cllr. Thompson to follow up email to Newbury Spokes.</p>	PT
<b>Any Other Business</b>	
<p><b>Superfast Fibre Broadband:</b> Enquiry received as to why the Superfast fibre optic broadband has still not gone across the river to the other half of the village. Cllr Benneyworth to confirm contact. Clerk to follow up.</p> <p><b>Construction Traffic for the Winery:</b> One concern has been received regarding the Winery construction traffic using the lower Lambourn Road. Councillors noted that with the weight limits on surrounding routes and no specific condition on the planning consent, situation would be monitored for the time being.</p>	DB SY

**Meeting Closed at 8.50pm**

**The remaining 2020 meetings will be held:** 2<sup>nd</sup> March, 4<sup>th</sup> May (AGM & APM), 6<sup>th</sup> July, 7<sup>th</sup> September and 2<sup>nd</sup> November.

**Signed:** *S Youldon* - Clerk 17<sup>th</sup> January 2020