



BOX PARISH COUNCIL

MINUTES OF AN MEETING OF THE PLAYING FIELDS MANAGEMENT COMMITTEE HELD ON 2nd OCTOBER 2023

- 1. Present:** Councillors: B. Walton (Chairman); R. Bean; N. Ingledew; M. Tye;
T. Walton; D. Wright
Mrs Carey (Clerk)
Ms. G. Potts – Box Allotment Group
Mr J. Beazer; Mrs J. Wright - Box Bowls Club
- 2. Apologies:** Cllr H. Parker Mrs T. Meek – Box Bowls Club
- 3. Absent:** Nil
- 4. Public Question Time:** There was one member of the public present
- 5. Minutes:** The Minutes of the Meeting held on 7th August 2023 were taken as read and signed as a true record.
- 6. Matters Arising:**
 - a. Play Area:**

Community playground group to develop the play area: The Group had met last week to discuss the results of the survey. The two most requested items were a zip wire and a trampoline. There were several more people wanting to join the group. A WhatsApp group will be set up to look at specific people skills.

The Group's priority would be to refurbish the whole of the Under 7s play area.

Results of the survey to be circulated. **Acton: MT**

The Group will draw up the next steps and timeline and look at budget implications. Grants to be pursued. Still waiting for the RoSPA report

Spring for motorcycle: This is nearly ready to be put back in position.
Spring Closer for gate: Two new closures had been purchased.

Play House: This has been reroofed.

Work to the train: Further time.

It was reported that the Groundsman will be closing the play area to spray the weeds on the play surface.
 - b. Allotments:**

Ms Potts reported that the allotments are looking good and the situation with the children had improved.

Cllr B. Walton to speak to Mrs Stephenson re the shed as this needs a combination lock or a key to be provided for the new allotment holder. **Action: BW**

Allotment 1a has been relet and the waiting list was down to three people.

It was reported that two allotments were looking a bit neglected and it was agreed to send a letter.

Cutting back of lower hedge – it was agreed to either put this on the Groundsmen's list of jobs or to ask the Community Pay Back team to carry out the work.

The hazel on allotment 7a/b could be coppiced again this winter.

Path retaining work - Cllr B. Walton to contact Ashley Rich **Action: BW**

c. Update on Lovar Garden:

Community Fund update: The costs were based on Wiltshire Council's assessment of this eighteen month ago. The person who had submitted the quotation is unable to now carry out the work. A further quote will be provided by Ashley Rich to give a detailed survey and solution or a cheaper option.

d. Trees and Hedges:

There was £2,500 in this year's budget for tree work.

Veteran Lime Tree: A quote of £2500 had been received for a bracing system and remedial tree works to reduce end weight leverage on the seven main vertical boughs on the main stems and shorten southern leverage, pruning back to points of new regeneration

It is **recommended** that the work be carried out in the sum of £2500

Further £1000 to be put in the budget for next year and the year after

Working Party: Nine adults and seven children had joined the working party and a third of the hedge had been weeded and mulched.

Further working party to be held on ~~25th~~ 26th November

e. Bowling Green:

Mrs Wright reported that the Bowls Club had now shut for the winter. She asked for an update on the VAT refund from HMRC. The Clerk will send a reminder.

It was agreed that there would need to be a discussion regarding any rebate.

Agreement with Bowls Club: Copies of the current Agreement had been circulated together with draft agreements separating the use of the Bowling Green and the use of the Pavilion. The specific dates for the bookings will be put in. It was suggested that the Bowls Manual would accompany the Agreement.

It was felt that there should be a Health and Safety Policy covering the use of the Green – Cllr Wright agreed to look into this. It was agreed to check if other Bowls Club have an existing policy or if there is one with the Bowls Association.

An updated quote for the irrigation system needs to be obtained.

It was suggested that the words "the Hirer agrees to indemnify the Council for the maintenance costs" should be added to the Agreement.

It was stated that the Parish Council had recently looked in the costs of maintenance with other companies and ASMC had been the best value for money. It was also stated that the Bowls Club had always paid what they had been asked to pay.

Vertidrain work to be carried out by a subcontractor of ASMC. This will cost an extra £450 and be invoiced to the Parish council with the cost to be repaid by the Bowls club.

It was reported that the external socket next to the shed needs looking at. Clerk to contact an electrician to check this. **Action: MC**

7. Other items for discussion:

- a. **2024/25 Budget planning:** The following items to be included in the budget
- Due diligence on Bowling Green
 - Fencing and hedges
 - Increase in cost of materials used
 - Tree T37 Poplar - £2600 – this could be reclaimed from Wessex Water
 - Trees - total £4500
 - Tennis Court resurfacing - £5K (there could be match funding for this)
 - New litter bins - £1K
 - Hills Waste Contract - £1500K
 - Signposts for Recreation Ground
 - Tractor Shed – Buildings Committee to budget for this
 - Bowling Green – build up earmarked reserve for repairs and renewables
- b. **Tennis Courts:** A further meeting had been held and the report circulated. It had been suggested that the Parish Council could lease the tennis courts to a tennis club.
Figures for previous tennis income to be obtained **Action: BW**
- c. **Analysis of time sheets:** This had been circulated. Cllr Bean challenged the amount of time that the Groundsmen spend on the cricket pitch (the upper playing field) as opposed to the fenced off cricket square
- d. **Website content:** A list of suggested items that could be put onto the website was presented. Cllr Ingledew will look at this and how it can fit in.
- e. **Forward Plan/Risk Assessment:** This will be updated. Waiting to hear from the Cricket Club re Health & Safety procedures for grass cutting and maintenance re use of chemicals. **Action: RB**
- f. **Signs on Recreation Ground:** Cllr Parker had drawn up a list of the signs that need replacing. Clerk to obtain costs for the replacement.

8. Issues arising from the Walkround:

- Rechip under Lime Tree with more cardboard
- Memorial Chestnut has died – it was agreed to ask the donor if she would like to replace this.
- Community Pay Back to dig out the turf next to the hedge **Action: BW**
- Summer 2024 – goalmouths to be relevelled
- Ask Football Club if they wish to replace the posts – they may be able to apply for grants
- Trim Maple on Allotments – Chris and Joel

9. Climate Strategy Action Plan – Impact on Playing Fields actions:

The recycling bins had been installed a system for sorting to be worked out with Chris

Action: HP

- Hills Waste Contract: The cost to change to a fortnightly collection will be £898.

Action:MC

10. Correspondence:

- Letter had been received regarding the use of portable barbecue during the recent hot weather. It was agreed to discuss this further at the next meeting
- Mill Lane Hedge – Mark Taylor will be cutting the hedge shortly
- Dumping of grass – notification that the occupants of 7 Valens Terrace are dumping grass cuttings into the By-Brook. It was agreed that a letter should be sent to Natural England about this

•

11. Items of Report and future Agenda items:

- Electricity pole behind the Queens Head – it was asked if the Committee could look at putting the electricity cables underground

Date of next meeting – 4th December 2023

Chairman

Meeting closed at 8.45 pm