



BOX PARISH COUNCIL

MINUTES OF AN MEETING OF THE PLAYING FIELDS MANAGEMENT COMMITTEE HELD ON 3rd JUNE 2024

Present: Councillors: B. Walton (Chair);
M. Tye; N. Ingledew; H. Parker;
Mrs Carey (Clerk) Ms. H. Barbrook (Asst. Clerk)
Ms. G. Potts – Box Allotment Group; Mr. K. Derby – Bowls Club.

1. Apologies: Cllrs T. Walton
Mr J. Wellesby – Cricket Club

Absent: Cllrs. R. Bean & R. Bolton

2. Public Question Time: Mr. K. Derby asked about the potholes to the entrance to the car park by the recreation ground as they're deep and are now a safety issue.
Action: Clerk to contact Open Spaces Workers to fill these in as a matter of urgency.

Election of Vice Chair: Marilyn Tye was unanimously elected.

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

4. Walkabout 30th May 2024 – not covered in the agenda:

- Tracks created by vehicles from Revels on grass – to be harrowed and scarified
- Mesh needed to sides of 'bug hotel' **Action: Cllr. T. Walton to provide**
- Tree Parts are donating 3 Oak trees – need to agree where these are to be planted with Daniel. **Action Cllr. B. Walton to talk to Daniel.**
- Dog poo bins – need checking; more bags required on a regular basis; once 1 box empty Open Spaces Workers to notify Clerk to ensure they don't run out.
- Yellow rattle to be planted to banks – leading up to football pitch and by bowls pitch. **Action. Cllrs. M. Tye & B. Walton to harvest seeds from existing plants locally.**
- Keep mowing path so it is further outside of tree canopy
- Rock Circus – needs spraying for weeds. **Action: On Open Spaces Workers' job list**
- Suds Pod– now planted up
- Path to back of gardens of Mead Villas: One quote received from Ashley Rich; agreed to obtain further quotes. There is an understanding from the school that the P.C. will maintain this path. Work will need to be done Autumn/Winter after cricket season. Have £4.5 k in budget.

Proposed N. Ingledew. Seconded M. Tye

To recommend to borrow internally to complete this work this financial year and to put monies back into budget for next year, as there is a £2,000 shortfall in the current budget. Agreed unanimously.

Agreed to obtain further quotes e.g. Corsham Patio and Fencing.

Need to check ownership of wall to back of gardens of Mead Villas, specifically no. 5 as wall bowing out so safety needs to be checked before work is done.

Action: Clerk to write to the residents.

- Item for future budget – remove recycling bin at bend in path and install a new one adjacent to bench
- Notify Highways Committee that post and wire fence opposite Valens Terrace is very shaky in parts, some posts are very loose.

5. Minutes of the Meeting held on the 8th April 2024, The Minutes of the Meetings held on 8th April 2024 were taken as read and signed as a true record

Matters Arising:

a. Play Area:

Box Playground Development Group: Chloe Barton is to set up a bank account and do an article for the Parish Magazine. Marilyn Tye will draw up a specification for the play area with James Whittleton from Corsham T.C.

Phillipa Mullins is looking at raising funds and how they can use Thomas the Tank Engine as part of that. Liz Mathews of Lorne House has been contacted and she is keen to help.

Next meeting 6th July.

Action: Clerk to contact Open Spaces Workers to remind them about spraying to remove weeds from the play area as a priority.

b. Allotments:

The lock to the shed has gone.

B. Walton has contacted the next person on the waiting list about taking up no. 9B as they are not continuing. Jane Charlton needs a warning letter about the need to work her allotment up to 50% to keep it viable. **Action: Clerk to write letter.**

The paths need strimming. **Action: Clerk to remind Open Spaces Workers.**

Retaining work to edge of path after entrance gate is not up to scratch; Asley Rich has agreed that this is the case and will return to re do the corner edging.

Currently 2 people on the waiting list and one has now been offered 9B; awaiting a response.

Coppicing and pollarding of lower hedge now been done.

A new combination padlock is needed for the entrance gate. **Action: B. Walton to purchase.**

Mr. K. Derby requested a key to the exit gate. **Action: G. Potts will drop off a key with the Clerk.**

Pruning at head height required to bottom path including brambles need 'pinching' out to prevent becoming over grown; the Open Spaces Workers have this on their list of jobs.

Trees:

T19 Crack Willow: It had been recommended that this tree needs pollarding. If it is left to grow unchecked it could have limbs fail or split off. The tree is not on Parish Council land. It was agreed to contact the landowners notifying them of the advice received. If nothing is done the Parish Council could look at cutting off the limbs that are overhanging the allotments. B. Walton still needs to get in touch with resident about cracked willow.

Chesnut Tree noticeboard: now has been measured 68 X 92 cm; will have information on tree works.

c. **Update on Lovar Garden:**

Accessibility path now completed; all agreed a good job had been done.

Melissa Hoskins who carried out the pond survey will attend the Lovar Garden walkabout in Big Green Week.

Pond liner leak now fixed but stones needed to cover edges as wood keeps disappearing: **Action: Ask Cllr. A. Barton if he has any that could be used.**

Step down to bridge now fixed.

d. **Mill Lane and Allotment hedge:** Some beech hedging and hawthorn had been planted to fill in the Mill Lane and Allotment hedge. The working party also mulched and planted hazel, dogwood etc.

e. **Bowling Green:**

Mr. K. Derby thanked the P.C. and the Revels Committee for a great event. It has encouraged interest in the Bowls Club.

The Village Open event has been moved to the 7th September. A P.C. team is invited; 3 in a team. They will be raising money for School library which is their chosen Charity for this year.

They would like to help with raising money for the Tennis Courts. **Action: B. Walton to take to working group.**

Requested at full Council meeting that the Bowls Club approach Bowls England for funding first for their grant application for accessibility steps to the green; the P.C. would like to see applicants secure matched funding wherever possible first. **Action: K. Derby.**

Cllr. H. Parker asked if the Bowls Club could attend a living well session in August at the Community Café following her meeting about social prescribing with Box Surgery.

6. Other items for discussion:

Tennis Courts: The report from the recent meeting of the working group had been circulated. An article will be put in the Parish Magazine.

The goal for fundraising is £50K with the total to date £8595

Pickle Ball session raised £58.

Tennis bounce back logo was printed up and donated by John Herlinger.

There will be a Box Choir concert on 3.7.2024 at the Queens Head to raise funds; to include fizz and strawberries will be a ticketed event.

Investigating holding a Wimbledon Sweepstake; Wimbledon finals screening at the Queens Head in the Marquee; Women's Final 13th July only as there is an existing event that clashes with the Men's.

Summer holidays Greg's Marathon, Olympics Tennisathon Greg is doing tennis coaching over the summer and suggested he could run 2 – 3 tennis events/ festival. details TBC.

Suggestion of producing a Calendar; Julian is approaching people to pose for Calendar; his daughter can take the pictures; people to pay up front then just print the number required. Photos Spring/Summer. Design and print Autumn/Winter.

The working group was looking at branding. An application for match funding was being drawn up to present to the Area Board.

Cllr B. Walton has contacted Community First to see if an application can be made to the Landfill Community Fund. Also looking at company donations and approaching the Area Board for matched funding.

Next meeting 9.7.2024.

Forward Plan/Risk Assessment: This will be updated.

Asset Management Plan: Cllr Walton was drawing this up

Risk Assessment for Use of Chemicals and Use of Machinery & Equipment:
To be discussed with the Open Spaces Workers. **Action. Cllr. B. Walton**

Signs on Recreation Ground: The signs are now up. Need to obtain quotes for some more durable metal signs to put in future budget. **Action: Clerk to chase up Lovar Garden sign**

7. Climate Strategy Action Plan – Impact on Playing Fields and Pavilion actions:
Need clearer signs on recycling bins especially at the top of Valens Terrace. **Action: Cllrs. N. Ingledeu and H.Parker to decide on a scheme**

8. Correspondence:

Letter re dangerous grasscrete: All agreed that as this was not mentioned by the ROSPA report that it does not warrant further action.

9. Items of report and future agenda items:

- Campfest – need to chase risk assessment. Gemma Dando has enquired whether they can pay a fee to the P.C. for waste management of the event; does it coincide with Hills collection and/or could the P.C. pay for another lift and recharge Campfest. **Action: Cllr. H Parker to check with Hills.**
- Suggestion of another working group on the recreation ground on 21st July; Cllr B. Walton to confirm.
- Outside light at Selwyn Hall. Cllr. H.. Parker meeting with members of the management committee tomorrow to discuss.
- Terms of Reference and policies for agenda for next meeting
- Recently was a problem with the Ambulance Service not having a code to the gate to the recreation ground; Action: Clerk to check with Community Policeman that the emergency services have the code.

10 **Date of next meeting** – 5th August 2024

Meeting closed at 8.20 pm

Chair