

# BOXFORD PARISH COUNCIL

## Boxford Parish Council Meeting Held on Monday 13<sup>th</sup> March 2023 in Heritage Centre

### Present:

Cllr. M. Hayes-Newington (Vice Chair)  
Cllr. J. Wilcox  
Cllr P. Thompson (Chair)  
Cllr. P Kilding  
Cllr. J Minchin  
Ms N. Pierce(Clerk)  
One parishioner  
Representative from West Berkshire Council

### Apologies

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

	Action
<p><b>1. Apologies:</b> Dist. Cllr D Bennyworth, Dist. Cllr J Cole, Dist. Cllr C Rowles, Cllr. P Harris.</p> <p><b>2. Declarations of Interest:</b> None declared.</p> <p><b>3. Minutes:</b> The January 2023 meeting minutes were agreed and signed.</p>	
<p><b>Open Session</b></p> <p>1. Question as to whether WBC's response to PC's recommendations on settlement boundaries had been published. Published on 19<sup>th</sup> January 2023. Cllr Hayes Newington to send parishioner relevant maps.</p> <p><b>4. WBC Report and update from Ward Councillors</b> – The monthly report was distributed prior to the meeting.</p>	MHN
<p><b>5. Footpaths and Roads:</b></p> <p><b>5a. High Street/Lambourn Valley flooding.</b> No further flooding has occurred to remove from agenda but to continue to monitor.</p> <p><b>5b. Naming of unnamed road.</b> Road name needs to be decided.</p> <p><b>5c. Salt Bins:</b> not necessary in Boxford, clerk to forward resident request to Winterbourne clerk to request the Winterbourne junction is reviewed for the requirement of a salt bin.</p>	MHN/JW Clerk
<p><b>6. Projects</b></p> <p><b>6a. Greenway</b> – Cllr Thompson to finalise a draft paper. To contact neighbouring parishes to arrange a meeting to discuss.</p> <p><b>6b. Parish Plan</b> – Cllr Hayes-Newington to send arrange printing, quotation in the region of £200. To distribute to resident's week commencing 10<sup>th</sup> April. To prepare a list of vulnerable people and to contact the data protection officer to advise we are retaining a list.</p>	PT/Clerk MHN Clerk

<p><b>7. Activities</b></p> <p><b>7a. Information Board</b> – Cllr Hayes-Newington to send design brief to Cllr Thompson and quotations to be obtained.</p> <p><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, to source alternative editing tools: subscription of £20 per month, approved.</p> <p>A uniform platform for Boxford is required, incorporating a booking system for the village hall.</p>	<p>MW/PT/Clerk</p> <p>PT</p>
<p><b>8. Planning</b></p> <p>a. Planning Applications to consider: 23/00270/HOUSE, <b>Willows</b>, Westbrook, Newbury RG20 8DN. This proposal is for the installation of solar panels on 5 roof areas of the main house at Willows. 4 roof areas are pitched tiled roofs and one roof area is a flat roof situation in the centre of the property. <b>Objection.</b></p> <p>b. To state for the record: 23/00322/HOUSE, <b>Darlstan</b>, Wickham Heath, Newbury, Rg20 8PH. First floor, two storey rear and single storey side extension. <b>No objection.</b></p> <p>c. Decision notices: 22/03130/FUL, <b>Shepherds Cottage</b>, School Lane, Boxford, Newbury RG20 8DX. Replacement stables to incorporate hay store re-orientation of stable doors. <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 14 February 2023 Unity Current Account: £11,283.86*, balance as per spreadsheet £12,092.66 (less £1,060 emergency fund) £11,032.66*, unrepresented cheques £250.20.</p> <p>Transactions made since the January meeting: Payments agreed and <b>signed 27<sup>th</sup> January 2023:</b> Cost of administration (January) £238.85 Monthly mowing payment AD Clark (January) £576.48 Autela Payroll Services Ltd (01/10 to 31/12) £52.31 GW Shelter Solutions Ltd (bus shelter panel)£188.70</p> <p>Payments agreed and <b>signed 16<sup>th</sup> March 2023:</b> Cost of administration (February) £238.85 AD Clark mowing (February) £576.48 Bus shelter windows C Reeves £23.00 WBC library donation £200.00</p> <p><b>10. Additional Reports and Updates</b></p> <p><b>a. Village Hall Committee</b> – AGM 23<sup>rd</sup> March.</p> <p><b>b. Boxford Heritage Donation</b> – Contribution to insurance £250: approved. Payment for the sign to the centre up to £60: approved.</p> <p><b>c. May elections</b> – election papers to be taken to WBC by 4<sup>th</sup> April.</p> <p><b>d. 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. Further glass panels have been broken. To not replace now.</li> <li>2. A village litter pick to be held on Saturday 2<sup>nd</sup> April. Email to go to residents a fortnight prior to this. To advise Streetcare team for removal of rubbish bags.</li> </ol>	<p>PT</p> <p>Clerk</p> <p>MHN/Clerk</p>

<p>3. To send dates of the Mobile Library attendance to residents.  4. Dog bin now in place at pole near footpath 6.  5. To arrange removal of the animal disease control sign near river.</p>	<p>Clerk  JM  JM</p>
<p><b>11. Date of the next meeting:</b> 15 May 2023 at 7.00pm in St. Andrews Church, Boxford.</p>	
<p>There being no further business the meeting closed at 20.15pm.</p>	

Boxford Parish Council Clerk  
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