

BOX PARISH COUNCIL

Steve Vickery
Clerk to the Council

Office open to public

Monday – Friday
9.30 – 2pm
or by appointment

E-mail: clerk@boxparishcouncil.gov.uk

Website address: www.boxparishcouncil.gov.uk

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Telephone: 01225 742356

1st September 2025

Dear Councillor,

You are summoned to a meeting of the Buildings Management Committee to be held at the Pavilion on **Monday 8th September 2025** commencing at 7.30pm to consider the following Agenda.
Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely

Steve Vickery

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Clerk

A G E N D A

1. To receive any apologies for absence.
2. Public Question time.
3. Declaration of interest relating to items on the Agenda.
4. To receive the Minutes (including Confidential appendix) of the meeting held on 28th July 2025 and to consider any issues not covered by the Agenda.
5. Pavilion
 - a. Maintenance Items Completed:
 - LED light to disabled loo.
 - Boiler serviced and repaired.
 - Cupboard doors labelled.
 - Knives removed from kitchen.
 - COSHH chemical storage locked and labelled.
 - Bowls Club Notice board updated.
 - b. Maintenance Items to be completed:
 - Stabilise the Bowls Club entrance gate.
 - Public toilet door closer.
 - Finger guard to changing room.
6. Items for discussion
 - a. Architect's survey and feasibility study – 19th August 2025.
 - b. Registration of Pavilion and Recreation Field – an update.
 - c. Tractor shed – covered side canopy and water harvesting.
 - d. Consideration of budget items for 26/27.
 - e. Pavilion charges for 26/27.
7. Jubilee Youth Centre – feedback from Council rep (Cllr Tye).
8. Buildings Working Group. One new resident (Gavin Champion) would to join – next date to be confirmed once survey information is received.
9. Forward Plan/Risk Assessment and Asset Management. Draft Forward Plan available for comment.
10. Items of Report and Future Agenda items.
11. Date of next meeting – 10th November 2025