

# BOXFORD PARISH COUNCIL

## Boxford Parish Council Virtual Meeting

Held on Tuesday 3<sup>rd</sup> November 2020 7pm Hosted on Webex

### Present:

Cllr. P. Thompson (Chair)

Cllr. M. Hayes-Newington (Vice Chair)

Cllr. J. Wilcox

Cllr. P. Harris

Cllr. P. Kidling

Cllr. J. Cole (Hungerford & Kintbury Ward)

Cllr. C. Rowles (Hungerford & Kintbury Ward)

S Youldon – Clerk

### Apologies:

Cllr. J. Minchin

Cllr. D. Benneyworth (Hungerford & Kintbury Ward)

	Action
<b>Declarations of Interest:</b> There were no declarations of interest.	
<b>Minutes:</b> The September minutes were agreed and signed as an accurate record.	Resolved
<b>Matters Arising</b>	
<b>West Berkshire Council Update:</b> Cllr Rowles agreed to provide a full written update, highlights included new grants coming through for Covid-19 support, the draft leisure strategy, consultation on Community Infrastructure funds and the setup of a new £500,000 community fund. The next full WB Council meeting is scheduled for the 3 <sup>rd</sup> December.	
<b>Request to Plant Bulbs in Southfields Verges:</b> New resident had asked the PC if they could plant bulbs on the front verges at Southfields and take on the mowing of the verge. Councillors agreed this was acceptable, Clerk to write and confirm, also let grounds maintenance teams know.	Resolved SY
<b>Flood Warden Report:</b> Flood warden was still expressing concern over the ditches in the parish. It was agreed that Cllr. Harris and the Clerk would arrange a walk round with Mr Stone to view together if consent from relevant landowners could be obtained.	PH, SY
<b>Spring Working Party / River Weed Cutting:</b> Councillors agreed that it would be good to get a community effort behind weed cutting in the river and a general village spring clean-up, to boost community spirit. Cllr Hayes-Newington to ask if Bagnor Estate would be willing to provide the cutting team in the spring if we provided a team to move the weed through with agreement and prior arrangement with the landowners. Councillors agreed that there was considerable litter out on the High Street and Lambourn Road, and although willing to organise a community litter pick it was agreed that this could not be done without support via traffic calming through West Berkshire Council. Cllr Rowles to find out what support could be offered and report back. Clerk would then need to produce a risk assessment before any clean-up was scheduled. Clerk to report the recent fly tip on the High Street.	MHN  CR
<b>Parish Plan Update:</b> Cllr. Hayes-Newington presented a proposal on what the plan should cover and the steps involved. It was agreed that the first step should include a public meeting to gain community support, input for the questionnaire and help get a full team together. With the current Covid crisis it was agreed that there was no point arranging until at least January. The possibility of also producing a Neighbourhood Plan was also discussed and agreed this could lead on from the Parish Plan. Some doubt was cast over the value of this with the current White Paper planning changes going through but Cllr. Hayes-Newington agreed to carry out initial research on requirements and cross over points between Parish and Neighbourhood plan.	MHN
<b>Highways:</b> Clerk reported that the re-patching work had taken place at the end of October on the High Street, it was agreed that this full patching work had provided a better solution and the Clerk should pass on the PC's thanks to Highways. Also confirmed that a limited amount of drainage works on the Lower Lambourn road had taken place in the middle of last month. This appears to have only dealt with the problem in one location, rather than the full length of the road, Clerk will follow up with highways on a longer term plan as discussed at the September meeting and report back. Clerk also to continue to follow up on promised drainage works on the corner opposite Westbrook and at the end of Westbrook.	SY
<b>Mowing Contract:</b> The additional area beyond the Lime Trees at the Westbrook entrance had now been cut back under goodwill by the contractors, Councillors agreed that this is an improvement and worth continuing with. Contractors have quoted an additional £220 to include in the monthly mowing next year, Councillors agreed, Clerk to instruct.	SY

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<p><b>Footpaths:</b> Clerk still conversing with WBC on the matters raised regarding path 12 from the Mill along the Lambourn Valley Way. Mixed views on the value of keeping the diverted path so agreed no further action on that at present. Cllr. Rowles to follow up on the step repairs at Westbrook.</p> <p><b>The Bell Planning:</b> Councillors were relieved to hear that the planning permission had finally been refused based on the lack of low-cost housing provision. Councillors agreed that the new Parish Plan questionnaire would ask parishioners for their input on what they would like to see at The Bell before further action.</p> <p><b>Village Road Naming:</b> Following resident dispute over WBC approach to the road naming, WBC had been in touch to say that they were reviewing their procedures for this and would like to work with the PC to re-visit this. Councillors agreed to work with WBC to find a solution.</p> <p><b>2021 Meeting Dates:</b> Ward Councillors reported that a Monday's meeting regularly clash with others and a Tuesday meeting would give them more opportunity to attend. Councillors agreed with this proposal. Clerk to double check that this doesn't cause clashes at the Heritage Centre. For now, meetings accepted as 5<sup>th</sup> January; 2<sup>nd</sup> March; 4<sup>th</sup> May; 6<sup>th</sup> July; 7<sup>th</sup> September and 2<sup>nd</sup> November. Clerk to confirm.</p>	<p>CR</p> <p>Resolved</p> <p>Resolved</p> <p>Resolved SY</p>
<p><b>Planning Applications</b></p>	
<ul style="list-style-type: none"> <li>▪ 20/02428/LBC2 3 Woodmansfield, Lambourn Road – listing building consent amendment to application 19/00900/LBC2. Councillors agreed a response of No Objections.</li> </ul> <p>It was stated for the record:</p> <ul style="list-style-type: none"> <li>▪ 02/02174/HOUSE Highlands RG20 8DH – proposed single storey rear kitchen extension (vaulted roof) with associated internal alterations. Proposed open porch over front door entrance. PC responded with No Objections</li> <li>▪ 20/01745/HOUSE Fayrecross, Leckhampstead – Erection of 4 bay oak framed garage, complete with electric charging facilities for homeowner and family. PC responded with No Objections. WBC granted the application</li> <li>▪ To state for the record – 20/01813/CERTE Knapps Farmhouse – Certificate of lawfulness in relation to the 5<sup>th</sup> dwelling. Certificate granted</li> <li>▪ Update - 20/01844 The Bell – latest update on planning application and Community Asset application. Application refused</li> </ul>	<p>Resolved</p>
<p><b>Finance</b></p>	
<p><b>Balances, Invoices &amp; Receipts:</b>  Account Balances as of the 28<sup>th</sup> October - Current £2,938.18 / Deposit account £14,013.04  The following payments have been made since the September Meeting:  11/09 CHQ 100395 WBC Libraries Contribution – for mobile library service £135.00  11/09 CHQ 100396 – cancelled  11/09 CHQ 100397 – Mekko Woodchip - Purchase of safety surfacing for the playground from CIL funds £1,620 (inc £270 VAT)  19/10 BACS – Bus Shelter window cleaning £23.00  28/10 SO – S Youldon Clerk Wages  28/10 SO – AD Clark Mowing £508.33  The following payments were received:  28/09 VHC Mowing contribution £1249.84 (paid into Current Account)  23/09 WBC Precept second payment £4,260.50 (paid into Deposit Account)  The following cheques are to be signed</p> <ul style="list-style-type: none"> <li>▪ CHQ 100398 The Royal British Legion – Wreath Donation £50.00</li> <li>▪ CHQ 100399 Autela Payroll Services - July to October Payroll processing &amp; pension declaration £71.52 (inc £11.92 VAT)</li> <li>▪ CHQ 100400 Scott 2B – 50% deposit on Information Board £600.00</li> </ul>	
<p><b>Reports</b></p>	
<p><b>Cycle Route:</b> Nothing further to report at this stage. Cllr. Thompson to follow up with Cllr. Rowles</p> <p><b>VHC update:</b> Nothing further to report at this stage.</p>	<p>PT</p>

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Any Other Business	
<b>Website:</b> Clerk reported that new website accessibility regulations had come into force and that she would be working to ensure compliance. Cllr Thompson offered to assist with any technical work required.	SY, PT
<b>Covid-19:</b> Suggested that Clerk re-contact volunteers to ask if they would be available to assist with any requests again in the latest lockdown.	SY

**Meeting Closed at 8.45pm**

**The 2021 meetings will be held:** 5<sup>th</sup> January; 2<sup>nd</sup> March; 4<sup>th</sup> May; 6<sup>th</sup> July; 7<sup>th</sup> September; 2<sup>nd</sup> November.

**Signed:** *S Youldon* – Clerk, 4<sup>th</sup> November 2020