



## BOX PARISH COUNCIL

### **A MEETING OF THE BOX HILL COMMON & RUDLOE MANAGEMENT AND RIGHTS OF WAY COMMITTEE WAS HELD ON 15<sup>th</sup> OCTOBER 2018**

- 1. Present:** Councillors: R. Case (Chairman); R. Davies; S.Gould; D. Moore; S. Parker; M. Tye; P. Van Praag; J. Whitford  
Mrs Carey (Clerk)
- 2. Apologies** Nil
- 3. Absent:** Nil
- 4. Public Question Time:** There was one member of the public present who was interested to hear about the management of the middle and lower common.
- 5. Declarations of Interest:** Nil
- 6. Actions:**

<b>Issue Raised</b>	<b>Start date</b>	<b>Actionee</b>	<b>Due date</b>
<u>Lacy Wood</u> Further meeting with Richard Cripps	October 2018	R. Cripps	End of October
New Notice Board	October 2018	Cllr Moore/The Shed	asap
Planning Application for creation of hardstanding	October 2018	Clerk	asap
Peppercorn rent	April 2019	Clerk	April 2019
Grant from Cotswold Conservation Bd Scheme of work to be drawn up	August 2018	Cllr Whitford	Next meeting
<u>Rights of Way</u> New signpost Middlehill	October 2018	Cllr Gould	asap
Repair stile at Boxfields Rd	October 2018	Cllr Gould	asap
Repair stile at Footpath 20	October 2018	Cllr Gould	asap
Rudloe sign	October 2018	Clerk	asap

**7. Election of Vice-Chairman of Committee:** Cllr Whitford was elected as vice chairman of the Committee

**8. Minutes:** The Minutes of the Meetings held on 30<sup>th</sup> July and 20<sup>th</sup> August 2018 were taken as read and signed as being true records

**9. Matters Arising:**

a. **Lacy Wood:** Richard Cripps had carried out a comprehensive survey of Lacy Wood and had written a report entitled "Lacy Wood Woodland Management Calendar/Work Plan (Short term 5 year plan) outlining management recommendations and giving some operational recommendations for the site over a calendar year. He presented this report to the committee members and council staff on 17<sup>th</sup> September 2018. It was agreed that the committee would need to develop a Mission Statement.

As requested Cllr Tye presented her Management and Action Plan for year one 2018/19 using Richard Cripps' report as a reference point. She had also divided the area up into compartments to identify the work required.

In preparation of the Councillors' working party booked for Sunday 4<sup>th</sup> November at 2 pm it was agreed;

- Cllr Case would contact Richard Cripps to arrange a further meeting with Joel, Chris, Cllr Case and Cllr Tye at the end of the month to agree the work and confirm the trees that had been identified as needing work.
- It was also agreed to speak to him about how much brushwood needs removing
- A detailed list of the work that is proposed to be carried out on the day and a risk assessment would need to be drawn up.

Sign: Quotation received from The Shed for a new hardwood sign in the sum of £275. This was agreed. The Shed would also be able to make bird boxes and Cllr Davies offered a donation of bat boxes.

b. **Box Hill Common:**

As requested by the Committee members, Richard Cripps undertook a site visit of the whole of Box Hill Common with council staff on 27<sup>th</sup> September 2018 and he had drawn up a survey entitled "Box Hill Common Green Space Management Plan". He made it clear that this would need to be read in conjunction with the existing documents that the Parish Council had previously commissioned ie Box Hill Common Conservation and Management Plan (Chalkhill Environmental Consultants 1998-2002) and Box Hill Common – A Quick Overview by Pauline and Richard Wilson.

Richard Cripps reported that the Common area is currently in a very good condition and endorsed the work that had been undertaken in recent years and giving some advice on future management and operation decisions. He is also willing to present his finding to the whole committee.

Hard standing area: Three quotations for the work had been received in the sums of £4275; £3200 and £2750. After discussion it was **recommended**

that the quotation from R.J. Payne in the sum of £2750 be accepted. Planning permission will be required prior to the work being carried out and Cllr Campbell has drawn up the plan for this. **Action: Clerk**

#### Calendar of Work:

##### Upper Common

- The dead branch had been removed
- Strip of land by Glen View needs clearing to allow the growth of snowdrops

##### Middle Common

No work at the present time. Following the clearance work Joel and Chris had kept the area clear. The hemp to be kept under control

##### Lower Common

It was agreed that future work should focus on this area.

- The woodland area needs clearing. The Cotswold Wardens would be able to do further work in the New Year. Cllr Case to speak to Richard Wilson **Action: RC**
- It was also agreed to obtain quotations for clearing this area. **Action: RC**
- Interpretation Board - It was agreed to look at this at a later date when the footpaths etc had been cleared. The nature trail would need reinstatement and the booklet would need updating. This could be something for which a grant from the Cotswold Conservation Board may cover.

c. **Japanese Knotweed:** Continue to monitor and spray as necessary.

d. **Pig and a Jig:** On-going.

e. **Boundaries by Albion Terrace:**

Letter should be sent annually in April reminding them that the land is owned by the Parish Council.

Shed: After investigation it was established that a peppercorn rental had been paid until 2019. The owners are currently selling land on Box Hill which would take away the necessity for the shed. Clerk to write to state that the Council would not be renewing the peppercorn rental after 2019.

f. **Cotswold Conservation Board:** Details of grants available between £500 and £2500. Scheme of work to be discussed

**Action: JW**

**10. Forward Plan:** No further updates.

**11. Risk Assessments:** Cllr Case will carry out a regular risk assessment with Joel when they meet every two months.

**12. Rights of Way:**

##### **Matters Arising:**

a. **Clearing of footpaths:** On-going.

b. **Monitoring of footpaths:** Committee member to monitor some of the path

List of the owners of footpaths. On going. Cllr Gould in the process of drawing up a list of owners of footpaths in a format introduced by the Cotswold Wardens.

**c. Items that have been reported:**

Clearing of ditch at top of Hazelbury Hill: letter sent to the owners of the houses asking for them to cut back the hedges. The hedges have been cut

New signpost at Middlehill junction: Letter received asking for a new signpost. Cllr Gould to look at this **Action: SG**

Footpath from Boxfields Road: The stile is broken. Cotswold

Wardens to look at this **Action: SG**

Footpath 20: The stile needs repairing **Action: SG**

**13. Forward Plan:**

- List of owners of footpaths to be drawn up

**14. Management of the Rudloe Area:**

- Replacement sign at entrance to Rudloe Estate: The large mosaic sign has collapsed. Clerk to write to Cllr Anderson to ask him to ascertain what the residents would like on the sign and also to approach the school **Action: Clerk**
- Play Area: It was reported that this is in need of attention. Transfer to Playing Fields Management Committee

**15. Monitoring of current budget and items to be considered with budget for 2019/20**

The monitoring report was discussed and there will be enough money for the work to the hardstanding to be carried out this financial year. It was agreed to consider the following items with the budget

- Build up reserves for work to Lacy Wood and work on the Common
- Look at reinstatement of nature trail, updating of the nature trail booklet and the interpretation board

**16. Correspondence:** Nil

**17. Items of report and future agenda items:**

- a. It was reported that there is a fallen tree in the woods at the Rudloe Playing Fields.
- b. Some of the posts on the grass opposite Bargates need replacing
- c. Newsletter: Cllr Whitford had written an article re professional dog walkers
- d. Greenacres, Beech Road: It had been reported that the house had been demolished. Planning permission has been granted for a replacement dwelling
- e. Hazelbury Manor: It was reported that there a large amount of bath stone has been dumped near the footpath

**18. Date of next meeting:** 17<sup>th</sup> December 2018

**Chairman**

*Meeting closed at 8.45pm*