



BOX PARISH COUNCIL

THE MINUTES OF A MEETING OF THE PLAYING FIELDS & PAVILION MANAGEMENT COMMITTEE HELD ON 1st JULY 2019

1. Present: Councillors: J. Whitford (Chairman); S. Gould; D. Moore; S. Parker;
R. Smith; M. Tye; A. Woollard
Mrs Carey (Clerk) Mr Priston (Bowls Club);
Mrs Walton (BAG)

2. Apologies: Nil:

3. Absent: Nil

4. Public Question Time: There was one representative from the Box Allotment Group and one from the Bowls Club present.

5. Election of Vice Chairman: Cllr Tye was elected Vice Chairman of the Committee

6. Issues relating to the Allotments:

- The Box Allotment Group had received a grant of £350 from the Bingham Trust to purchase a new shed
- The new pump had been delivered
- Bronwen will arrange a time with the allotment holders to fit the edging boards
- Allotment 7a had been vacated. This will be reallocated
- The bottom boundary of the allotments – discuss at the next meeting

7. Actions:

Issue raised	Start date	Actionee	Due date
Discussion on the bottom boundary of the allotments	July 2019	Cllr Whitford	2 nd September 2019
Quotes for new chain link/rope ladder	May 2019	Clerk	2 nd September 2019
Cllr Whitford to meet with William Wolf re tree in centre of pond	May 2019	Cllr Whitford	2 nd September 2019
Carry out a survey re replacement bridge	January 2019	Cllr Parker	June Newsletter
Repainting of train in Under 7s – obtain quotes for the work	May 2019	Clerk	2 nd September 2019
Work to hut and swings	May 2019	Joel Arney	Autumn
Quotes for welding to the steps and for a small see-saw	May 2019	Clerk	2 nd September 2019
Review the Risk Assessments	May 2019	Cllr Whitford	2 nd September 2019
Adult fitness equipment	July 2019	Cllr Whitford	11 th July 2019
Electric in Tractor Shed – obtain quotes	July 2019	Clerk	2 nd September 2019

Spraying of Rec. Obtain details of materials used	July 2019	Clerk	2 nd September 2019
Replacement bridge in Lovar Garden – seek advice from Architect	July 2019	Cllr Whitford	2 nd September 2019
Advice on trees in the Water Garden	July 2019	Cllr Whitford	2 nd September 2019
Sub Committee to meet to discuss the whole of the area	July 2019	Cllrs Tye, Moore, Parker & Whitford	2 nd September 2019
Obtain quotes for replacement litter bins	July 2019	Cllr Smith/Clerk	End of July 2019
Purchase of cleaning cupboard	July 2019	Clerk	2 nd September 2019
Deep clean of kitchen/extractor fans	July 2019	Ms Cox; Chris Drake	2 nd September 2019
Dispensers for dog bags	July 2019	Cllr Smith	2 nd September 2019
Additional handrail in Under 7s	July 2019	Joel Arney	Winter 2019

Playing Fields

8. Minutes of Playing Fields Management Committee: The Minutes of the meeting held on 20th May 2019 were taken as read and signed as a true record.

9. Update on issues;

- **Chain link net;** The Clerk had asked Wicksteed for a quotation re the damaged links and the possibility of a replacement chain link ladder. It was also agreed to ask for quote for a rope ladder as an alternative.
- **Survey to trees on Recreation Ground** – Survey received. Cllr Whitford to contact William Wolf re the large tree on the centre of the pond which appeared to be dying.
- Yellow hatching by disabled bays – it was agreed to leave this in abeyance
- **Play equipment;** Clerk obtaining quotations for the repainting of the train. It was agreed that this is something that could be done by a working party. Joel will repaint the hut and swings in the Autumn. Clerk obtaining quote for the welding to the steps and for a small seesaw
- **Footpath 2;** The Clerk had asked Network Rail to carry out the repairs. The Cotswold Wardens had also written to the Rights of Way Warden.
- **Review of Risk Assessments;** Cllr Whitford to update the Risk Assessment.

10. Matters Arising:

- a. **Dog Control Order;** continue to monitor the condition of the Playing fields
- b. **Seats/ Bench by Cricket Club;** The Shed may be able to help with this
- c. **Play Surface;** Continue to monitor
- d. **Picnic table;** This has been ordered.

11. Adult fitness equipment: Cllr Whitford to meet with a representative on 11th July 2019

12. Electricity supply to Tractor Shed: There will be a meeting with SSE tomorrow to discuss the work to be carried out. A specification for the electrics in the tractor

shed had been drawn up and quotes will be obtained. Additional work to the tractor shed will be discussed after the electricity has been connected.

13. Spraying of Recreation Ground: Concerns had been raised by parents re the spraying of the Recreation Ground. It was suggested that when the Recreation Ground is mowed an area at the side could be left for the daisies. Wild flowers are growing on the bank by the Bowling Green. The Clerk will obtain details of the materials used for the spraying and a notice with this information will be put up when the spraying is being carried out.

14. Condition of the Bowling Green: The green is in a good condition and excellent repairs had been made to the edges.

15. Lovar Garden: The replacement of the bridge will be dependent on the results of the survey being carried out. A standard bridge would be sufficient, with a handrail to match the steps. This should be in the region of £4-5K. Advice to be sought from an Architect.

It was felt that the general condition of the whole of the Lovar Garden needs to be addressed including looking at opening up the area more. Advice to be obtained from William Wolf.

It was agreed to set up a working party comprising Cllr Tye, Moore, Parker and Whitford would meet to discuss this and bring reports back to the Committee for discussion. It was also agreed that the groundsman, Joel Arney, should form part of the sub-committee

It was agreed to look at pumping out the pond again

16. Litter bins on the Recreation Ground: Cllr Smith had looked at all the bins and drawn up a map with all the locations. Six of the bins need replacing with a slatted open bin. Bin no. 12 needs removing and bin no. 16 needs relocating to the green hut. Some of the remaining bins to be power washed and revarnished. Quotations for the replacement bin to be obtained and discussed at Full Council

Pavilion

17. Minutes of the Pavilion Management Committee: The minutes of the meeting held on 18th March 2019 were taken as read and signed as a true record.

18. Matters Arising:

- Risk Assessment: To be updated
- Cleaning cupboard for public toilets; To be purchased at a cost of £180.50
- Section 106 monies: On-going
- Lead on the roof: A further small section of lead had been stolen. This will be replaced with Leadax at a cost of £624.00 with £374 recoverable from the Insurance Company.

19. Disabled access into the Pavilion: It was reported that access for the disabled to the Pavilion from the Recreation Ground side is not possible. It was agreed to discuss this further at the next meeting.

20. One-off clean of the kitchen: It was agreed to get this carried out at a cost of approximately £45. Chris to be asked to clean the extractor fans

21. Items of report and future Agenda items:

- a. **Dispensers for dog bags:** Cllr Smith was pursuing sponsors to supply dispensers for dog bags.
- b. it was suggested that the toilet roll dispensers be changed to ones that hold sheets.
- c. The handrail in the Unders 7s Play Area needs a lower handrail for children. Joel to be asked to do this in the winter
- d. **Flower tubs and verges:** it was suggested that the Playing Fields & Pavilion Management Committee take responsibility for all the tubs
- e. **Reviewing the actions on Minutes/Representatives from User Groups:**
To be put on the Agenda for discussion at Full Council

22. Date of next meeting: 2nd September 2019

Chairman