

# BOXFORD PARISH COUNCIL

## Boxford Parish Council Meeting Held on Tuesday 2<sup>nd</sup> November 2021 in St Andrew's Church

### Present:

Cllr. P. Thompson (Chair)  
Cllr. M. Hayes-Newington (Vice Chair)  
Cllr. J. Minchin  
Cllr. P. Harris  
Cllr. P. Kilding

### Apologies

Cllr. J. Cole (Hungerford & Kintbury Ward)  
Cllr. C. Rowles (Hungerford & Kintbury Ward)

4 parishioners

	Action
<p><b>Notice:</b> Chairman notified the meeting that the Parish clerk Sarah Youlden had resigned and as a consequence the Chairman had created the Agenda and would be responsible for running the meeting and engaging with any Clerk related matters until a new person was found for the post.</p> <p><b>Declarations of Interest:</b> None declared.</p> <p><b>Minutes:</b> The September 2020 meeting minutes were agreed and signed off.</p>	
<p><b>Open Session</b></p> <p>No matters were raised by the parishioners in attendance</p>	
<p><b>WBC Report</b> – because she had to leave early it was agreed Cllr Claire Rowles would give her District report first. New WBC CEO Nigel Lynne was now in post and focused on 2022/23 Budget, winter planning including Covid and the Local Plan (planning) for the period to 2036. WBC hoped to get some of the new £1.6Bn extra funding for Local Authorities. A Household Support Fund has been established to help with hardship. New Newbury Sports Hub combining rugby and footballing activity had been established. Plans to increase recycling, a resident suggested put pressure for less plastic packaging for foods. Major consultation was starting on Adult Social Care in the district. There was a byelection in Tilehurst following passing of Peter Argyl.</p>	
<p><b>3. Parish Clerk</b> – Sarah Youlden had resigned having taken on other work which meant she could no longer commit to the Boxford Parish Clerk role. The post had been advertised locally and with NALC and proximate parishes. Consequently the clerk for Hermitage had expressed interest in the post, PW and or MHN would interview, PW cautioned a higher wage rate would be applicable to match Hermitage hourly rate. It was stated that skill and experience was essential for the role.</p>	
<p><b>4a. Highways</b> – Concern was raised about the frequency and number of trees falling and blocking High Street (notwithstanding storm damage). Residents attending the meeting raised similar concerns about trees on the bank east of the Leckhamstead road as it leaves Boxford. Agreed once clerk appointed to approach WBC about what remediation might be legal or appropriate.</p>	clerk

Cllr Rowles confirmed she was chasing up repair of highway outside church where Thames Water work had damaged the surface, Parish Council would also file a notice with WBC	
<b>4b. Footpath Issues</b> FP 10 Ownham request would be made to WBC to ensure its cut back, FP 5 Easton hedge needs cutting back beyond immediate property, FP 3 Rowbury Farm trees down which need clearing ref Welford Estate Manager. FP 15 Westbrook, overgrown though CEH part by river, would be reported to WBC for action. It was recorded that there was fencing being installed along the Lambourn Way from the village.	
<b>5. Defibrillator</b> – Successful summer sponsored picnic run/walk had raised £2,480 would be paid to Parish to add to surplus from first fund raising of £565. Agreed to acquire 2nf Defib for installation at village hall, spend £72 on new pads for church Defib, Liaise with Mr A Leader to organise training for 39 people who had expressed an interest.	PW
<b>Dog Bins</b> – Discussion over introducing a new dog waste bin a south end of Westbrook where Lambourn Way leaves the village. Quotes for supply and install £375 install only £196 and £220pa to service. There was concern over cost or installation and management and some debate over position. JM would look at the issues of position of the bin and await contact from Cllr Rowles about potential for inclusion in WBC taking on servicing the bin	JM
<b>Houlders Meadow Reserve</b> – Laura Farris had visited the site the plan was to contact other local interested groups.	
<b>Parish Plan</b> – The initial questionnaire had been completed but with Clerk leaving distribution to parish councillors had been missed, MHN would circulate after the meeting for comment and amend	MHN
<b>Information Board</b> – The designers had been swamped with work, so it was agreed to readdress the design issues in the New Year	
<b>Greenway</b> – Cllr Claire Rolls agreed to raise the issues with the WBC internally to test appetite.	CR
<b>Boxford Internet Domain/ Email</b> - PT would complete the work before the new year	PT
<b>Conservation Area Consultation</b> – No further update as Susan Ellis at WBC contacted by JM but no response, Martin Bennett also volunteered to get involved in the consultation. Put forward to next meeting.	JM
<b>9. Next Year Meetings</b> – Provisional dates for meetings in 2022 10/11 Jan, 01 March, 10 May (incl AGM), 05 July, 06 Sep, 01 Nov. subject to final confirmation that Mon is best day for people.	
<b>10. Planning</b>	
<b>21/02529/COMIND – Ownham Racing Stables</b> – while the proposal was strongly supported in principle, two specific concerns were raised the inappropriate scale and design of the entrance, concern it would create traffic on lower road and condition of high street even to B4000 was already poor and could be made worse. A parishioner expressed concern about harm to archaeology. Agreed object on gateway, highlight highways issues and suggest WBC archaeology should be consulted	MHN
<b>Settlement Boundary/Call for Sites</b> – WBC policy team had confirmed the consultation on settlement boundary had included input from 3 <sup>rd</sup> parties re Bell Meadow which had been considered in the development of the WBC proposal for the revisions, Bell Meadow was not included . They also confirmed there was no requirement to notify the Parish Council about call for sites as this process was not subject to statutory consultation, and in due course the agreed sites would be consulted on.	

<p><b>11. Financial Matters</b></p>	
<p>Balance of Accounts as of the 31<sup>st</sup> October 2021  Current £15,676.06 / Deposit £0 – In preparation for the account switch, all deposit funds have been moved to the Current Account</p> <p>Transaction made since the September meeting  22/09 Deposit Second Precept Payment from WBC £4,325 (into deposit account)  28/09 SO September Clerk Wages £147.80  28/09 SO Monthly mowing payment AD Clark £533.75  28/09 Transfer from Deposit to Current £2,000  28/09 Autela July to September Payroll Admin £50.40 (inc £8.40 VAT)  30/09 BACS HMRC Q2 PAYE payment £110.80  04/10 CHQ100408 Donation toward Second Defib to Village Hall £565.78  12/10 BACS C Reeves Bus Shelter cleaning £23.00  22/10 Transfer £14,172.28 Deposit to Current Account  25/10 CHQ100409 S Youldon Clerk wages and holiday entitlement payment £318.00  25/10 CHQ100410 Unity Bank – Boxford Parish Council – Opening Deposit £500.00  28/10 SO Monthly mowing payment AD Clark £533.75  VAT reclaim submitted 21/10 for £53.51 for the period 1<sup>st</sup> Jan to 30<sup>th</sup> September will be paid direct into Current Account.</p> <p><b>Banking Arrangements</b>  Application submitted with Unity Bank after HSBC removed facility, Fee £6 per month</p>	
<p><b>Village Hall</b> – PW confirmed Teddy Bears nursery school had closed and vacated the hall. New flexibility had increased bookings and with lower repair costs without teddy bears it was felt financial security was not a concern.</p>	
<p><b>Fireworks</b> - It was minuted that the Parish Council had sent an email reminding residents that fireworks, excepting 05 November and 01 January, should not be let off after 11pm and that it was courtesy to warn neighbours.</p>	
<p><b>Queen's Jubilee</b> – noted that for the Queen's platinum jubilee there were suggestions for tree planting and street parties. Agreed to discuss at next meeting</p>	

**The first 2022 proposed meeting will be held: 10 January.  
Meeting Closed at 8.50pm.**

Boxford Parish Council Clerk  
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