

BOXFORD PARISH COUNCIL

Boxford Parish Council Meeting Held on 25th November 2024 in The Heritage Centre

Present:

Cllr. P. Thompson (Chair)
Cllr. P. Kilding
Cllr. J. Minchin
Cllr. M. Hayes-Newington (Vice Chair)
Cllr. P. Harris
Ms N. Pierce (Clerk)

Apologies

Dist. Cllr. D Gaines
Dist. Cllr. D. Benneyworth
Cllr. J. Wilcox

	Action
<p>ORDINARY MEETING</p> <p>1. Apologies: Dist. Cllr. D. Benneyworth, Cllr. J. Wilcox, Dist. Cllr. D Gaines</p> <p>2. Declarations of Interest: None declared.</p> <p>3. Minutes: The September meeting minutes were agreed and signed.</p>	
<p>Open Session</p> <p>4. WBC Report and update from Ward Councillors – Update from Dist. Cllr. T. Vickers. Highlighted the opportunity for Councillors to meet with Lee Dillon and other local Parish Councils in the Lambourn Valley. Clerk to email WBC to arrange. Councillors emphasised their concerns to Dist. Cllr. T. Vickers regarding the B4000/High Street intersection and the need for action to prevent more serious accidents. Cllr Vickers to arrange a site visit with Garth Dowding, Cllr Thompson and Cllr Hayes-Newington.</p>	<p>NP</p> <p>TV/MHN/PT</p>
<p>5. Footpaths and Roads. Footpaths 8 and 17 require attention. MHN to provide clerk with email for AS office to see if a solution can be found to address footpath 12 during the winter months.</p> <p>5a. Naming of unnamed road. There is currently a working group looking at this, and it is expected to report back shortly</p> <p>6. Update on B4000 from Dist. Cllrs. Refer minute note 4.</p> <p>7. Remote Attendance and Proxy Voting. Approved. Clerk to complete consultation.</p>	<p>MHN</p> <p>MHN DB/DG/TV</p> <p>NP</p>
<p>8. Projects</p> <p>8a. Parish Plan – Cllr Hayes-Newington to arrange printing in early January 2025. Questionnaire box to be placed on post opposite The Mill or up at the Village Hall</p> <p>8b. Landscaping – Put forward in Members Bid to cover cost of landscaping specialist on the next round of Members Bids. Also, draft note to Parish for any volunteers that might be interested.</p> <p>8c. Members Bids – To proceed with Village Hall project to place more bark in the zip wire area. Cllr Thompson to speak with the village hall to advise more bark is needed than in the quotation received, a further two quotations are also required. Cllr Kilding advised best to have loose bark delivered as cheaper than purchasing bags of bark.</p>	<p>MHN/PK</p> <p>PT/NP</p> <p>PT/NP</p>

<p>9. Activities</p> <p>9a. Information Board: To contact carpenter for quote to fix two doors to the noticeboard at Southfields.</p> <p>9b. Boxford Internet Domain/ Email: Cllr. P. Thompson working on, ongoing move to Spring.</p> <p>9c. To consider historical type name sign for the village, and lighting: Cllr Kilding advised the cost of the sign makes the project prohibitive.</p> <p>9d. Planting of Memorial Trees: Memorial Trees discussed as to where to plant them; on corner opposite The Boxford, Village Hall. Clerk to obtain permission from Paul Hendry, WBC to plant the tree opposite The Boxford.</p> <p>9e. Review of mowing contractor: The mowing contractor to be retained for a further year. Cllr Minchin and Cllr Hayes-Newington to review the contract fully, to make clearer and to include further areas to be considered. To include schedule of what is to be done, and when, and a plan of all areas with tasks by area.</p>	<p>NP</p> <p>PT</p> <p>MHN NP</p> <p>JM/MHN</p>																
<p>10. Planning</p> <p>a. Planning Applications to consider: None.</p> <p>b. To state for the record: None.</p> <p>c. Decision notices: None.</p>																	
<p>11. Financial Matters</p> <p>a. Balance of accounts, expenditure & income since September meeting: Balance of Accounts at 31st October 2024 Unity current account £9,215.22 (Less £834.54 hardship fund) £8,380.68. VAT reclaim figure to period 7: £747.87.</p> <p>Payments agreed and paid by <u>BACS October 2024</u>:</p> <table data-bbox="204 1554 1007 1693"> <tr> <td>Cost of administration (October) Salary</td> <td style="text-align: right;">£ 297.44</td> </tr> <tr> <td>Tactical Management Ltd (Sept dog bins)</td> <td style="text-align: right;">£ 48.96</td> </tr> <tr> <td>Tactical Management Ltd (Sept grounds maintenance)</td> <td style="text-align: right;"><u>£ 546.00</u></td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">£ 892.40</td> </tr> </table> <p>Payments agreed and paid by <u>BACs November 2024</u>:</p> <table data-bbox="204 1771 1007 1910"> <tr> <td>Cost of administration (November) Salary</td> <td style="text-align: right;">£ 297.44</td> </tr> <tr> <td>Tactical Management Ltd (Oct dog bins)</td> <td style="text-align: right;">£ 48.96</td> </tr> <tr> <td>Tactical Management Ltd (Oct grounds maintenance)</td> <td style="text-align: right;"><u>£ 546.00</u></td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">£ 892.40</td> </tr> </table> <p>b. Insurance renewal 8 January 2025 - £330.24: approved.</p> <p>c. Backdated pay award from 1st April 2024: approved.</p>	Cost of administration (October) Salary	£ 297.44	Tactical Management Ltd (Sept dog bins)	£ 48.96	Tactical Management Ltd (Sept grounds maintenance)	<u>£ 546.00</u>	Total	£ 892.40	Cost of administration (November) Salary	£ 297.44	Tactical Management Ltd (Oct dog bins)	£ 48.96	Tactical Management Ltd (Oct grounds maintenance)	<u>£ 546.00</u>	Total	£ 892.40	
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<p>12. Additional Reports and Updates</p> <p>a. Village Hall Committee. Nothing to report.</p> <p>b. Flood Warden: Cllr Hayes – Newington nominated as Flood Warden.</p> <p>c. Items for January 2025 agenda.</p> <p>Budget 2025-26</p> <p>Precept 2025-26</p>	
<p>11. Date of the next meeting: Monday 27th January 2025 at 7.00pm in The Heritage Centre, Boxford.</p>	
<p>There being no further business the meeting closed at 20.30pm.</p>	

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

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