

# BOX PARISH COUNCIL

**Mrs.M.S.CAREY**  
Clerk to the Council

**COUNCIL OFFICE**  
**THE PARADE**  
**BOX**  
**CORSHAM**  
**WILTS SN13 8NX**

**Office open to public**  
Monday & Thursday  
9.30 – 12.30  
or by appointment

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**9<sup>th</sup> January 2024**

**Dear Councillor,**

You are summoned to a meeting of the Buildings Management Committee to be held at the Parish Council Offices on Monday 15<sup>th</sup> January 2024 commencing at 7.30 p.m. to consider the following Agenda.

Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely

*M.S. Carey*

**Margaret Carey**  
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 of the meeting held on 13<sup>th</sup> November 2023 and to consider any issues not covered by the Agenda
5. Pavilion
  - Any issues raised by the user groups
  - Repainting of cills and doors – update
  - Boiler replacement - update Cllr RB
  - Motion sensor tap for disabled toilet – money in next year’s budget
  - Electric hand dryers in the toilets – money in next year’s budget
  - Security light by the gate to the Bowls Club - update

Project updates

  - Pavilion Development Working Party – report on meeting held on 9<sup>th</sup> January
  - Pavilion booking software – update
  - New door for public toilets – money in next year’s budget

Future projects

  - Rainwater harvesting – report from meeting with BlueGreen Urban re SuDSPod trial

Items for discussion

  - Hiring policy – drafting of new policy
  - Safeguarding Policy/Action Sheets
  - Oven in bottom part of Pavilion
5. Council Offices
  - Timber on top of railings/repairs to front wall
6. Jubilee Youth Centre - update
7. Forward Plan and Risk Assessment  
Maintenance Schedule – update issues from items discussed

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8. **Tractor shed**  
Update on planning application for solar panels
9. **Monitoring of Budget:**
10. **Items of Report and Future Agenda items**
11. **Date of next meeting - 11<sup>th</sup> March 2024**