



BOX PARISH COUNCIL

MINUTES OF AN ADDITIONAL MEETING OF THE PLAYING FIELDS & PAVILION MANAGEMENT COMMITTEE HELD ON 24TH OCTOBER 2022

1. **Present:** Councillors: B. Walton (Chairman); J. Clifford; I. Johnston;
H. Parker; S. Parker; M. Tye;
Mrs Carey (Clerk)
2. **Apologies:** Councillors; N. Ingledew; R. Smith
3. **Absent:** Councillor D. Wright
4. **Public Question Time:** There were no members of the public present
5. **To consider items relating to Pavilion Management:**
 - a. **Progress on solar panels and batteries:** The solar panels had been installed.
There had been poor communication with the installers and issues had arisen regarding the scaffolding and use of the building. The battery unit is faulty and a new unit had been ordered. It was agreed that this must be fitted when there are no user groups in the pavilion.
 - b. **Progress on the walkway lighting:** The light had been fitted to the top step. A quotation for the lighting alongside the footpath down Valens Terrace had been received and further quotes being sought. The Bowls Club had asked for a possible light by the gate and it would be considered whether to extend the lighting to the Selwyn Hall entrance. It was asked whether this meets with the Climate Strategy Plan as it could cause light pollution.

Wessex Water will be carrying out extensive work in 2025 which would involve a lot of lorry traffic accessing the Recreation Ground. It may be possible to work alongside them re the pull in place etc.
 - c. **Car Park Lighting:** Quotations had been obtained for five solar lights. The Parish Council would need to decide whether it wants more lights put in. A survey to see how much light was required could be carried out at a cost of £155
 - d. **Valens Terrace pull-in:** It had been suggested that this be moved to the Highways budget
 - e. **Cracked window in the kitchen:** The Clerk will ask Corsham Windows for a quotation for the repair to the window.
 - f. **Toilet vandalism:** It was **recommended** that both the Ladies and Gents public toilets be shut at night with only the disabled toilet left open. Quotations received for stainless steel toilet roll dispenser to be placed in the disabled toilet. The Clerk will check which would be compatible. It had been agreed that a security light be fitted outside the toilets at a cost of £282 + vat
 - g. **Light by Bowling Green/New combination lock for the gate:** It was agreed to obtain a quote for a security sensor activated floodlight to be placed on the side of the Pavilion. The hedge would need trimming to allow this. New lock to be obtained.
 - h. **Blinds in Pavilion:** The clips had been purchased and the Groundsman will fit these

- i. **Pavilion Working Party**: No update. It had been recommended that a new committee is formed for the maintenance of the Pavilion and Council buildings

6. To discuss the hire charges for the Pavilion and booking software: It was agreed that the charging rates need to be simplified into an hourly rate for casual users and a rate for regular bookings. It was agreed to look into booking software which could be used to advertise the pavilion.

7. Items to be included with the budget:

- There would need to be a 5% increase on NDR, water etc
- Electricity – allow £2000
- Insurance – increase by 5%
- Work to buildings – build up reserves for the future maintenance - £3000
- Cleaning Contract – Clerk to ascertain the charge for 2023/24
- Replacement boiler – quotations to be obtained for various options
- Work to the patio slabs – quotations to be obtained

8. Date of next meeting: 28th November 2022

Meeting closed at 8.00 pm

Chairman