

BOXFORD PARISH COUNCIL

Boxford Parish Council Meeting Held on Monday 4th July 2022 in Heritage Centre

Present:

Cllr. M. Hayes-Newington (Vice Chair)
Cllr. J. Minchin
Cllr. J. Wilcox
Cllr P. Thompson (Chair)
In attendance: Ms N Pierce (Clerk)
1 parishioner

Apologies

Cllr. D. Bennyworth (Hungerford & Kintbury Ward)
Cllr. J. Cole (Hungerford & Kintbury Ward)
Cllr. C. Rowles (Hungerford & Kintbury Ward)
Cllr. P. Kidling
Cllr. P. Harris

	Action
<p>1. Apologies: Dist. Cllr D Bennyworth, Dist. Cllr J Cole, Dist.Cllr C Rowles, Cllr P Kidling, Cllr P Harris.</p> <p>2.Declarations of Interest: None declared.</p> <p>3. Minutes: The May 2022 meeting minutes were agreed and signed.</p>	
<p>Open Session One parishioner raised a GDPR matter. Agenda item 10.b</p> <p>4. WBC Report and update from Ward Councillors – No report at the time of the meeting. A report is expected in the next few days.</p>	CR/JC
<p>5. Footpaths and Roads: Cllr Minchin reported overgrown vegetation in the footpath between Westbrook & Bell Meadow. Obtain quote from mowing contractor. Cllr Minchin reported restricted view at bottom of High Street opposite The Bell due to overgrown grass etc. Report to WBC for action. Cllr M Hayes-Newington provided a report on High Street/B4000 crossroads safety improvement. To send to WBC and coordinate a meeting to discuss. Cllr M Hayes-Newington provided a report on High Street/Lambourn Valley flooding. To send to WBC and coordinate a meeting to discuss. Holes on the road from High Street junction back to gate?? To report to Highways.</p>	Clerk MHN Clerk Clerk
<p>6. Projects 6a. Holders Meadow –Cllr Hayes-Newington provided an update on the status of this project. No response received to letters sent, Cllr Hayes-Newington to send a further communication. 6b. Greenway – Cllr Hayes-Newington provided an update. 6c. Parish Plan – Cllr Hayes-Newington to send the completed the completed Questionnaire to the Clerk by return, Clerk to obtain quotations for printing. Questionnaire to be delivered by hand to all residents over the summe</p>	MHN MHN/Clerk
<p>7. Activities 7a. Information Board – Cllr Hayes-Newington to send design brief to Cllr Thompson and quotations to be obtained.</p>	MW/PT/Clerk

<p>7b. Boxford Internet Domain/ Email – In progress, minutes now up to date on website.</p> <p>7c. Second Public Access Defibrillator – Agreed that Clerk should order defibrillator for the village hall and pads for the church defibrillator. To pursue the possibility of Members bin funding.</p>	<p>PT</p> <p>Clerk</p>
<p>8. Planning</p> <p>Planning Applications to consider:</p> <p>22/01418 Strawberry Hill House, Winterbourne Road, Boxford, Newbury RG20 8DT. Two storey extension. No objection.</p> <p>To state for the record:</p> <p>22/00838/FUL, Land at Boxford Water Meadows, bounded by Westbrook and Brook Cottage, Boxford, Newbury. Relocation of gated site access to Boxford Water Meadows SSSI. No objection.</p> <p>22/01286/HOUSE, Oak Mead, Wickham Heath, Newbury RG20 8PH. Proposed internal alterations to kitchen, new staircase to first floor and new staircase to loft conversion. New open porch to side and rear elevations. No objection.</p> <p>Decision notices:</p> <p>None.</p>	
<p>9. Financial Matters</p> <p>a. Balance of accounts, expenditure & income since March meeting:</p> <p>Account Balances as of the 20 May 2022 HSBC Current Account: £12,967.31. Unity Current Account: £41.72.</p> <p>This includes the following transactions:</p> <p>Transactions made since the May meeting:</p> <p>28/05 SO Monthly mowing payment AD Clark £533.75</p> <p>28/06 SO Monthly mowing payment AD Clark £533.75</p> <p>b. Banking Arrangements</p> <p>The full balance is still held at HSBC some 7 months after the transfer was expected. Clerk has spoken with Chair and prior Clerk, who has contacted HSBC on 29 June as Clerk remains signatory to establish what Boxford Parish Council need to do to transfer the funds. Relevant forms completed and signed by Cllr Hayes-Newington and returned to HSBC on 30 June 2022. HSBC have advised the funds will be transferred to Unity account, confirmation of date of transfer pending.</p> <p>c. Internal Audit</p> <p>Approved.</p> <p>d. Annual Return 2021-22</p> <p>d.1. The Annual Governance Statement 2021-22</p> <p>Approved and signed.</p> <p>d.2 The Annual return 2021-22 Accounting Statement</p> <p>Approved and signed.</p>	

<p>10. Additional Reports and Updates</p> <p>a. Village Hall – No Committee meeting held. Nothing to report.</p> <p>b. GDPR – To report breach to ICO. Agreed ICO (Information Commissioners office) Subscription has been renewed expiry date 22nd June 2023.</p> <p>c. Matters for Consideration and Future Discussions – The jubilee went well. The Parish Council would like to extend thanks to all who contributed and especially to Carolyn Wilson and Cllr Hayes-Newington.</p> <p>Add naming of unnamed road to September agenda/Footpaths and Roads.</p>	Clerk
<p>11. Date of the next meeting: Monday 12th September 2022 at 7.00pm in Heritage Centre, Boxford.</p>	
<p>There being no further business the meeting closed at 20.38pm.</p>	

Boxford Parish Council Clerk
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