



Box Parish Council

MINUTES OF A MEETING OF THE BUILDINGS MANAGEMENT COMMITTEE HELD ON 8th SEPTEMBER 2025 AT THE PARISH OFFICES

1. **Councillors Present:**

Cllr N Ingledew (Chair)
Cllr I Johnson (Vice Chair)
Cllr D Dorey
Cllr R Haslett
Cllr B Walton
Cllr T Walton

Clerk – S Vickery

2. **Apologies:**

Cllr S Roche

3. **Absence:** Nil

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

5. **Declarations of Interest:** There were no declarations of interest.

6. **Previous Minutes.** The minutes of the previous Committee held on 28th July 2025 were taken as read and signed as a true record.

7. **Matters and Actions arising from the Minutes:**

- a. **Maintenance Items Completed.** The Committee noted the completion of outstanding repair tasks.
- b. **Maintenance Items still to be completed.** The Clerk updated on outstanding repair matters:
 - i. Stabilise the Bowls Club entrance gate.
 - ii. Loo door self-closure.
 - iii. Finger guard required on the Home changing room door.

8. **Items for discussion**

- a. **Council Office Feasibility Study.** The architect, Nick Matthews visited the Pavilion and offices on 19th August and is currently producing a feasibility report. He is considering two main options for a new extension to house the Parish Office at either end of the current building; he is due to report in the next 10 days.
- b. **Pavilion and Recreation Ground Registration.** All matters regarding this item are classed as confidential. Work is progressing and the Clerk will update in due course.

- c. **Tractor Shed Canopy and water harvesting.** To increase storage there is an idea to cover the outside area between the current Tractor Shed and cricket store. Quotes are being sought. In addition councillors are keen to harvest the rain water (with grants available from Wessex Water) from the building.
- d. **Budget items.** From 1st October, the Committee will take on further responsibility for Parish assets; these need to be considered when formulating the budget 26/27.
- e. **Pavilion charges.** Charges for the use of the Pavilion were discussed with the deliberate intention of keeping costs reasonably low. It was agreed to keep charges under review with some comparison sites and also the possibility of having a Parishioner and non-Parishioner hire charge.

Action: Clerk to produce a model(s) of suggested charges.

- 9. **Jubilee Youth Centre**. There was no further feedback from the Centre. .
- 10. **Buildings Working Group (BWG)**. It was agreed that the BWG would next meet once the architect's study had been received. One parishioner, Gavin Champion, would be invited after expressing an interest.
- 11. **Forward Plan**. Work on the Forward Plan is ongoing. The Chair will discuss the format with the Clerk.
- 12. **Correspondence**. There were no new items of correspondence to report.
- 13. **Items for Report and Future Agenda**. There were no items of report.
- 14. **Date of Next Meeting**: Monday 13th October 2025 at the Pavilion, with a walkaround planned for 2pm.

The meeting ended at 8.22pm

Chair