

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Office open to public

Monday & Thursday

9.30 – 12.30

or by appointment

Telephone: 01225 742356

E-mail: mailbox@boxparish.org.uk

Website address: www.boxparishcouncil.gov.uk

6th November 2023

Dear Councillor,

You are summoned to a meeting of the Buildings Management Committee to be held at the Parish Council Offices on Monday 13th November 2023 commencing at 7.30 p.m. to consider the following Agenda.

Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely

M.S. Carey

Margaret Carey

Clerk

A G E N D A

1. To receive any apologies for absence
2. Public Question time
3. Declaration of interest relating to items on the Agenda
4. To receive the Minutes of the meeting held on 11th September 2023 and to consider any issues not covered by the Agenda
5. Pavilion
 - Any issues raised by the user groups
 - Repainting of cills and doors – update
 - Boiler replacement - update
 - Update on vandalism on the public toilets and repair work of the changing rooms update re painting of the ceiling and replacement of lights
Additional claim for the redecoration (£795)
 - Motion sensor tap for disabled toilet – quotations to be considered with the budget
 - Electric hand dryers in the toilets – quotations to be considered with the budget
 - Discussion on a security light by the gate to the Bowls Club

Project updates

- Pavilion Development Working Party - update
- Pavilion booking software – update
- Review of solar installation/monitoring of electricity consumption and generation – update
- New door for public toilets – discussion design/material etc

Future projects

- Rainwater harvesting – to be considered with the budget

Items for discussion

- Review of Terms of Reference for Pavilion Working Group
- Hiring policy – drafting of new policy
- Safeguarding Policy/Action Sheets

5. Council Offices

- Update on issues raised

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6. **Jubilee Youth Centre**
 - Discussion on issues to be brought forward for consideration
7. **Forward Plan and Risk Assessment**
Maintenance Schedule – update issues from items discussed
PAT testing of items in the Pavilion – this is being completed
8. **Tractor shed**
Update on any issues raised – planning application for solar panels
9. **Monitoring of Budget:**
10. **Items of Report and Future Agenda items**
11. **Date of next meeting - 15th January 2024**