



BOX PARISH COUNCIL

MINUTES OF AN MEETING OF THE PLAYING FIELDS MANAGEMENT COMMITTEE HELD ON 7th APRIL 2025

Present: Councillors: B. Walton (Chair) M. Tye (Vice Chair); T. Walton; R. Bean; G. Potts – Box Allotment Group; K. Darby – Bowls Club.

Ms. H. Barbrook (Asst. Clerk)

1. Apologies: Cllr. R. Bolton; Cllr. N. Ingledew; Cllr. H. Parker.

2. Public Question Time: No members of the public present.

3. Declaration of Interests: There were no declaration of interest relating to items on the Agenda.

4. Minutes of the Meeting held on the 3rd February 2025, The Minutes of the Meeting held on 3rd February 2025 were accepted as read.

The minutes were then agreed as a true record.

Matters Arising:

1. Play Areas:

Community Playground Development Group: No update as the group has not met recently.

Playground Checklist:

Revised checklist was agreed but awaiting final edit from Open Spaces Manager (OSM) **Action: OSM to update.**

Completed checklist to be sent into the Clerk weekly. **Action: OSM**

The Committee would like to see completed checklists at Committee meetings; decided to discuss further before making a final decision.

Cantilever tyre swing:

Asst. Clerk has obtained quotes from 2 playground contractors; Committee thought they were very expensive. Cllr. T. Walton has arranged to meet Jim Symon a local timber framer on site to look at the decaying timber support.

Suggested that Mark Hughes of Big Wood Play.com also look at the tyre swing to assess and other equipment in need of repair. Noted that the tyre also needs replacing.

Walkabout: noted that Grasscrete needed for under 7's play area on the outside of the new steps and adjacent to the Tractor shed – the later will be a bigger quote.

The play hut in the U7s needs 4 uprights and 1 floor panel replacing; OSM can carry out work Cllr. T Walton may be able to provide materials. **Action: Cllrs. T. Walton & M.Tye to liaise with OSM.**

Slide steps are starting to deteriorate; OSM to do a temporary fix but needs a longer-term solution. **Action: Cllr. M. Tye to contact Mark Hughes for assessment of play equipment. OSM to carry out temporary repair.**

Bench resiting

Bench now moved to Tennis Courts and concrete broken up; bins still need moving. **Action: OSM to move bins.**

2. **Allotments:**

Update from allotment representative:

G. Potts reported that she is now sharing her allotment 9A but she retains the tenancy. Allotment 10A unfortunately there has been a death in the family and tenant has stated to Cllr. B. Walton he is giving up the allotment.

Action: Asst. Clerk to contact tenant to express the Parish Council's condolences and confirm end of tenancy; to be relet to next person on the waiting list.

Allotments 8B and 7D are in poor condition.

Action: Asst. Clerk to request return to cultivation by next walkabout in May.

Requirement for more Beech whips for the gaps in the hedge. **Action: Cllr. B. Walton to source.**

Mill Lane entrance – fence wire now needs replacing. **Action: OSM.**

The dead hedge has now been topped up.

It appears that the tenant of allotment 1A is cultivating allotment 1 B. **Action: Asst, Clerk to check and resolve with tenants of 1A and 1B.**

Security and Fencing quote:

Decided Corsham Patios quote is over £500 and requires a drawing of how the brace would work.

Action: Asst. Clerk to request further quotes from Ashley Rich and Andy Higham.

3. **Trees and hedges.**

Tree work now completed on high priority trees.

As the donated Oak trees could not be planted in the original suggested location due to the future installation of a storage tank by the Water Board; Cllr. B. Walton took advice from Tree Parts Ltd and OSM; now planted at the bottom of the slope by the football pitch. Cllr. R. Bean felt Cllr. B. Walton had gone beyond the Terms of Reference of the Committee however the Committee was happy with action taken and the new location as previous minutes stated "either need to be deferred or choose another location."

Mulch mats are next to the hazels in the allotments. **Action: Cllr. B. Walton to liaise with Tree Parts Ltd. about cost and sizes.**

Tree succession planting plan.

Now areas identified for succession planting need to drill down on types of trees appropriate, once identified could advertise commemorative planting on website. Need to check with Wessex Water whether it is possible to plant above storage tank once installed.

Action: Cllr. B. Walton to liaise with Tree Parts Ltd. to identify suitable trees.

4. Bowling Green:

Bowls Club representative K. Darby said Club will be starting to play again from 11th April; they will be holding an open event on the 3rd May with a raffle to support Box Cubs.

Committee was happy with the outcome of the contract meeting with ASMC.

Contract between Box P.C. and Bowls Club.

Bowls Club is billed monthly in arrears. The Working Group will look at a peppercorn rent going forward.

Action: Cllrs. B. Walton and R. Bean to check that figures are balanced for year 2023/24

Recommendation: That the Box P.C. Bowling Green contract be accepted for 2025/26.

Agreed with 1 abstention.

5. Tennis Courts

Working Group update.

Discussion on becoming a Tennis Club and create a membership, booking system and produce a Business Plan so they can manage the courts in future.

Confirmed grant from Community First for £10k to help resurface 2nd court; applying to the Area Board in June; hoping to start work in the Autumn. Opening of resurfaced court went well.

All agreed to keep old court open as a trial so anyone can use it at any time.

All agreed to go back to Grimshaw Ltd. to quote for 2nd court with the aim of using the same contractor if costs haven't significantly increased.

4 bulk bags of gravel and 75 m of weed membrane needed to prevent weeds around the courts: not to exceed £500. **Action: Cllr. B Walton to cost and order.**

6. Cricket Club

The Cricket Assessment report on the pitch circulated by the Cricket Club assessed the pitch as basic. Cllrs. felt a lot of time and money had been spent on the pitch and were disappointed. Suggested that both the cricket outfield and pitch plus the football

pitch could be cut once a week and doesn't need harrowing. **Action: Asst, Clerk to gain feedback from OSM on proposal and feed back to Committee members.**

7 Path lighting

Check possibility of an additional electrical connection point to connect to both the top and bottom tennis court gates.

Work to be done in 2025/6; hire a mini digger and purchase sand (3 - 4 bags of sand) to dig trench; work to be carried out by OSM. Need to check with preferred contractor specification of trench needed **Action: Asst. Clerk to request figures from OSM for hire of digger and cost of sand as soon as possible so the work can go ahead.**

8. Recreation Ground

Review of charges

Increase Football Pitch hire to £35.

Cost of using showers to go to the Buildings Committee for consideration.

Keep Tennis Court fees the same while courts are being resurfaced currently per hour £5 adult, £2.50 child, £5 to use lights and £10 for coaching.

Query whether there is a hire agreement with the dog trainer using the Recreation area on Saturday mornings. **Post meeting note: There is a licence agreement; to be reviewed at next Finance and Governance meeting.**

Application for use of Recreation Ground by Box Revels 25th and 26th May.

Would like the wet weather plan so can be circulated to the Full Council; needed by 16th April. **Action Asst. Clerk to chase up.**

Recommendation: To agree in principle to application for use of the Recreation Ground by Box Revels 25th and 26th May 2025 subject to receipt of wet weather plan and copies of insurance documents for their equipment.

6. **To consider any matters arising from the walkabout not covered under Agenda.**

Basketball Court surface.

Action: OSM to pressure wash to remove moss,

- Cllr. H. Parker has offered to re do planters with her father
- Grass meadow plan, **Action: Cllr. M. Tye to circulate**
- Historic rubbish. **Action: Cllr. M. Tye to investigate cost of a covered skip.**
- Lovar Garden. Notice boards need washing. **Action: OSM**
- Need to build up funds for bridge replacement and bulb planting in the Autumn.

7. **Climate Strategy Action Plan**

No feedback currently.

8. **Correspondence;**

- Request to use Recreation Ground to launch Hot Air Balloons 24th May. **Recommendation: Agree provisionally subject to approval**

by OSM and receipt of risk assessment and insurance documents.

- Request to do Field Work in the Lovar Garden area, 2 days in July from Corsham School. **All agreed and requested a copy of the report from the field work.**
- Update: School Lease for use of the Recreation Ground has been sent by the school to the Mosaic Trust of which they are now a part.

9. Items of report and future agenda items.

No future agenda items suggested.

10. Date of next meeting – 2nd June 2025

Chair

Meeting closed at 20.57 pm