

# BOXFORD PARISH COUNCIL

## Boxford Parish Council Meeting Held on Monday 18<sup>th</sup> September 2023 in Heritage Centre

### Present:

Cllr. P. Thompson (Chair)  
Cllr. M. Hayes-Newington  
Cllr. P. Kilding  
Cllr. J. Minchin  
Cllr. J. Wilcox(19.16)  
Dist. Cllr. D. Benneyworth

### Apologies

Cllr. P. Harris  
Dist. Cllr. T. Vickers. (Hungerford & Kintbury  
Ward)

Ms N. Pierce(Clerk)  
2 parishioners

	Action
<b>ORDINARY MEETING</b> <b>1. Apologies:</b> Cllr. P. Harris. Dist. Cllr. T. Vickers <b>2. Declarations of Interest:</b> None declared. <b>3. Minutes:</b> The July 2023 meeting minutes were agreed and signed.	
<b>Open Session</b> One parishioner spoke about an ongoing planning application. <b>4. WBC Report and update from Ward Councillors</b> – Cllr. D. Bennyworth provided a verbal report.	
<b>5. Footpaths and Roads:</b> Footpath no 5, walkway has completely gone. To establish who the landowner is. Footpath no 15 Smiths to Easton Farm. The permissive path ceases to be maintained. <b>5a. Naming of unnamed road.</b> Cllr Hayes Newington has sent a communication to all in the unnamed road.	Clerk MHN
<b>6. Projects</b> <b>6a. Parish Plan</b> – Cllr Hayes-Newington to arrange printing, quotation in the region of £200. To distribute to resident's as soon as possible approx. 200 houses to deliver to. Clerk to move forward with Cllr Hayes-Newington.	MHN/Clerk

<p><b>7. Activities</b></p> <p><b>7a. Information Board</b> – Cllr Thompson to source designer.</p> <p><b>7b. Boxford Internet Domain/ Email</b> – Cllr. P. Thompson working on for spring launch.</p> <p><b>7c. June 2024 – D-Day lighting of Beacon</b> – Clerk to source the cost of a Beacon.</p> <p><b>7d. Consultation on West Berkshire draft West Berkshire Rights of Way Improvement Plan (ROWIP)</b> – Cllr Hayes Newington to prepare draft.</p> <p><b>7e. Sustainable Development Fund Grants</b> – Clerk and Cllr Thompson to liaise.</p> <p><b>7f. Village vandalism</b> – Cllr. J. Minchin to prepare draft email for dist.</p> <p><b>7g. Planting of memorial trees</b> – £700 budget approved. Cllr. Hayes Newington to send order link to Clerk. Clerk to order.</p>	<p>MW/PT/PK/Clerk</p> <p>PT Clerk</p> <p>MHN Clerk/PT JM</p> <p>MHN/Clerk</p>										
<p><b>8. Planning</b></p> <p>a. Planning Applications to consider:</p> <p>LA2003 Boxford - New Premises Licence Application - <b>The Boxford</b> - Roodhill - Boxford - RG20 8DD. <b>No objection.</b></p> <p>23/02001/HOUSE, <b>Sycamores</b>, School Lane, Boxford, Newbury RG20 8DX. New Roof to Conservatory, Boot room extension and internal alterations. <b>No objection.</b></p> <p>b. To state for the record None.</p> <p>c. Decision notices:</p> <p>23/01189/HOUSE, <b>126 Ownham</b>, Newbury RG20 8DN. Replacement conservatory to include creation of study. <b>WBC approved.</b></p> <p>23/00968/FUL, <b>Shepherds Hill House</b>, School Lane, Boxford, Newbury RG20 8D Creation of area of hardstanding and erection of storage shed. <b>WBC approved.</b></p>											
<p><b>9. Financial Matters</b></p> <p><b>a. Balance of accounts, expenditure &amp; income since July meeting:</b></p> <p>Account Balances as of the 31<sup>st</sup> August 2023 Unity Current Account: £10,680.69. (Less £1,060 emergency fund) £9,620.69.</p> <p>Transactions made since the July meeting:</p> <p>Payments agreed and signed <b>18<sup>th</sup> September 2023:</b></p> <table data-bbox="193 1523 1193 1702"> <tr> <td>Cost of administration (August, September) Salary</td> <td style="text-align: right;">£ 477.70</td> </tr> <tr> <td>AD Clark mowing (August, September)</td> <td style="text-align: right;">£1,254.42</td> </tr> <tr> <td>Jacqui Clack, internal audit fee</td> <td style="text-align: right;">£ 80.00</td> </tr> <tr> <td>Royal British Legion, poppy wreath donation</td> <td style="text-align: right;">£ 60.00</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">£1,872.12</td> </tr> </table> <p><b>10. Additional Reports and Updates</b></p> <p><b>a. Village Hall Committee</b> – Nothing to update.</p> <p><b>b. Matters for Consideration and Future Discussions</b> – Discussion regarding the hardship fund. To maintain a Project register. To contact contractor AD Clark regarding Westbrook. Cllr. J. Minchin requested sight of contract, clerk to send.</p>	Cost of administration (August, September) Salary	£ 477.70	AD Clark mowing (August, September)	£1,254.42	Jacqui Clack, internal audit fee	£ 80.00	Royal British Legion, poppy wreath donation	£ 60.00	Total	£1,872.12	<p>PK Clerk Clerk JM/Clerk</p>
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<b>11. Date of the next meeting:</b> 20 November 2023 at 7.00pm in Heritage Centre, Boxford.	
There being no further business the meeting closed at 20.39pm.	

Boxford Parish Council Clerk  
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