

BOXFORD PARISH COUNCIL

Boxford Parish Council Meeting

Held on Tuesday 7th September 2021 in St Andrew's Church

DRAFT MINUTES

Present:

Cllr. P. Thompson (Chair)
Cllr. P. Kilding
Cllr. J. Minchin
Cllr. P. Harris
S Youldon (Clerk)
Cllr. J. Cole (Hungerford & Kintbury Ward)

Apologies

Cllr. J. Wilcox
Cllr. M. Hayes-Newington (Vice Chair)
Cllr. D. Benneyworth (Hungerford & Kintbury Ward)
Cllr. C. Rowles (Hungerford & Kintbury Ward)

Declarations of Interest: None declared

Minutes: The July meeting minutes were agreed and signed as an accurate record. The Parish Meeting minutes will be signed of at the May Annual Parish meeting. **Resolved**

Open Session:

Question of improving parish communications raised, PC confirmed that this is something that has been included in the Parish Plan questionnaire to find out how parishioners would like to receive information.

Cllr Cole reported that there were several structural changes within West Berkshire Council including a new head of planning in the next few months. Also confirmed delay with the Local Plan consultation due to the changes in the National Planning Policy Framework announced by the government. Update expected towards the end of October.

Wildflower verges raised, with Clerk reporting that BBOWT in conjunction with WBC were working on mapping all the verges in the district with a view to identify which could be left wild and which required more maintenance. All agreed it would be good to improve the green space in front of the houses on the Lambourn Road, some doubts on whether it was the correct space for wildflowers. Agreed that this could potentially be looked at in conjunction with the new owners of the Bell.

Matters Arising / Outstanding

Second Public Access Defibrillator: Cllr. Thompson confirmed that fundraising was going well ahead of the Gibbet Challenge event planned for the 11th September. Councillors voted to add the £565.78 through the Just Giving page, that was unspent and raised for the original defibrillator back in 2015. Councillors agreed that the Village Hall charity would purchase the defib with funds raised, the Parish Council would be happy to maintain and fund the purchase of consumables going forward. Purchase and install cost expected to be around £1,750. Funds raised over and above this would come back to the Parish Council to fund training and the ongoing consumables (new pads every 18 months / battery every 3-4 years or after use). Councillors voted to fund two training sessions of 18 people each on a weekend in November at a cost of £360. Clerk to book hall and arrange with trainer, note to then go out on Parish email. **SY to action.**

Queens Platinum Jubilee: All agreed it would be good to celebrate this with a village event next June. Clerk to draft note for parish email asking for ideas and volunteers. Agreed that the proposed bench in front of the information board where the railway shelter used to stand could also commemorate this. Clerk to obtain costs for November meeting. **SY to action**

Holders Meadow Progress Update: Cllr Cole reported that our MP, Laura Farris, had visited the site whilst in the area and was supportive of the proposal to buy or lease the land and form a Nature Reserve. Cllr Hayes-Newington and M Webb have started discussions with the agent, update to follow on email. **MHN to action**

Parish Plan Questionnaire: Positive round table discussion held, Cllr Hayes-Newington is finalising draft from input received, copy to be circulated on email later this week. Councillors agreed that the questionnaire should go out as a paper copy to every house with an option to complete online. **MHN to action.**

BOXFORD PARISH COUNCIL

Information Board Graphic: Cllr Thompson to follow up on graphic panel design. Clerk to obtain options and costs for a bench. Cllr Kilding to obtain material costs to improve the existing concrete pad. **PT, SY and PK to action**

Overview Document on Greenway Cycle Route to Newbury: Discussion with landowner on possible routes in progress, once confirmed, draft proposal document to be drawn up and forwarded to WBC for consideration. **PT to action.**

Gov.uk Domain & Central Email System: Clerk to send email and website access details on to Cllr. Thompson for set up. **PT to action**

Footpath: Issues with the permissive path and fallen trees from Westbrook Farm to Easton have now been resolved through WBC. Parishioner reported that footpath 10 from Ownham to the B4000 needs improvement on stiles, signage and cutting back. Clerk to report. Ongoing issues with dog fouling particularly on footpath 6 from Westbrook to the recreational ground reported. Clerk to provide costs for an additional bin in Westbrook at the November meeting as this does seem to be a popular dog walker route. Fly tipping reported by parishioner on the High Street, Clerk to report. Possible fly tipping also reported by bus stop with builders' bag, unsure if this may be related to neighbour property works, monitor and report if necessary. **SY to action**

Planning Applications

It was stated for the record:

21/01612/FUL Oak Mead, Wickham Heath – construction of a private manège with fencing. PC responded with No Objections. WBC granted

21/01502/LBC2 Court Oak, Leckhampstead – LBC, installation of at stairlift. PC responded with No Objections. WBC decision pending.

Finance

HSBC: Clerk reported that a formal complaint had been raised with HSBC about the issues encountered trying to get a new security device, complaint acknowledged, £50 compensation received into account. Also, further correspondence from HSBC on the Safeguarding review which had then been followed by a letter today from HSBC that they were no longer offering community accounts and would be changing the PC accounts to small business accounts at a charge of £8 per month, commencing 1st November. All agreed alternative banking arrangements should be found. Clerk to look at options and send over email for consideration.

Balance of accounts, expenditure & income since July meeting:

Account Balances as of the 7th September Current Account: £2,287.06 / Deposit Account: £11,846.87. This includes the following transactions: 27/07 C Reeve Bus Shelter Cleaning £23.00 BACS

28/07 Clerk July wages £147.60

28/07 AD Clerk mowing £533.75

05/08 Contribution for Mowing – Village Hall – first payment £633.67

05/08 Contribution for Mowing – PCC –annual payments £747.42

06/08 Autela Group April – June payroll admin £50.40 (inc £8.40 VAT)

06/08 Credit from HSBC £50.00

28/08 Clerk August wages £147.60

28/08 AD Clerk mowing £533.75

10p interest into deposit account

Budget Review – Year to Date Spending

Contribution towards the Defib from funds held at £565.78 and increases in the forecasted website spend to allow for the gov.uk domain name to £120.00 added into budget, with an expected spend now of £11,126.93 this financial year, and an income of £10,730. Which would provide £9,689 of savings to carry forward, plus CIL funds of £2,218 held with £600 and £400 assigned to board and bench. Clerk to prepare 2022/23 draft budget for November meeting, including some funds for the Platinum Jubilee and nature reserve project should it proceed.

Reports / Matters for Future Agendas

Village Hall Update: Cllr. Thompson reported that the pre-school had now closed, but general enquiries and bookings for the hall were increasing.

Additional Correspondence: Clerk reported that the Thames Water leaflets were due any day. It was noted that copies of two letters had been found on the WBC website in the last two days, one reference proposed changes to the Settlement Boundary and one on a call for sites, Clerk obtaining more information, agreed to add to the November agenda. **SY to action**

BOXFORD PARISH COUNCIL

The remaining 2021 meeting will be held: 2nd November.

Meeting Closed at 8.34pm.

Signed: *S Youldon* – Clerk, 9th September 2021

DRAFT