

BOXFORD PARISH COUNCIL

Boxford Parish Council Meeting Held on Monday 15th May 2023 in St Andrew's Church

Present:

Cllr. J. Wilcox
Cllr P. Thompson (Chair)
Cllr. P. Kilding
Cllr. J. Minchin
Cllr. P. Harris
Dist. Cllr. T. Vickers. (Hungerford & Kintbury Ward)

Ms N. Pierce(Clerk)
One parishioner

Apologies

Cllr. M. Hayes- Newington (Vice Chair)

<p>ANNUAL PARISH ASSEMBLY</p> <p>1. Chairmans update: Cllr Peter Thompson provided a report. To be circulated to residents.</p> <p>ANNUAL MEETING</p> <p>1. Election of Chairman: Cllr P Thompson was nominated, seconded, and agreed to stand as Chairman. Declaration of Acceptance of Office signed.</p> <p>2. Election of Vice Chair: Cllr M Hayes-Newington was nominated, seconded, and agreed to stand as Vice Chair. Declaration of Acceptance of Office to be signed.</p> <p>3. To accept new term Councillors of the council and to sign the Acceptance of Office; Cllr J Minchin, Cllr P Harris, Cllr P Kilding, Cllr J Wilcox.</p> <p>4. Financial Regulations and Standing Orders: Review and acceptance. Approved.</p>	<p>Action Clerk</p>
<p>ORDINARY MEETING</p> <p>1. Apologies: Cllr M Hayes-Newington.</p> <p>2. Declarations of Interest: None declared.</p> <p>3. Minutes: The March 2023 meeting minutes were agreed and signed.</p>	
<p>Open Session</p> <p>None.</p> <p>4. WBC Report and update from Ward Councillors – The year-end report was distributed prior to the meeting. Cllr T Vickers provided a verbal report.</p>	
<p>5. Footpaths and Roads:</p> <p>5a. High Street/Lambourn Valley flooding. No further flooding has occurred to remove from agenda but to continue to monitor.</p> <p>5b. Naming of unnamed road. Road name needs to be decided.</p>	<p>MHN/JW</p>

<p>6. Projects</p> <p>6a. Greenway – Cllr Thompson to finalise a draft paper. To contact neighbouring parishes to arrange a meeting to discuss. To speak with landowner about putting across property.</p> <p>6b. Parish Plan – Cllr Hayes-Newington to arrange printing, quotation in the region of £200. To distribute to resident’s week as soon as possible to ensure return of the questionnaire by the end of the summer, approx. 200 houses to deliver to. Cllr Thompson to move forward with Cllr Hayes-Newington.</p>	<p>PT</p> <p>MHN/PT</p>
<p>7. Activities</p> <p>7a. Information Board – Cllr Hayes-Newington to send design brief to Cllr Thompson and quotations to be obtained. Cllr Thompson to source designer. Cllr Kilding to speak to local contact also regarding design. To obtain information regarding Chieveley PC boards.</p> <p>7b. Boxford Internet Domain/ Email – 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. A uniform platform for Boxford is required, incorporating a booking system for the village hall. This is ongoing Peter to update progress at next meeting.</p>	<p>MW/PT/PK/Clerk</p> <p>PT</p>
<p>8. Planning</p> <p>a. Planning Applications to consider:</p> <p>23/00752/FUL, Land Rear of Alder House, Westbrook, Newbury. Erection of new detached dwelling and associated landscaping works.</p> <p>23/00889/HOUSE, Honeysuckle Cottage, Boxford, Newbury RG20 8DP. Erection of wooden garden shed.</p> <p>b. To state for the record</p> <p>23/00270/HOUSE, Willows, 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.</p> <p>Objection.</p> <p>23/00403/FUL, Land rear of Alder House, Westbrook Newbury. Erection of new detached dwelling and associate works.</p> <p>Objection.</p> <p>23/00403/FUL, Land rear of Alder House, Westbrook Newbury. Erection of new detached dwelling and associate works.</p> <p>Withdrawn.</p> <p>c. Decision notices:</p> <p>22/02961/HOUSE, Shepherds Cottage, School Lane, Boxford, Newbury West Berkshire RG20 8DX. Construction of garden store. WBC approved.</p> <p>23/00456/ The Bell at Boxford, Boxford, Newbury, RG20 8DD. Application for Approval of Details Reserved by Conditions 6 (protected species licence) and 8 (materials) of planning permission 22/01922/FUL - Partial redevelopment of the former Bell Inn with associated landscape and highway works. WBC approved.</p> <p>23/00270/HOUSE, Willows, 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 pitch tiled roofs and one roof area is a flat roof situated in the centre of the property. WBC approved.</p>	

<p>23/00322/HOUSE, Darlstan, Wickham Heath, Newbury, Rg20 8PH. First floor, two storey rear and single storey side extension. WBC approved.</p>													
<p>9. Financial Matters</p> <p>a. Balance of accounts, expenditure & income since March meeting: Account Balances as of the 31st March 2023 Unity Current Account: £10,175.22. (Less £1,060 emergency fund) £9,115.22.</p> <p>Transactions made since the March meeting:</p> <p>Payments agreed and 14th April 2023:</p> <table data-bbox="193 622 1050 875"> <tr> <td>Cost of administration (March) Salary</td> <td style="text-align: right;">£ 238.85</td> </tr> <tr> <td>AD Clark mowing (March)</td> <td style="text-align: right;">£ 576.48</td> </tr> <tr> <td>Autela Payroll Services (January-March and Year End)</td> <td style="text-align: right;">£ 69.31</td> </tr> <tr> <td>West Berkshire council, Ground Maintenance 04/2022- 03/2023)</td> <td style="text-align: right;">£ 81.96</td> </tr> <tr> <td>Heritage Centre, donation</td> <td style="text-align: right;">£ 310.00</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">£1,276.60</td> </tr> </table> <p>b. Internal Audit 2022-23: notice of exemption: To approve at June meeting. c. Annual Return 2022-23: To approve at June meeting.</p> <p>10. Additional Reports and Updates</p> <p>a. Village Hall Committee – Village Hall bookings seem to be doing well with bookings most evenings and football at the weekends.</p> <p>c. May elections – Not contested, no election.</p> <p>d. Matters for Consideration and Future Discussions –</p> <ol style="list-style-type: none"> 1. Defibrillator now in place at the Village Hall. To arrange two training days at the Village Hall on a Saturday. 1. Bus shelter has had glass broken on all sections now. Not to replace. 2. A village litter pick to be held on Sunday 4th June at 10am. To meet by old railway shelter opposite ‘The Bell pub.’ Email to go to residents a fortnight prior to this. To advise Streetcare team for removal of rubbish bags and to ask for litter pickers and high vis jackets (to deliver/collect) Cllr Thompson. 	Cost of administration (March) Salary	£ 238.85	AD Clark mowing (March)	£ 576.48	Autela Payroll Services (January-March and Year End)	£ 69.31	West Berkshire council, Ground Maintenance 04/2022- 03/2023)	£ 81.96	Heritage Centre, donation	£ 310.00	Total	£1,276.60	<p>Clerk</p> <p>Clerk/PT</p>
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<p>11. Date of the next meeting: 10 July 2023 at 7.00pm in Heritage Centre, Boxford. Apologies Cllr Wilcox.</p>													
<p>There being no further business the meeting closed at 20.04pm.</p>													

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