

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

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

E-mail: clerk@boxparishcouncil.gov.uk
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COUNCIL OFFICE
THE PARADE
BOX
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16th July 2025

Dear Councillor,

You are summoned to a meeting of the Buildings Management Committee to be held at the Pavilion on Monday 28th July 2025 commencing at 7.00 p.m. to consider the following Agenda. There will be a walkaround the Pavilion and surrounds at 6.30pm.

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. Election of Vice Chair.
5. To receive the Minutes of the meeting held on 10th March 2025 and to consider any issues not covered by the Agenda.
6. **Pavilion**
 - a. Maintenance Items Completed:
 - Electric hand dryers in the toilet.
 - Door closure done.
 - Boiler serviced and repaired.
 - Central heating box moved.
 - Architrave board complete.
 - Motion sensor tap for disabled toilet.
 - b. Maintenance Items to be completed:
 - Stabilise the Bowls Club entrance gate.
 - Loo main lobby light needs to be repaired.
 - Remove or replace urinal with a cubicle loo.
7. **Items for discussion**
 - a. Council Offices.
 - b. Registration of Pavilion and Recreation Field – an update.
8. **Jubilee Youth Centre** – ongoing boiler / heating issue.
9. **Buildings Working Group**. To update on the latest developments from the Group.
10. **Forward Plan/Risk Assessment and Asset Management**
11. **Items of Report and Future Agenda items**

Date of next meeting - 8th September 2025