

BOXFORD PARISH COUNCIL

Boxford Parish Council Meeting Held on Monday 16th May 2022 in St Andrew's Church

Present:

Cllr. M. Hayes-Newington (Vice Chair)
Cllr. J. Minchin
Cllr. P. Kilding
Cllr. J. Wilcox
Cllr. P. Harris
Cllr. C. Rowles (Hungerford & Kintbury Ward)
Cllr P. Thompson (Chair)
5 parishioners
In attendance: minutes taken by Cllr
P.Thompson

Apologies

Ms N Pierce (Clerk)
Cllr. D. Bennyworth (Hungerford & Kintbury Ward)
Cllr. J. Cole (Hungerford & Kintbury Ward)

ANNUAL MEETING 1. Election of Chairman: Cllr P Thompson was nominated, seconded, and agreed to stand as Chairman. Declaration of Acceptance of Office signed 2. Election of Vice Chair: Cllr M Hayes-Newington was nominated, seconded, and agreed to stand as Vice Chair. Declaration of Acceptance of Office was signed. 3. Standing Orders: Review and acceptance of Standing Orders. Approved. 4. Financial Regulations: Review and acceptance of Financial Regulations. Approved.	Action
ORDINARY MEETING 1.Declarations of Interest: Cllr Hayes Newington declared an interest in planning application 22/00838/Ful, agenda item 7b. 2. Minutes: The March 2022 meeting minutes were agreed and signed.	
Open Session Two parishioners raised questions around the November minutes Bell Meadow, and the settlement boundary. It was agreed that one of the Ward Councillors would provide an overview of the settlement boundary process as it relates to Bell Meadow, specifically the steps taken by WBC to date and the requirements upon Boxford Parish Council. One parishioner raised the Jubilee and specifically the planting on trees in memorial. It was agreed that a tree would be planted in September as this was a better time for planting. Type of tree to be determined; WBC has a number to cherry trees, but a preference was expressed for an oak tree. Potential planting location on the recreation ground to provide shade.	CR
3. WBC Report and update from Ward Councillors – A report was provided. Cllr Rowles highlighted the availability of members bid funding and it was agreed that she would review whether this could be used to supplement the funding for the defibrillator.	CR
4. Review and update of Policies and Procedures and 22-23 Risk Management: Review and acceptance of policies, procedures and 22-23 risk management. Approved.	

<p>9. Financial Matters</p> <p>Balance of accounts, expenditure & income since March meeting:</p> <p>a. Account Balances as of the 26th April 2022 HSBC Current Account: £12,967.31. Unity Current Account: £4,496.72.</p> <p>This includes the following transactions:</p> <p>Payments for consideration to 15th May 2022</p> <table border="0"> <tr> <td>Cost of administration (April 2022)</td> <td>Salary</td> <td>£ 238.85</td> </tr> <tr> <td>Peter Thompson reimbursement for cheque deposit/Unity Account</td> <td></td> <td>£1,000.00</td> </tr> <tr> <td>BALC annual subscription</td> <td></td> <td>£ 116.29</td> </tr> <tr> <td>Autela Payroll Services, Jan-March 2022</td> <td></td> <td>£ 50.40</td> </tr> <tr> <td>C Reeves, Bus shelter window cleaning</td> <td></td> <td>£ 23.00</td> </tr> <tr> <td>WBC, Annual recharge</td> <td></td> <td><u>£ 34.46</u></td> </tr> <tr> <td></td> <td>Total</td> <td>£ 1,463.00</td> </tr> </table> <p>Direct Debits/Standing Orders previously approved:</p> <table border="0"> <tr> <td>9.8 Monthly mowing payment AD Clark 28th March</td> <td></td> <td><u>£ 533.75</u></td> </tr> <tr> <td></td> <td>Direct debit/S Order total</td> <td>£ 533.75</td> </tr> </table> <p>Receipts for consideration April 2022</p> <table border="0"> <tr> <td>28th April – 1st Precept payment</td> <td>£4,455.00</td> </tr> </table> <p>All payments were approved, and cheques were signed.</p> <p>b. HSBC balance has not been transferred to Unity. This continues to be the case and is having a negative impact on the Parish Council's day to day operations. Cllr Hayes-Newington will follow up with HSBC regarding the outstanding transfer of funds and Cllr Thompson will follow up with Unity Bank regarding a paying in book.</p>	Cost of administration (April 2022)	Salary	£ 238.85	Peter Thompson reimbursement for cheque deposit/Unity Account		£1,000.00	BALC annual subscription		£ 116.29	Autela Payroll Services, Jan-March 2022		£ 50.40	C Reeves, Bus shelter window cleaning		£ 23.00	WBC, Annual recharge		<u>£ 34.46</u>		Total	£ 1,463.00	9.8 Monthly mowing payment AD Clark 28 th March		<u>£ 533.75</u>		Direct debit/S Order total	£ 533.75	28 th April – 1 st Precept payment	£4,455.00	<p>MHN PT</p>
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<p>10. Additional Reports and Updates</p> <p>a. Village Hall – Nothing to report.</p> <p>b. Queen's Jubilee – Agreed date of Saturday 4th June for village event to take place on the recreation ground. Planning is underway with a number of Parishioners now involved. Cllr Minchin asked if we had secured the village hall as well as recreation ground for Saturday 4/6 event. PT had requested & would double check booked.</p> <p>c. Matters for Consideration and Future Discussions – None.</p>																														
<p>10. Date of the next meeting:</p> <p>Monday 4th July 2022 at 7.00pm in Heritage Centre, Boxford.</p>																														
<p>There being no further business the meeting closed at 20.40pm.</p>																														