

BOXFORD PARISH COUNCIL

Boxford Parish Council Meeting Held on Monday 20th November 2023 in Heritage Centre

Present:

Cllr. P. Thompson (Chair)
Cllr. P. Kilding
Cllr. J. Minchin
Cllr. J. Wilcox
Cllr. P. Harris

Apologies

Dist. Cllr. T. Vickers. (Hungerford & Kintbury Ward)
Dist. Cllr. D. Benneyworth
Cllr. M. Hayes-Newington
Ms N. Pierce (Clerk)

	Action
ORDINARY MEETING 1. Apologies: Dist. Cllr. D. Benneyworth, Cllr. M. Hayes-Newington, Ms. N. Pierce, Dist. Cllr. T. Vickers 2. Declarations of Interest: None declared. 3. Minutes: The September 2023 meeting minutes were agreed and signed.	
Open Session No parishioners were present at the meeting 4. WBC Report and update from Ward Councillors – Report circulated.	
5. Footpaths and Roads Clerk to produce list of footpath owners to reference 5a. Naming of unnamed road. Cllr Hayes Newington to send a communication to all in the unnamed road.	Clerk/MHN/PT MHN
6. Projects 6a. Parish Plan – 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>7. Activities</p> <p>7a. Information Board – Cllr Thompson to source designer and circulate proposal</p> <p>7b. Boxford Internet Domain/ Email – Cllr. P. Thompson working on for spring launch.</p> <p>7c. Library contribution – £200 approved.</p> <p>7d. Invitation to the Rural Issues Community Forum 5th December – PT to attend on behalf of Boxford Parish Council</p>	<p>PT</p> <p>PT Clerk</p> <p>PT</p>														
<p>8. Planning</p> <p>a. Planning Applications to consider: None.</p> <p>b. To state for the record None.</p> <p>c. Decision notices: 23/01997/COND, The Bell at Boxford, Boxford, Newbury, RG20 8DD. Application for approval of details reserved by conditions 9 (Biodiversity Enhancement Plan), 10 (Odour), 11 (Electric Charge Points), 12 (Cycle Parking) and 15 (Landscaping) of approved 22/01922/FUL - Partial redevelopment of the former Bell Inn with associated landscape and highway works. WBC approved.</p> <p>23/01317/HOUSE, Rosebank, Boxford, Newbury, RG20 8DH. Proposed loft conversion with dormers to the rear, single storey side and rear extensions and demolition of existing garage and replacement single garage with turning head. WBC approved.</p> <p>23/01326/LBC, Elm Cottage, Westbrook, Newbury, RG20 8DN. Install a premanufactured standalone garden room module -supplied by Green Retreats, Ltd, Buckingham. WBC planning not required.</p>															
<p>9. Financial Matters</p> <p>a. Balance of accounts, expenditure & income since September meeting: Account Balances as of the 27th October 2023 Unity Current Account: £13,639.57. (Less £1,060 emergency fund) £12,579.57.</p> <p>Transactions made since the September meeting:</p> <p>Payments agreed and signed 30 November 2023:</p> <table border="0"> <tr> <td>Cost of administration (October/November) Salary</td> <td>£ 477.70</td> </tr> <tr> <td>AD Clark mowing (October/November)</td> <td>£1,254.42</td> </tr> <tr> <td>Zurich Insurance renewal 2023-24</td> <td>£ 326.92</td> </tr> <tr> <td>West Berkshire Council – grounds maintenance 23/24</td> <td>£ 117.04</td> </tr> <tr> <td>Autella Payroll Services Ltd (July to September)</td> <td>£ 71.81</td> </tr> <tr> <td>Pinnock Brothers</td> <td>£ 398.48</td> </tr> <tr> <td style="text-align: right;">Total</td> <td>£2,646.37</td> </tr> </table> <p>b. To consider Insurance renewal premium - £326.92. Approved.</p> <p>c. NJC National Salary 2023/2024 Pay Scales – Clerk to circulate calculated cost implication. Approved in principle.</p> <p>10. Additional Reports and Updates</p> <p>a. Village Hall Committee – PT to circulate minutes from any meetings</p>	Cost of administration (October/November) Salary	£ 477.70	AD Clark mowing (October/November)	£1,254.42	Zurich Insurance renewal 2023-24	£ 326.92	West Berkshire Council – grounds maintenance 23/24	£ 117.04	Autella Payroll Services Ltd (July to September)	£ 71.81	Pinnock Brothers	£ 398.48	Total	£2,646.37	<p>Clerk</p> <p>PT</p>
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b. Matters for Consideration and Future Discussions – Review expiry date of current mowing contract, and arrange for renewal quotes from three suppliers	JM/Clerk
11. Date of the next meeting: 22 January 2024 at 7.00pm in Heritage Centre, Boxford.	
There being no further business the meeting closed at 19.52pm.	

Boxford Parish Council Clerk
Email: parishcouncil@boxford.org.uk

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