



BOX PARISH COUNCIL

A MEETING OF THE BOX HILL & RUDLOE OPEN SPACES COMMITTEE WAS HELD ON 20th JUNE 2022

- 1. Present:** Councillors: D. Wright (Chairman);
N. Ingledew; R. Smith
B. Walton; T. Walton
Mrs Carey (Clerk)
- 2. Apologies:** Cllrs R. Case; R. Davies; I. Johnston; S. Parker
- 3. Public Question Time:** There were no members of the public present
- 4. Declarations of Interest:** Nil
- 5. Walk round:** The Chairman had walked round with the Groundsman prior to the meeting. The issues raised are minuted later
- 6. Election of Vice-Chairman:** Cllr Rose Case was elected vice chairman of the Committee
- 7. Terms of Reference for the Committee:** The draft Terms of Reference were discussed and agreed.
- 8. Minutes:** The Minutes of the Meeting held on 20th April 2022 were taken as read and signed as being a true record
- 9. Matters Arising:** Issues – see attached
 - a. Risk Assessment:** This had been reviewed and was agreed.
 - b. Ash tree dieback:** Money had been included in the budget and this will be covered in the Tree Safety Action Plan.
 - c. Car Parking Area, Box Hill Common:**
The Minor Non-Material Amendment application has been submitted to Wiltshire Council. It was reported that mendip dust can be obtained through the Wiltshire Council procurement.
 - d. Albion Terrace retaining wall:** On-going. Cllr Johnston will draw up a specification and go out for quotes for a survey on the wall to see what work is required. Action plan to be developed and presented at the next meeting
 - e. Clearance and processing of the Ash sapling on the Lower Common and creation of wild flower meadow:**

Cllr Wright reported that the area was thriving. The drill and plug materials have been purchased for the stump treatment to be carried out by the end of July.

Purchase of hand tools for the Box Hill Common Community Group:

These had been purchased at a total cost of £1136.90. There are two pruning saws outstanding - £48.20

Creation of Living Hedges: Invoice to be supplied by Wiltshire Council for the cost of the posts used in the sum of £100. Wiltshire Council has requested that they submit an invoice for £200 to cover the costs of the fence posts and the handrail for the Lovar Garden

Creation of Community Orchard: A grant had been received from Area Board towards the cost of the Community Orchard. Quotations had been sought and two received from Ashridge Nurseries in the sum of £1192.32 including VAT of £56.58 and Landcare in the sum of £1203 + vat

After discussion it was **recommended** that the quotation from Landcare in the sum of £1203. Vat is only payable on the materials not the trees. This will comply with the Climate Strategy Action Plan and the Council has previously had trees from them so know that they are good quality.

- f. **Tree Management Plan:** Quotations sought from four contractors for a tree survey of the Common, Lacy Wood and the Cemetery but only two quotes had been received. Treeworks have quoted £7465 to carry out the survey. This would include buying into a software packet etc. Tree Parts Ltd has quoted £895 + vat for the survey. Three year costings for the work involved had also been given. After discussion it was **recommended** that the quotation from Tree Parts Ltd in the sum of £895 + vat be accepted. The Tree Parts bid was for £7308 (inc vat) for a four year action plan with most of the costs up from in year 2022/23. There is money allocated in the Box Hill budget and also the Cemetery budget.
- g. **Update on Walking Map:** 500 copies had been printed. There is still £325 remaining for further copies to be made. It was suggested that the map could be added to the Box PCC Welcome Pack.
- h. **Damaged GWR seat:** Cllr Case will obtain further quotes for the next meeting.
- i. **Parking on the verges of the Common:** It had been agreed that nothing further is done until the car parking area is completed. The suggestion of putting wooden posts along the edge of the verge would have to be discussed with the budget. If local residents had concerns they were asked to contact the Parish Council.

A further 20 posts are needed to replace existing ones that had rotted and quotations will be obtained for these. Cllr T. Walton agreed to investigate the cost and acquisition of the posts

10. Management of the Rudloe Area:

- a. **Rudloe Play Area:** The repairs to the safety surfacing had been carried out. Cllr Tye felt that a resister graph test should be carried out on the bridge and boulders. RoSPA Play Safety Ltd had quoted £495 + vat to carry out a resister graph on one of the pieces of play equipment on the Recreation Ground and they have confirmed that they will carry out the two tests for the one price of £495 + vat. It was agreed that this should go ahead. It had been agreed that the goalposts would be repaired and new goal nets purchased. It was suggested that this area should be added to the map of council assets.
- b. **Working Party for Village Green:** Following the decision taken at Full Council the Terms of Reference and Aims and Objectives for the Working Party had been drawn up as follows:

Terms of Reference:

- The business owner will be Box Parish Council and will report back to the Box Hill Common & Rudloe Open Spaces Committee

Aims and Objectives

- To examine all functions required for the planning, development, acquisition, management and maintenance of the Rudloe Green Community Asset and the Rudloe Play Area
- Generate a draft Risk Register with outline costs
- Produce a brief Options paper outlining the whole life costs of ownership
- Develop a draft cost benefit analysis including both financial and non-financial benefits

Deliverable document

- An executive summary, detailing the options for the maintenance and operation of the Rudloe Green and Rudloe Play area that achieves Best Value on a whole life costing basis, generates benefits whilst minimising the impact on the environment

Timeline

- Draft executive summary to be presented to the August Box Hill Common & Rudloe Open Spaces committee meeting.

It was **recommended** that these be adopted by the Full Council

- c. **Rudloe Firs Wildflower Meadow**: No progress has been made. It had been proposed that there would be a stone as an entrance to the gateway to the AoNB with a wildflower meadow. It had been agreed with Wiltshire council that there should be a test verge ie the verge next to the bus stop overlooking the valley. An application under Wild About Wiltshire had been submitted on 6th May requesting that this verge remain uncut. There are two other verges in the vicinity and Wiltshire Council have left these uncut and mowed the one that it was requested be left. The overgrown verges at the end of Leafy Lane are now obscuring visibility out onto the A4. The Clerk will take this up with Wiltshire Council
- d. **Cotswolds Wardens Working Party – 22nd June**: Handrails to be put up on the bridge at the bottom of the Recreation Ground and clear the footpath 43 Quarry Woods to Hazelbury Manor.
- e. **Volunteer Working Party – 23rd June**: The Working Party will pull up the hemp acrimony and create a compost heap.
- f. **Notice Board for Dickens Gate**: Some residents have given the preferred option by the bus stop but it is unsure who owns the land. It had been discussed previously that the Council would put the notice board on the housing estate.

11. Rights of Way:

Matters Arising:

- a. **Clearing of footpaths**: On-going.
- b. **Monitoring of footpaths**: Committee members to monitor some of the paths
- c. **Work carried out by Cotswold Wardens**:
The Cotswold Wardens had done a lot of work on the footpaths.

12. Issues raised on walkround with the Groundsman:

- The work breakdown structure had been discussed. This was broken down into three areas as per the Chalkhill Management Plan ie Upper Common, Middle Common and Lower Common. The total number of man hours would be 89 working days which would equate to three months work for two people. There would be 24 working dahys for work by the Cotswold Wardens which would not be carried out by the Groundsman and 11 working days for the Volunteer Working Group. The Committee needs to look at how this work is managed. It was agreed to discuss a grass management plan for the Common at the next meeting.
The large cluster of yellow rattle is controlling the length of the grass so this will not need cutting so much. The seeds from the yellow rattle will be harvested.
- The new electric mow had been received. It was felt that when the lease for the Mule expires the Council should look at replacing this with an electric vehicle. (There are just under two years left to run on the Lease)
- Expansion of the Wiltshire Wildflower meadow

13 Correspondence: Nil

14. Items of report and future agenda items:

- Footpath by Hermitage:** It was asked if the path was still closed as the signs have been removed
- Removing graffiti from notice board:** A parishioner has volunteered to help with this.
- National Lottery Community Grant Application:** Cllr B. Walton reported that an application had been made for disabled access path at the Lovar Garden
- Vandalism on Recreation Ground:** It was reported that metal detectors (Night Hawks) had created a vast number of holes on the lower recreation ground
- Footpath sign by the Bassetts:** This needs replacing
- Name of Parish:** Cllr B. Walton had raised changing the name of the Parish to Box and Rudloe at the Finance & Governance meeting which will be discussed at Full Council.

15. Date of next meeting: 22nd August 2022

Chairman

Meeting closed at 8.50 pm