



# BOX PARISH COUNCIL

## **MINUTES OF AN MEETING OF THE PLAYING FIELDS MANAGEMENT COMMITTEE HELD ON 3<sup>rd</sup> FEBRUARY 2025**

**Present:** Councillors: B. Walton (Chair) M. Tye (Vice Chair); T. Walton; R. Bean; H. Parker;  
G. Potts – Box Allotment Group; H. Netherwood & J. Beazer – Bowls Club.

Ms. H. Barbrook (Asst. Clerk)

Absent: Cllr. N. Ingledew

**1. Apologies:** Cllr. R. Bolton

**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 2<sup>nd</sup> December 2024,** The Minutes of the Meeting held on 2<sup>nd</sup> December 2024 were accepted as read.

The minutes were then agreed as a true record.

**Matters Arising:**

a. **Play Areas:**

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

**Playground Checklist:**

Draft checklist was looked at; Cllrs thought there needed to be 2 checklists one weekly and a more in depth one either monthly or quarterly to include checks on items such as hinges, links etc.

**Action: Cllr. M. Tye and Asst. Clerk to redraft**

**Cantilever tyre swing:**

Asst. Clerk has tried to obtain quotes from various playground contractors and Ashley Rich to repair the tyre swing but contractors only want to carry out work if they have installed the equipment.

**Action: Cllr. M. Tye to check cost of replacement equipment and liaise with Asst. Clerk; Asst. Clerk to liaise with Open Spaces Worker to check if able to replace affected timber.**

Following previous correspondence from C. Williams suggesting that Box P.C. consider installing adult exercise equipment, Cllr. R. Bean has asked C. Williams to investigate what this would involve.

**b. Allotments:**

**Update from allotment representative:**

G. Potts reported that the back gate is now locking and expressed thanks. On the bottom gate the padlock is sticking, the numbers won't rotate.

**Action: Asst. Clerk to liaise with Open Spaces Worker to see if this can be resolved.**

The dead hedge has been completed by the Community Payback team adjacent to the stream boundary to help block access points is in place but needs to be higher.

**Action: Open Spaces Worker to use wood by compost area to build up dead hedge.**

Cllr. R. Bean has had a response from Head of Box School about raising the netting on top of their fence to prevent balls coming into the allotments. They will not be raising the netting and do try to prevent balls from going over as then they are lost.

**Security and fencing quote.**

Quote from Corsham Patios and fencing was considered. Cllrs. decided they wanted a more robust proposal rather than replacing like for like as this could be short lived given the wear and tear on this gate.

**Action: Asst. Clerk to liaise with Corsham Patios and Open Spaces Worker to meet on site and obtain a quote for a more long term option.**

Response letter from owner of Willow T19 dated 10.12.'24: resident feels tree is safe enough at present but is intending to pollard it by the end of January as agrees some of the branches are now rather large.

**Allotment condition:**

7D re let to Judith & Steven Ingle – tenancy signed and rent paid.

8B re let to Milly Greenslade - tenancy signed and rent paid.

Gaynor Kebbel 1A gave up her tenancy; relet to Yuka Uemera – tenancy signed and rent paid.

**Re tenancy condition:**

10A Simon Whitmore – emailed a response to being asked to cultivate; due to family illness has been unable to maintain allotment recently, will resume in the Spring, rent paid.

**Action: Asst. Clerk to respond and ask for cultivation by early April.**

Notification of increase in the allotment rental by 5% from January 2025 and rent payable by end of January 2025 went out to all allotment holders. Only one allotment holder left to pay.

**Action: Asst. Clerk to chase remaining allotment holder with a deadline for payment.**

#### **Allotment hedge**

**Action: Open Spaces Worker to cut back by end of February.**

The issue of historic rubbish was raised. Where previous allotment holders have left rubbish behind this can be left by the bins for collection. Where tools have been left behind they can be used by allotment holders.

#### **c. Update on Lovar Garden:**

Wessex Water has now confirmed that they will attend on the 10<sup>th</sup> February to reinstate valve to drain and repair path; this work is weather dependent as water level needs to be low enough to reinstate valve.

Open Spaces Worker has raked and evened out path surface where flood damaged, but it needs topping up with more aggregate. Buy bulk bag of aggregate, plus 3 - 4 bags of Mendip dust, also to use on school path.

**Action: Cllr. B. Walton to send link to Asst. Clerk.**

#### **d. Trees and hedges.**

Revised quote received from Tree Parts Ltd. as requested prioritising high priority items. Total **£2923 plus VAT £3,507.60.**

**Recommendation: The P.C. accepts the quote from Tree Parts Ltd. for work on trees deemed as a high priority due to safety concerns. Total £2923 plus VAT £3,507.60.**

Highlighted to Bowls Club representatives that item 20 Oak growing into their fence needs to be left alone.

**Action: Asst. Clerk to notify Bowls Club.**

The 6 oaks to be gifted by Tree Parts Ltd. cannot be put in the place identified due to forthcoming works by Wessex Water in 2027; either need to be deferred or choose another location.

**Action: Asst. Clerk to notify Tree Parts Ltd.**

***Post minute note: Following a walk round after the Committee meeting with Daniel Part, the Head Open Spaces worker and the Chair of Playing Fields an alternative location was agreed upon and the Oaks have been planted.***

#### **Veteran Tree Notice Board**

This is now installed.

#### **Mill Lane Hedge**

Cllr. B. Walton has agreed with Mark Taylor that this will be cut back by the end of February.

e. **Bowling Green:**

J. Beazer reported that the Bowls Club had cut the hedges mid season, washed and repaired the path around the green and jet washed the path all around the Pavilion.

Meeting confirmed with ASMC for the 4<sup>th</sup> March 20205 at 10 a.m. in the Lower Pavilion.

**Action: Asst. Clerk to notify Cllr. D. Wright of the meeting with ASMC.**

Agreed to set up a working group to look at the Bowls Club and the future relationship with the P.C.

**Action: Cllr. B. Walton to set up working group; Bowls Club to notify P.C. of their representatives for the working group.**

f. **Tennis Courts**

One court has now been resurfaced. J. Feasby, Box Tennis Bounce back treasurer, to transfer £10k to P.C. to enable payment of invoice from Grimshaw Ltd.

Further grants are being applied for from the Bingham Trust, Landfill Communities Fund and Apple.

A meeting of the tennis working group is to be held to look at how a booking system for the newly resurfaced court can work.

g. **Cricket Club**

Cllr. R. Bean has been in contact with the Cricket Club and spoken to the Open Spaces Worker; a meeting will be arranged prior to the season starting.

**Action: Cllr. R. Bean**

h. **Path lighting**

Cllr. H. Parker has obtained a 3<sup>rd</sup> quote from K. Harding.

**Action: Cllr. H. Parker to send quote from K. Harding to Asst. Clerk who is to complete the procurement matrix for all 3 quotes for the next Full Council meeting.**

May need an additional electrical spur to go in the trench dug for the path lighting to connect to both the top and bottom tennis court gates for an electronic keypad.

Path lighting – to be done in 2025/6; hire a mini digger and purchase sand (3 – 4 bags of Mendip dust) to dig trench and work to be carried out by Open Spaces Worker. **Action: Asst. Clerk to request figures from Open Spaces Worker for hire of digger and cost of sand**

**Bench restrain.**

The bench is now in the workshop.

**Action: Asst. Clerk to check completion date with Open Spaces Worker.**

**6. Walkabout – issues not covered on the agenda**

- Bench under tree adjacent to play area – agreed to move bench to Tennis Courts and then replace with a recycled bench with 2025/26 budget; store existing bin and move recycling bin adjacent to upper bench. **Action: Open Spaces Worker** Existing concrete slab to be broken up. **Action: Cllr. M. Tye to liaise with Community Payback team.**
- Basketball net and spare bought. **Action: Asst. Clerk to check with Open Spaces Worker this has been replaced**
- More “carrots” for football pitch - now been bought.
- Wall at 5 Mead Villas; request update on when footpath will be cleared so footpath can be reopened – **Action Asst. Clerk**

**7. Climate Strategy Action Plan – Impact on Playing Fields and Pavilion actions:**  
No update.

**8. Correspondence:**

From Box School re site security. Their boundary wall has been assessed as an insufficient boundary with a subsequent risk to safeguarding. As the wall is listed it can't be changed. Would the Parish Council agree to a hedge being planted on the rec side to make the boundary wider and harder to climb over. If the Parish Council are in agreement, they would be looking to the Woodland Trust as a source of trees for a hedge.

All agreed they had no objection in principle however concern was expressed whether this was a suitable site for planting as roots would disturb the listed wall making it unsafe; would need a root barrier. Suggested the School seek an opinion from Paul Emerson, Stone Mason.

**Action: Asst. Clerk to inform School of the above.**

Cllr. B Walton asked about the lease between the School and the P.C. for use of the recreation area as due for renewal 1<sup>st</sup> April 2025.

**Action: Clerk to follow up.**

**9. Items of report and future agenda items.**

No future agenda items suggested.

**10. Date of next meeting** – 7<sup>th</sup> April 2025

**Chair**

*Meeting closed at 20.27 pm*