



# BOX PARISH COUNCIL

## THE MINUTES OF A MEETING OF THE PLAYING FIELDS & PAVILION MANAGEMENT COMMITTEE HELD ON 6<sup>th</sup> JUNE 2022

**1. Present:** Councillors: B. Walton (Chairman); N. Ingledew; I. Johnston; H. Parker;  
R. Smith; M. Tye; D. Wright  
Mrs Carey (Clerk)

Mrs. J. Wright and Mrs T. Meek (Box Bowls Club)  
Ms G. Potts (Box Allotment Group)

**2. Apologies:**

**3. Absent:** Councillors: J. Clifford; S. Parker

**4. Public Question Time:** There were no members of the public present

**5. Election of Vice-Chairman:** Cllr Marilyn Tye was unanimously elected as Vice Chairman

**6. To consider any items raised by the Allotment Group or User Groups**

Allotments: Discussed later in the meeting

Bowls Club: Discussed later in the meeting

**7. Minutes:** The Minutes of the meetings held on 4<sup>th</sup> April 2022 were taken as read and were signed as a true record subject to an amendment in 8a to read "Cllr Tye had met with representatives from the Martingate Play Grounds Committee"

**8. Matters Arising:**

**a. Play Area:**

The repairs to the multi-play area in the Under 7s that had been highlighted in the RoSPA report had been repaired by D. Clifford in the sum of £138. It had not been possible to weld this but the steps had been reinforced with an angle iron over the corroded area.

Resister Graph testing to confirm the integral structure of the equipment – quotation received in the sum of £495 + VAT to carry out the test on the Cantilever Swing.

It was **recommended** that this been accepted.

Clerk to establish the cost for carrying out a further test on the Bridge and Boulders at Rudloe Play Area

Gate to Under 7s: The Grasscrete had been installed and the grass was growing well. This is now completed

Future replacement of play equipment – A lot of the existing play equipment is dated and more stimulating items are needed.

A working group comprising Cllrs Tye; Smith and Johnston will look at this and bring figures back to the budget meeting. Cllr Tye had met with the Head Teacher

at Box School to discuss the possibility of donating a piece of equipment to the Parish Council. However this would have to be a piece of PE equipment to meet the needs of the school. This will be discussed further. It was agreed to approach the Green Room Youth Club and Box Kids to consult with the youngsters and involve them in the types of equipment preferred.

**b. Allotments:**

Shed: The shed had been installed.

Allotments

Cllr B. Walton and Ms Potts from the Allotment Group had inspected the allotments. Cllr B. Walton stated that she would be relinquishing her allotment agreement. Several people on the waiting list had been approached. Some of them had not replied and two wished to defer taking over an allotment. This allotment will now be taken over by Sheryl Phillips. Clerk to draw up the Allotment Agreement.

The tenant on allotment 10b has stated that he would like to cut down the plum trees. As these are diseased it was agreed to give him permission for this.

Hedge Management for the Autumn: Cllr Walton will meet with Cllr Wright to look at this.

Letter to Allotment holders:

It had been noted that allotment 8b had not been worked recently. A draft letter had been drawn up which will go out to all allotment holders asking everyone to consider whether they wished to continue with their allotments. It was also stated that one allotment holder had not been working on their plot – however this was now being worked by relatives who have the adjoining plot. It was agreed to wait and see if there is any outcome from the letter.

Paths on the Allotments: Clerk to remind the Assistant Groundsman that the paths need to be regularly mown and strimmed to reduce the number of weeds. This needs to be done at least once a month.

Additional allotments: The owners of Grove Farm had stated that they would be willing to provide space for allotments in the future. Cllr Wright will approach them to discuss this

**c. Update on Lovar Garden:**

Pond:

An application had been made to Wessex Water Environment Fund for a grant towards the creation of a bog garden. A letter had been received from a disabled parishioner regarding access around the pond. Cllr B. Walton had met with him and explained the project and that the Council would be applying for a grant for Paths for All and he was happy with the situation.

Information Boards:

Cllr Walton is working on the designs and will obtain quotations.

Corner by the By Brook: The area concerned is owned by Network Rail and not the Parish Council. A resident had been concerned about the state of the bench and had offered to replace this. It was suggested that the parishioner should approach Network Rail direct.

Safety of steps: new handrails are needed to get down the steps to the bridge.

Wiltshire Council can provide these for £100. This would also enable a handrail to be made for the little bridge.

It was **recommended** that the Parish Council asked Wiltshire Council to provide these at the cost of £100

d. **Inspection of the football pitch:** The Groundsman to be reminded again of the deadline for the soil samples.

e. **Trees and Hedges:**

**Newly planted Hedge:** Clerk to ask the Groundsman to hand weed under the new hedging Daniel Part had delivered more chippings which could be used to mulch the new hedge plants

**Update on Tree Survey**

Cllr Walton had met with Jon Price and Daniel Part to discuss some of the issues arising from the survey following the Parish Council's resolution that the revised quotation from Tree Parts for work to five trees in the sum of £985 + vat be accepted.

**Horse Chestnut tree (T13):** It was proposed that there be a phased pollard over two/three growing seasons starting with a 6m high pollard, reducing this to 4.5m. The committee were happy with this idea, it was agreed to ask Daniel Part to quote for the work.

**Red Horse Chestnut (T29):** Daniel Part had approached the school re the possibility of leaving this as a veteran tree which could be used as an educational tool for the school. In principle the Committee was happy to pursue this idea.

**Action** Cllr Walton will speak to the head teacher. Daniel would be prepared to take this work on free of charge (provisional to the work on the other Horse Chestnut being accepted).

**2026 Legacy Trees:** Daniel Part had put forward an idea for succession planting. This could be planting six lime trees spaced out in between the meadow area and the football goal which would replace any trees lost at the top of the Recreation Ground. It was queried whether six of the same species was the best idea. An offer had been received from a resident to plant several small trees on the Recreation Ground. It was suggested that these could be in between the humps and the Rock Circus and could be smaller trees ie Rowan or Crab Apples. It was agreed to pursue this further and it will be discussed at the next meeting.

**1 year+ tree works recommendations:** After meeting with Jon Price and Daniel Part it was **recommended** that the Parish Council continue to work with Tree Parts Ltd to cover the work identified in the tree survey. Daniel Part will send in further quotes for the work.

**Ash tree by the children's Play Area:** There was a discussion as to whether this tree should be felled or left as it was now looking healthier. It was **recommended** that this tree be felled as previously agreed.

f. **Bowling Green**

**Irrigation Service Contract:** An options paper had been drawn up and circulated. Three options had been identified:

- Maintain the existing contract - £650 pa
- Reduce the existing contract to include inspect, test and commission the irrigation system at the start of the bowls season. That there be a repair and

maintenance call out capability incurring an additional cost. Parish Council staff to carry out the decommissioning of the irrigation system at the end of the bowls season

- Identify a local commercial organisation that is capable and willing to take on the existing commercial contract.

The preferred option was to continue with the current situation for this year and investigate the possibility of someone more local taking over the contract long term.

Risk and liability: The component parts of the irrigation system are:

- the pump and control panel (replace in 2019) and the electronics the in pump house shed. Estimated replacement cost £2000 (expected life 25 yrs)
- the sprinkler head gearing system – 4 of these estimate replacement costs £500 each
- Irrigation system pipework – estimate replacement cost £5000 ( expected life 25 yrs)
- Water tank – recently replaced at £2000 (estimated life 25 yrs)

This will be discussed further.

It was also identified that the paved area surrounding the Bowling Green is a considerable trip hazard.

The representatives from the Bowling Green reported that the Bowls Club could not be responsible for the starting up and closing down of the irrigation system.

It had been suggested previously that the Bowls Club could pay a peppercorn rental to the Parish Council and take over the maintenance of the green, irrigation system etc. This will be taken back to the Bowls Club for discussion, and be an agenda item at the next meeting.

#### Public Rinks on the Bowling Green

The Bowls Club had been asked to carry out an analysis of the use of the public rinks. It was reported that historically the Bowls Club could allow use of the rinks but they would make a charge as someone from the Bowls Club has to be there and the Bowls Club equipment would be used. There is no longer any equipment available that is owned by the Parish Council.

A meeting had been held with Avon Sportsground Maintenance Co and the Bowls Club to discuss the cost of the materials used on the Green. A letter had been received from Mr. Bean querying the renewal of the new maintenance contract. The time line of the discussions for this was agreed and the Clerk will forward this information to him.

## **9. Pavilion**

Solar Panels: The electrician is ready to install the solar panels but he has to obtain prior approval from SSE to connect the panels into the grid and this is taking a long time.

Walkway lighting: Cllr Johnston was pursuing options to be discussed with the budget.

#### External Lighting:

Quotation received from SSE to provide power to the existing pole in the car park to reconnect with the pole by the entrance to the car park. There will be an additional price to actually connect the lighting. An alternative would be to have solar lights.

Light by the step; This is the main priority as this needs to be done before the dark evenings.

All these options will be pursued and discussed with the budget.

Pavilion Working Party: Working Party to be set up to look at future development and options.

#### **10. Other items for discussion**

**Tennis Court concrete haunching**: Photographs of the edging round the tennis courts received. Clerk to pursue costs for this and also quotations for resurfacing the courts.

It was agreed that the Committee should look at the cost of ownership for all its assets.

**Action** Councillor Wright

Possible funding from LTA for further improvements letter received from James Deem.

**Action** Cllr Tye to pursue this.

**Update Terms of Reference for the Committee**: These will were discussed and will be redrafted and circulated.

**Look at content for the website**: Cllr Ingledew agreed to pursue this

**Overnight parking in the car park**: A notice to be put on the car asking for this to be removed. It was suggested that some form of height barrier could be installed to prevent camper vans being taken into the car park. This would need to be movable to accommodate the bin lorries and would have to be looked into and added to a future budget.

**Purchase of additional tools for maintenance**: Clerk to ask the Groundsman for prices for these to be discussed with the budget.

#### **11. Climate Strategy Action Plan – Impact on Playing Fields and Pavilion actions:**

**SMART objectives**: These will be added to the Forward Plan under separate objective for each Committee

Recycling working group: This is being pursued. It was agreed to contact M.J. Church

**Action** Cllr H Parker

Future Wessex Water grant for rainwater harvesting: **Action** Cllrs H. Parker and Tye will put a proposal together ready to submit in a new round of funding.

Recreation Ground – mowing plan: A complaint had been received from a parishioner re the No Mow May which they felt was against the terms of the Deed of Gift. They were also concerned about additional dog mess. Cllr Walton reported she had received a lot of compliments from people on this and thanks were given to the Groundsman for the way in which he had carried this out. It was agreed to look at less strimming under the hedges.

#### **12. Correspondence:**

Rock Circus: Letter reminding the Council to use the weed killer on the rubber surfacing and to treat the stones with algicide. This could affect the guarantee on the

surfacing if it is not treated. Cllr H Parker to look into the guarantee and if any alternatives were available in the future

Offer of a memorial bench: Letter received asking permission to put a memorial bench on the Recreation Ground. It was agreed that this could be put at the bottom of the Lovar Garden. **Action** Clerk to reply sending links to the benches.

Letter re schedule of works for the Bowling Green and Recreation Ground: Letter received requesting this information. **Action** Clerk to reply.

**13. Items of report and future agenda items;**

- It was reported that the public toilets are still being vandalised. It was agreed to look at the possibility of installing hand dryers.
- Biodiversity Action Plan
- It was suggested that the Parish Council register with Wiltshire Council for two charging points on the Recreation Ground car park. This will be raised at the Highways Committee meeting
- Repainting of car park markings - Clerk to ask the Groundsman to carry this out.

**14. Date of next meeting:** 8<sup>th</sup> August 2022

*Meeting closed at 9. 25 pm*

**Chairman**