



## BOX PARISH COUNCIL

### A MEETING OF THE BOX HILL COMMON & RUDLOE MANAGEMENT AND RIGHTS OF WAY COMMITTEE WAS HELD ON 20<sup>th</sup> AUGUST 2018

- 1. Present:** Councillors: R. Case (Chairman); R, Campbell;  
R. Davies; S.Gould; D. Moore; S. Parker; M. Tye;  
P. Van Praag; J. Whitford  
Mrs Carey (Clerk)
- 2. Apologies** Nil
- 3. Absent:** Nil
- 4. Public Question Time:** There were no members present.
- 5. Declarations of Interest:** Nil
- 6. Actions:**

<b>Issue Raised</b>	<b>Start date</b>	<b>Actionee</b>	<b>Due date</b>
<u>Common:</u> Mission Statement, Report and Action Plan			
Check condition of Beech trees	August 2018	Richard Cripps	September 2018
Large bough to be removed	August 2018	Joel Arney	September 2018
Treat Japanese Knotwood	September 2018	Joel Arney	September – October 2018
<u>Lacy Wood</u> Quotes for sign	July 2018	Cllr Case and Moore	September 2018
Mission Statement, report and Action Plan	July 2018	Richard Cripps	September 2018
Coppicing trees by embankment	August 2018	Joel Arney	September 2018
Peppercorn rent	April 2019	Clerk	April 2019
Plan for creation of hardstanding	August 2018	Cllr Campbell	September 2018
Grant from Cotswold Conservation Bd	August 2018	Committee	Next meeting

Scheme of work to be drawn up			
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**7. Minutes:** The Minutes of the Meeting held on 18<sup>th</sup> June 2018 were taken as read and signed as being a true record

**8. Box Hill Common:**

**Matters Arising**

a. **Maintenance of Common;** The Cotswold Wardens have been asked to put in the 50 new steps to take the path up the steep grassland on the Lower Common.

It was suggested that Richard Cripps be asked to draw up a Management Report, Mission Statement and Action Plan for the Common. Cllr Whitford expressed his views on how the Common should be maintained ie to leave as a Common; clear the Middle Common and introduce a wild flower area; on-going work on the Lower Common to clear the brambles. It was felt that the balance had to be right. The Committee endorsed these views.

It was **recommended** that Richard Cripps be given a copy of the Chalkhill Management Plan and be asked to draw up a Mission Statement, report and action plan for all the Common. This was agreed unanimously and it was also agreed that Rose would meet with Richard together with Joel and Chris to discuss this. It was also agreed to ask Richard to check the condition of the Beech trees.

It was agreed to ask Steve Wheeler to send in his comments and views on the Common.

b. **Calendar of Work:**

**Upper Common**

- Continue to monitor the Japanese Knotweed – there are a few shoots which need treating in September
- It was reported that there is some ragwort near the steps by the Quarrymans Arms after the bridge – This had been removed.  
***Remove from Minutes***
- The seat on the Lower Common is back in place and the one of the top Common will be completed shortly – seats back in position  
***Remove from Minutes***

**Middle Common**

No work at the present time

**Lower Common**

- Sealing of the trees stumps to prevent them from regrowing – this has been done – ***Remove from Minutes***

c. **Trees**

**Box Common:** On- going.

Large bough on Common to be removed by Joel by end of September

**Action: JA**

**Lacy Wood:**

Sign for Lacy Wood The main part of the sign had been repaired.

Quotes being obtained for a new hardwood timber frame. Cllr Moore stated that The Shed would also quote for the frame **Action: RC/DM**

An extra meeting had been held on 30<sup>th</sup> July when Richard Cripps had given a talk to the members of the Committee on the management of Lacy Wood. As agreed he is drawing up a Mission Statement, Report and Action Plan and will come to a Committee meeting to go through this. It was agreed to ask Joel and Chris to be present at that meeting.

It had been agreed that the trees by the railway embankment need coppicing and Joel will be asked to do this. **Action: Clerk**

d. **Japanese Knotweed:** Continue to monitor and spray as necessary.

e. **Pig and a Jig:** The event was not held this year.

f. **Boundaries by Albion Terrace:**

Letter should be sent annually in April reminding them that the land is owned by the Parish Council.

Shed: After investigation it was established that a peppercorn rental had been paid until 2019. The owners are currently selling land on Box Hill which would take away the necessity for the shed. Clerk to write to state that the Council would not be renewing the peppercorn rental after 2019.

**9. Forward Plan:** The Forward Plan was updated.

**10. Risk Assessments:** Risk Assessment for Lacy Wood and the Common had been completed. Cllr Case will carry out a regular risk assessment with Joel when they meet every two months.

**11. Hard standing on the Common:**

Two quotations received, further quotes to be obtained. Planning permission will be required for the earth works. Cllr Campbell to draw up the necessary plans **Action: RC**

**12. Interpretation Board:**

It was agreed to look at this at a later date when the footpaths etc had been cleared.

**13. Correspondence:**

a. **Cotswold Conservation Board:** Details of grants available between £500 and £2500. Scheme of work to be discussed

**Action: Committee**

b. **Van parked by Rustic Cottage:** Notice to be put on the car asking for this to be removed or it will be reported to the police

**14. Rights of Way:**

**Matters Arising:**

a. **Clearing of footpaths:** On-going.

- b. **Monitoring of footpaths**: Committee member to monitor some of the path  
List of the owners of footpaths. On going. Mr Gould in the process of drawing up a list of owners of footpaths in a format introduced by the Cotswold Wardens.
- c. **Items that have been reported**:  
Clearing of ditch at top of Hazelbury Hill: letter sent to the owners of the houses asking for them to cut back the hedges.

**15. Forward Plan:**

- List of owners of footpaths to be drawn up

**16. Risk Assessments:** A Risk Assessment for Rights of Way is not required as the paths are not owned by the Parish Council

**17. Management of the Rudloe Area:** On-going

**18. Correspondence:** Nil

**19. Items of report and future agenda items:**

- a. **Blacked drain at end of Beech Road/by bus stop** To be reported to the Parish Steward
- b. **Strimming round bench at Ashley:** Clerk to ask Joel to take care when strimming near the telephone box
- c. **Grit bins:** Councillors were reminded to let the Clerk know if any grit bins need filling

**20. Date of next meeting:** 15<sup>th</sup> October 2018

**Chairman**

*Meeting closed at 8.30pm*