



Box Parish Council

1st December 2025

Minutes of the Box Parish Full Council meeting held at 7.30pm on 27th November 2025 at The Pavilion, Box, SN13 8NT

1. **Present:**

Cllr T Walton (Chair)	Cllr H Parker
Cllr M Tye (Vice Chair)	Cllr R Leach
Cllr R Davies	Cllr S Roche
Cllr R Duncan	Cllr B Walton
Cllr R Haslett	Cllr I Johnston
Cllr N Ingledew	
	Cllr P Wragg (Wiltshire Councillor)
Clerk – S Vickery	

2. **Apologies.** To receive any apologies (and acceptance) for absence. Nil from the Parish Council but Cllr Chamberlain from Wiltshire Council sent apologies.
3. **Public Question Time.** Six (6) members of the Public were present. Two spoke about the Middlehill car park space issue and the subsequent problem of parking on a nearby driveway.
- Parking on corners and sides of roads at Middlehill can be dangerous.
 - Could the owners of Middlehill House consider taking out Indemnity insurance if this was their major concern.
4. **Declarations** of interest relating to items on the Agenda. Nil.
5. **Chair's Announcements.**
- The death of David Moore, a former councillor, was announced, followed by a minute's silence.
 - New Vice Chair of Highways. Cllr Robin Leach has agreed to stand as the Vice Chair of Highways. Cllr Ingledew was thanked for his contributions.
 - Christmas events and decorations. The staff and councillor Christmas gathering will be held at 6pm on 18th December, prior to the Planning Committee and Full Council. A date to decorate the Fountain (and Christmas branch not tree this year) is to follow.
6. **Previous Minutes.** The Minutes of the Council Meeting held on 30th October 2025 were submitted and agreed.
7. **General Interest Items:**
- Middlehill Parking Space.** After the recent closure of this parking space, written communication from Dr Butt had been received to explain his reasoning. Unfortunately he had not been able to present his reasoning in person. The Highways Committee would investigate any road obstruction issues and the Open Spaces Committee were now able to seek further advice from the Open Spaces Society as membership has

commenced. Councillors agreed to monitor the issue and to maintain a dialogue with Dr Butt.

- b. **Short Presentation** by Cotswold Volunteer Wardens – Hazlebury Manor work. David Wright gave a presentation on the latest work by the CVW at Hazlebury Manor, in particular the footpaths, ponds, stiles and gates. He spoke about the work of the CVW and the CPB team and the 7-year programme of work. Councillors asked about the contribution of the land owner and what could the Parish do to help? It was confirmed that the land owner will buy most of the new trees and that the Parish would remain a key stakeholder as the estate seek to improve all aspects of bio-diversity.

8. **Committee minutes** and reports from chairs:

- a. **Finance & Governance Committee** The Minutes of the Meeting held on 3rd November 2025 were submitted and agreed:
- i. **Resolved** (unanimously unless stated):
 - The new IT Policy.
 - The revised Allowances, Expenses and Remuneration Policy. The annual expenses of Councillors will be shown at the Annual Council meeting, having been presented to the Finance & Governance Committee.
 - The new Risk Register. Risks are partitioned by sub-Committee to consider. The Clerk should double check risk colours.
 - ii. **Resolved.** The purchase a new projector for the Pavilion, up to a cost of £500.
 - iii. **Resolved.** Grants to the following:
 - Box Revels £2,000 towards running costs.
 - Selwyn Hall. £1,000.
 - iv. **Not resolved.**
 - AFC Corsham approval of £5,000 postponed. Furthermore, any award to Leafy Lane Playing Fields is to be funded by the 'Fund for Rudloe'. Yes, agreed.
- b. **Planning Committee.** The Minutes of the Meetings held on 30th October and 17th November 2025 were submitted and agreed:
- i. **Resolved.** The acceptance of the Locality bid at £6,440+VAT to produce a Strategic Environmental Assessment within 20 weeks. Councillors asked about the benefits to the Parish and the timescale. The Steering Group lead and Committee Chair explained the context, legal status and aim of the SEA.
- c. **Open Spaces Management Committee.** The Minutes of the Meeting held on 10th November 2025 were submitted and agreed:
- i. **Resolved.** CPRE Centenary bridge at a cost £1,100 + VAT (possibly using CPRE funding).
 - ii. **Resolved.** The urgent (H&S) repair of 6 high priority graves at a cost of £850 +VAT.
 - iii. **Not Resolved.** The Chippenham Paving quote of £3,938+VAT for the Cemetery path was not resolved until further detail on the Eco-crete path was available. If feasible, it will be considered again on 18th December.
 - iv. **Resolved.** The annual licence to Albion Terrace (access to Middle Common) residents will be rescinded; residents will be reported to Wiltshire Council if fly-tipping persists.

d. **Highways Committee.**

- i. **Resolved.** The Parish will make a contribution of £1,587 (25%) to the TRO regarding the DYL and 2 x bus bays at Valens Terrace, Chapel Lane and the A365. There were 11 votes in favour with one Abstention.
- ii. **Resolved.** In principle, there is now a campaign for a Parish Policy of 20mph speed restrictions in residential areas. This principle will also be added to the Neighbourhood Plan.
- iii. **Resolved.** To accept the quote to repair the Market Place side wall, a 50/50 split with Wiltshire Council at a cost of £3,350+VAT.

9. **Items for discussion:**

a. **Budget setting.**

- i. The Chair and Clerk explained the latest work with the budget-setting.
- ii. There was a discussion on when the budget should be formally agreed by the Council. Wiltshire Council have indicated that a submission is required by 20th January 2026, although this is at odds with guidance from the SLCC. The Clerk will check but as a precaution, the plan will be to sign off the 26-27 budget (and hence Precept) on 18th December 2025.
- iii. The new Tax Base has also just been received.

Action: Clerk to prepare the budget approval paper for 18th December.

- b. **Veteran Tree at Alcombe.** The Council noted the revised breakdown of costs is now more equally split over 2 years (£750+VAT and £490+VAT) with Tree Parts. The Chair emphasised that saving this veteran tree is a very a good achievement and a source of pride for the Parish.

- c. **Co-option of Councillors.** The Communications Working Group (CWG) were asked to meet to produce a flyer that could be distributed with one of the community magazines. The flyer should advertise the new inclusivity angle (allowances) of being a councillor. The CWG was tasked with producing a proposal.

Action: CWG to produce a co-option flyer proposal.

10. **Correspondence.** A letter from Dr and Mrs Butt had been received ref Middlehill parking space; this was addressed at Items 2 and 8a.

11. **Finance Accounts.** The Council noted and approved the following financial statements (attached at Annex A):

- a. The November 2025 statement of balances.
- b. The income and expenditure for November 2025.
- c. The remaining monthly payments for approval.

12. **Representative Reports.** Chair's Diary, Representatives' reports and report from County Councillors. Cllr Chamberlain had provided a written update which was circulated prior to the meeting. Cllr Wragg wished to note:

- a. Rudloe Community Centre – the Centre is running very well and almost at a cost break-even point.
- b. SIDs – this would be raised and discussed further at the Area Board.
- c. Wiltshire Council – not unexpected, there are currently budget challenges.

- d. Womad Festival 2026. There is a potential traffic circulation issue, which will be raised the next Area Board on 4th December 2026.

13. **Future Agenda Items and General Reports.** Items of report and future Agenda items:

- a. Budgens pavement area – Providing 3 councillors wished to re-visit the minuted decision, it was agreed to re-consider the issue at the next Highways Committee in February 2026.
- b. Cllr Davies announced his wish to stand down as Chair Highways. He was thanked by fellow councillors for his great commitment and knowledge.

14. **Dates of forthcoming meetings:** The following dates were noted:

Personnel	8 th December
Full Council & Planning Ctte	18 th December
Buildings	5 th January

15. **Date of next meeting** – as above, 7.30pm on Thursday 18th December 2025.