



BOX PARISH COUNCIL

THE MINUTES OF A MEETING OF THE PLAYING FIELDS & PAVILION MANAGEMENT COMMITTEE HELD ON 26th JULY 2021

- 1. Present:** Councillors: B. Walton (Chairman); J. Clifford; I. Johnston;
H. Parker; S. Parker; R. Smith; M. Tye
Mrs Carey (Clerk)

Mrs. J. Warren and Mrs A Wilson (Box Bowls Club)
Ms G. Potts (Box Allotment Group)

2 members of the public
- 2. Apologies:** Cllr D. Wright
The apologies were accepted.
- 3. Absent:** Nil
- 4. Public Question Time:** There were two members of the public present.
Mr T. Walton stated that there was a long waiting list for allotments and that it was a statutory duty of the Parish Council to supply them.

Mr R. Bean stated that over a 24 months period the Parish Council had committed to spend nearly £20,000 on the maintenance of the Bowling Green. This only benefits a tiny handful of people. There is no agreement with the Bowls Club. This is an enormous financial liability and the Parish Council need to look at the way it is managed.
- 5. Walkround:** There had been a walkround of the Recreation Ground and Pavilion prior to the meeting.
- 6. To consider any items raised by the Allotment Group or User Groups**

Allotments
Gilly Potts thanked the Parish Council for the new allotment gate. She reported that all the spiky pieces of wood at the bottom of the allotments had been cleared but the bridge across the stream was still in place. She also thanked Councillor B. Walton for the garden at Vine Court. She had been against this but admitted that this had grown beautifully and she had changed her mind. She also thanked the Parish Council for the imaginative idea of letting some of the grass to grow on the Recreation Ground; the feedback Gilly had received from young mothers with young children "is so positive, they've absolutely loved it as it's their little ones first experience of long grass, flowers to pick and somewhere to hide – a magical thing for them" Please would the Parish Council sanction this for next year.

Bowls Club: Mrs Warren reported that the flag pole had been repainted. The Bowls Club were cleaning the bottom room of the Pavilion after use as requested.
- 7. Minutes:** The Minutes of the meeting held on 7th June 2021 were taken as read and were signed as a true record.

8. Matters Arising:

- a. **Control of dogs:** The new signs had been delivered and will be put up. **Action: HP**
- b. **Play Area:**
Under 7s Play area
Steps for the bank in the Under 7s: A.J. Rich had completed the work to the steps at a cost of £2470.35 + vat. On the walkround the Committee had looked at the second entrance. It was agreed that a new gate to match the existing, possibly with rising hinges, should be made. Cllr Walton agreed to speak to The Shed. **Action: BW**
Replacement picnic table; A new picnic table is needed for the Under 7s. Discuss at the next meeting
- c. **Inspection of the football pitch:** The new FA app was now available and the Groundsman had downloaded this. He is pursuing the soil samples etc that are required.
- d. **Spraying and cutting of Recreation Ground** It was agreed to leave the spraying until the FA report on the football pitch had been received. Joel talked about localised spraying of the Sports grass when the benches are out of the workshop and he can access the spray boom
- e. **Compost heap:** The Committee had looked at this on the walkround and agreed where the hedging should go. It was felt that this should be grown to match the existing natural hedge on the edge of the car park. Cllr Walton had received details of types of hedging plants available free of charge from the Woodland Trust. The Committee discussed these and it was agreed that one set of "Wildlife" and one set of "Year-round Colour" be requested. These could be planted using volunteers from the community. **Action: BW**
- f. **Vine Court bedding;** The planting of the rest of the area to be discussed at a future meeting
- g. **Playground log book of repairs:** On-going .
- h. **Assessment of litter bins:** Cllr Smith to carry out an assessment to see whether any more bins are required. **Action: RS**
- i. **Definitive height of the Mill Lane Hedge:** Cllr Walton to take photographs of the hedge and mark out the height. **Action: BW**

9. Issues relating to the Allotments

- Metal on the bank of the allotments: Some of the metal on the bank in the allotments had been cut bank and the rest had been covered by soil. The Committee will continue to monitor this.
- Gate: A new gate for the allotments had been made by The Shed. It is **recommended** that the Council make a donation of £100 to The Shed to include the cost of the materials
- Access from private gardens to allotments: Letters had been sent to all the residents of Fairmead View
- Rubbish at bottom of Allotments: As reported above the rubbish had been removed.
- Hawthorns – It was noticed that the pollarded hawthorn trees are sprouting
- Strimming of paths in Allotments: The allotment holders had been consulted and the Groundsman has a map of the paths that are to be strimmed and which are to be left.
- Provision of more allotments: Cllr Walton agreed that the Council needed to look at sites for more allotments, perhaps at Rudloe. It was agreed to discuss this at **Full Council**.

10. Lovar Garden – update:

- Two of the new benches are in situ along the straight area of the walk. The other bench will be put nearer the pond shortly. The plants put in by the Cotswold Wardens are doing well. The final item for the first stage would be the design and manufacture of the Interpretation Boards.

11. Risk Assessments; to be reviewed annually

12. Items for discussion:

- **Opening of the Pavilion and toilets**: It was agreed that the Pavilion could be fully opened up from next week but to delay the restart of the Cleaning Contract until the end of August. The Clerk will ask the Bridge Club to clean up after their use. If more bookings come in between now and the end of August the Clerk will bring the matter back to the Council. Sheets with the contact details of the parish council, for the groundsman's assistant to sign when he completed his checks, would be put up on the wall of the men's women's and disabled toilets. 3 display frames to be purchased **Action: clerk**
- **Bowls Club Greenkeepers Manual**: This had been circulated to all members and the Clerk will thank the Bowls Club for this useful document. The Clerk will contact the Contractors to ensure that they are using the least harmful chemicals on the Green. **Action: Clerk**
- **Bowling Green Contract**: The contract will be up for renewal again in October. The Clerk had drawn up a document. This compared the existing contract with quotation received from Avonmore, the only other company who would be willing to undertake the work. However, they would only carry out the provision of materials, chemicals and work required but would not undertake the cutting of the Green. The document also showed the maintenance arrangements for other Bowls Clubs in the area.
After discussion it was agreed not to pursue the contract offered by Avonmore. The Committee were happy with the existing contract and will discuss the formal renewal at the next meeting when the new cost had been received.
- **Bowls Club charges**: The Clerk explained the history of the maintenance of the Bowling Green and the hiring charges for the Bowls Club. The committee agreed to set up a working group. It was felt that it would be helpful to have a working group with members of the Bowls Club. Cllrs Walton; H. Parker; S. Parker and D. Wright to meet with them.
- **To consider the quotations for work to the large Lime tree**: Three Tree Surgeons had looked at the Lime Tree and two had given quotations for either removing the defective stems or to fell the tree.

Daniel Part had explained that the structural integrity of the tree had been mechanically compromised for some time, due to its past pollarded form, regenerating as a multi-stemmed tree. The trees sap flow and default of vigour is now favouring the north side of the tree, leading to the late and limited flush of buds on the south side. The cambium on the depleted side of the tree is still alive, but a high proportion of buds have failed to open, giving the overall impression of dying. The tree now requires immediate attention to remove up to 50% of its extended lateral weight from its lower southern boughs, pruning it back to minor secondary growing points. In addition he would propose to remove 70% of its central leading stem that has a southerly bias, retaining a secondary growth point. These works will allow the tree to remain balanced and to promote the continuation of

vigorous existing foliage, from the north side of the tree, to redevelop in a southerly aspect. He suggests that in the context of the trees overall condition, it would be an unnecessary reaction to condemn the tree and lose such a significant value of localised public amenity and intrinsic conservation benefit.

It is **recommended** that his quotation for the work in the sum of £1160 + vat be accepted. There may be an additional cost of £80 + vat if planning consent was required.

Following on from this, the Committee had looked at the Horse Chestnut tree on the Recreation Ground near to the corner of the School Playground which needs attention. The last full tree survey was carried out in 2012 The Committee agreed that in light of this as a matter of urgency, for health and safety reasons a full tree survey of all the trees on the recreation ground should be carried out as soon as possible (before this winter). It was agreed that three quotations for this are obtained.

- **Review of dog bag dispensers – ongoing costs and environment impact:** This had been raised at the Policy & Finance Committee. The dispensers had been purchased and put up in November at a cost of £396.52 + vat. Each dispenser had been purchased with a box of 800 bags (one box with each dispenser). A further three boxes of bags had recently been purchased at a cost of £129.25 + vat. After discussion the Committee agreed that it was happy to continue using the dispensers but should look at using thinner cheaper bags in the future. The Climate Strategy Group would look at the use of these bags.
- **Request for a tree to be planted in memory of Roy Hodges;** Box NATS will donate the money for the cost of the tree. It was suggested that a native Horse Chestnut tree could be planted on the bank near to the Lime Tree. The Parish Council will source the tree which should be less than £100. Clerk to speak to Box NATS **Action: Clerk**
- **Ordering of more woodchip for the play area:** It was agreed to purchase two pallets of PlayGrade woodchip from CPA Horticulture at a cost of £391.66 + vat
- **Items to be considered for inclusion in the budget:**
The Committee needs to start thinking about what should be included in the budget and the building up of reserves. The suggested items were:
 - Money for tree survey and work to trees
 - Future resurfacing of car park and tennis courts – build up reserves
 - New flower planters
 - Car Charging points – this is being considered by the Climate Strategy Group and there may be a grant from Wiltshire Council
 - To continue building up reserves for play equipment and a new bridge at the Lovar garden.

It was reported that an application for funding was being made through the Farming in Protected Landscape

13. Pavilion

- **Solar Panels and Air Pump:** Quotations are being obtained for solar panels for the Pavilion and the Tractor shed. A grant of up to £4000 for energy saving

in community buildings may be available through the Thrive Renewables Community Benefit Programme. It was also agreed to look at carrying out an Energy Survey of the Pavilion. The deadline for this is September so will need to be looked at in conjunction with the climate strategy working group. The Solar panels will be discussed further at the next meeting in October.

- **Projects for the use of the S106 money:**

- Solar panels and energy improvements

Committee to discuss possible ideas. Cllr Walton undertook to ask the user groups and parishioners for ideas to improve the building. **Action: BW**

14. Items raised at the walkround:

- Seat by the play area – this needs a new oak plank
- Weeds on the Recreation Ground – the Groundsman will carry out a localised spraying in the near future. Covered above
- Replacing of picnic table in Under 7s – be discussed further at the next meeting in October.
- Reseeding of the grass area in front of the Under 7s – this will be done in the Autumn.

15. Correspondence:

Letter received from a parishioner re the condition of the Recreation Ground was discussed.

- Poplar trees - these will be looked at when a tree survey is carried out
- Silver Birch – it was agreed to discuss this at a later date
- A new Rowan tree could be planted at the bottom of the Recreation Ground the next time a memorial tree is required
- The weeds had been discussed earlier in the meeting.

16. Items of report and future Agenda items:

- a. Fence going into the Car Park – this is getting worn down. It was suggested that some of the hedging whips could be put in in front of it.
- b. The gate to the Car Park needs a coat of hammerite
- c. The two name signs at the top of Market Place need replacing
- d. It was reported that a very large delivery vehicle had got stuck for 1 ½ hours in Market Place at the weekend. The driver was following his satnav. A sign “unsuitable for large vehicles” had been requested. This will go to CATG
- e. Car Park on the Common – it was reported that this does not conform to the planning application. This is being addressed by the Box Hill & Rudloe Open Spaces Committee.
- f. Bybrook Conservation website is now up and running.

17. Date of next meeting: 4th October 2021

Chairman

Meeting closed at 9.35 pm