

# BOXFORD PARISH COUNCIL

## Boxford Parish Council Meeting Held on Monday 9<sup>th</sup> January 2023 in Heritage Centre

### Present:

Cllr. M. Hayes-Newington (Vice Chair)  
Cllr. J. Wilcox  
Cllr P. Thompson (Chair)  
Cllr. P Kilding  
Cllr. P. Harris  
Dist. Cllr. C. Rowles (Hungerford & Kintbury Ward)  
In attendance: Cllr P. Thompson, minutes  
Three parishioner's

### Apologies

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

	Action
<p><b>1. Apologies:</b> Dist. Cllr D Bennyworth, Dist. Cllr J Cole, Cllr Minchin, Ms N Pierce <b>2. Declarations of Interest:</b> None declared. <b>3. Minutes:</b> The November 2022 meeting minutes were agreed and signed.</p>	
<p><b>Open Session</b></p> <ol style="list-style-type: none"> <li>1. Question as to whether WBC's response to PC's recommendations on settlement boundaries had been published. Publication delayed to 19<sup>th</sup> January 2023. PC's settlement recommendations be circulated to Ward Councillors and link to plan and action for residents to be circulated on publication</li> <li>2. Unnamed road – PC clarified that the proposed naming only applied at this time to properties from the Lambourn bridge to the start of Hangman's Stone Lane</li> </ol> <p><b>4. WBC Report and update from Ward Councillors</b> – The monthly report was distributed prior to the meeting.</p>	Clerk
<p><b>5. Footpaths and Roads:</b></p> <p>- Complaint from resident regarding the footpath between the far end of Westbrook and Easton, as virtually impassable due to nettles, overhanging trees, and fencing rails with nails protruding. General discussion regarding footpath 5, to contact owners of permissive path. At the moment, the footpath has been cleared and both footpath 5 and the permissive path are clear. Situation to be monitored.</p> <p><b>High Street/B4000 crossroads</b> safety improvement response received from WBC to advise this will not be looked at until 2023. Clerk to contact WBC to highlight the current lack of necessary signage. To contact police/PCSO to establish numbers of accidents at the junction.</p> <p><b>High Street/Lambourn Valley flooding</b>, no response from WBC although the gullies have been cleared. No further flooding has occurred so follow up with WBC postponed while situation is monitored for any further flooding</p>	PT Clerk MHN/Clerk MHN Clerk

<p><b>Naming of unnamed road.</b> Update received from Paul Goddard; no progress made. The Parish Council voted for the name to be Church Lane; WBC/Paul Goddard to be updated. Signs to be erected and gazetteer to be updated. See update above from Open Session</p>	
<p><b>6. Projects</b>  <b>6a. Holders Meadow</b> – It is understood to have been sold for around the asking price by a local landowner. Nothing further to report.  <b>6b. Greenway</b> – Cllr Thompson to finalise a draft paper.  <b>6c. Parish Plan</b> – Cllr Hayes-Newington to send the completed the completed Questionnaire to the Clerk by return, Clerk to obtain quotations for printing. Now awaiting quote for printing.</p>	<p>PT MHN/Clerk</p>
<p><b>7. Activities</b>  <b>7a. Information Board</b> – Cllr Hayes-Newington to send design brief to Cllr Thompson and quotations to be obtained.  <b>7b. Boxford Internet Domain/ Email</b> – In progress, minutes now up to date on website and changes in progress to back end. Alternative editing tools to be assessed as Wordpress overly complex and lacks some required functionality.  <b>7c. Second Public Access Defibrillator</b> – The equipment has been purchased and delivered to the Village Hall early October. Clerk has sought electrician to fit the cabinet and defibrillator. Village Hall to arrange fitting date with the electrician. In progress with Village Hall, meeting with electrician to agree positioning on 19<sup>th</sup> January.</p>	<p>MW/PT/Clerk PT Clerk</p>
<p><b>8. Planning</b>  d. Planning applications to consider: None.  An <b>Enforcement Complaint - 20/01813/CERTE</b> - Residential development pursuant to outline planning permission (Ref 151147), was registered with West Berkshire Council on 27<sup>th</sup> January and acknowledged on the same date.  e. To state for the record:  22/02961/House, <b>Shepherds Cottage</b>, School Lane, Boxford RG20 8DX. Construction of garden store. <b>No objection.</b>  22/03002/PASSHE, <b>Rosebank</b>, Boxford, Newbury. Application to determine if prior approval is required for a proposed single storey rear extension 8.0m beyond rear wall x 3.9m maximum height x 2.65m at eaves + roof alterations. <b>No objection.</b>  22/02952/HOUSE, <b>Westbrook Farm</b>, Westbrook Barn, Westbrook, Newbury RG20 8DJ. The intent is to plant a small hedge approx. 80cm height on the boundary along roadside boundary of Westbrook Barn between existing walls. <b>WBC advised the proposed hedge does not constitute development that requires planning permission.</b>  f. decision notices:  22/02278/LBC2, <b>Borrowdale</b>, Boxford, Newbury, RG20 8DP Replace windows in the western elevation wall of the kitchen and bathroom using the original openings (slight amendment of previously approved 18/02463/LBC2, dated 31st Oct 2018). <b>WBC approved.</b>  22/02770/FUL, <b>Church of St Andrew</b>, Boxford, Newbury Rg20 8DP. Addition of a new cast iron downpipe and hopper to the north elevation (away from public view) of the church tower to better take rainwater away from the building. Currently the rainwater from the tower outlets via spouts on to the ground. A downpipe would take water away from the building into the existing drainage system. <b>WBC approved.</b></p>	

<p><b>9. Financial Matters</b></p> <p><b>a. Balance of accounts, expenditure &amp; income since November meeting:</b> Account Balances as of the 31 December 2022 Unity Current Account: £12,726.13, balance as per spreadsheet £11,460.38, unrepresented cheques £1,265.75.</p> <p>Transactions made since the November meeting: Payments agreed and signed 14<sup>th</sup> December 2022: Monthly mowing payment AD Clark (November, December) £1,152.96 Cost of administration (November, December) £477.70 Bus shelter windows C Reeves £23.00 Zurich Insurance renewal 2023-24 £322.28</p> <p><b>b. To agree budget 2023-24:</b> budget approved. <b>c. To agree Precept 2023-24:</b> 7.5% increase (£668) £9,578 approved. <b>d. Insurance 2023-24:</b> Renewal agreed 16 December 2022; premium £322.28.</p> <p><b>10. Additional Reports and Updates</b></p> <p><b>a. Village Hall Committee</b> – Committee Meeting to be held on 19<sup>th</sup> January. Jubilee (Oak) tree to be planted at the top of the recreation ground, with memorial plaque. To discuss members BID with Village Hall, rental rates, and general/dog waste arrangements.</p> <p><b>b. Litter Pick</b> – A village litter pick to be held on Saturday 4<sup>th</sup> March. Email to go to residents a fortnight prior to this.</p> <p><b>c. Matters for Consideration and Future Discussions</b> –</p> <ol style="list-style-type: none"> <li>1. Bus shelter broken glass to be mended with polycarbonate plastic. Cllr Kilding to do the remedial work.</li> <li>2. Boxford Relief Fund to be resurrected. Funds transferred to PC Account until management of BRF agreed.</li> </ol> <p><b>d. Items for next agenda</b> – None</p>	<p>MHN/JW PT Clerk Clerk PH/Clerk PT</p>
<p><b>11. Date</b> 13 March 2023 at 7.00pm in Heritage Centre, Boxford.</p>	
<p>There being no further business the meeting closed at 20.38pm.</p>	