



BOX PARISH COUNCIL

THE MINUTES OF A MEETING OF THE PLAYING FIELDS MANAGEMENT COMMITTEE HELD ON 5th NOVEMBER 2018

- 1. Present:** Councillors: A. Clench (Chairman); R. Davies;
S. Gould; D. Moore; S. Parker; J. Whitford
Mrs Carey (Clerk) Mrs Walton (BAG)
- 2. Apologies:** Nil
Apologies for walkround: Cllr D. Moore; Clerk
- 3. Absent:** Nil
- 4. Public Question Time:** There were no members of the public present.
- 5. Election of Vice Chairman:** Cllr Gould was unanimously elected Vice Chairman of the Committee
- 6. Issues relating to the Allotments:**

The Clerk will remind allotment holders that the annual fees would be payable in January.

Joel to either remove the metal barrel or to make the edges safe.

7. Actions:

<u>Issue raised</u>	<u>Start date</u>	<u>Actionee</u>	<u>Due date</u>
Remove metal barrel from allotments	September 2018	Open Spaces manager	End of November
Contact Dog Warden re Dog Control Order. Article in Parish Magazine	November 2018	Clerk/Cllr Parker	End of November
RoSPA reports – prioritise work	November 2018	Cllr Clench	End of March 2019
Replace wooden posts at Rudloe Play Area	September 2018	Open Spaces Manager	31 st March 2019

Treating seats	September 2018	Open Spaces Manager	January 2019
Painting see-saw	July 2018	Open Spaces Manager	1 st December (open to review)
Cllr Gould to liaise with the Allotment Group	September 2018	Cllr Gould	March 2019
Purchase of new shed for the Irrigation System	July 2018	Clerk	End of November 2018
Picnic table – cover studs	November 2018	Open Spaces Manager	End of November
Remove white Bedford van from Car Park	September 2018	Clerk	End of November
Lovar Garden – caps to be put on the posts to the steps Pursue the replacement bridge and speak to Environment Agency re culvert	November 2018	Cllr Clench Cllr Clench	End of November Budget setting meeting

8. Minutes: The Minutes of the meeting held on 17th September 2018 were taken as read and signed as a true record.

9. Matters Arising:

- a. **Dog Control Order:** Clerk to ask the Dog Warden to visit as there are several dogs off lead. Article to be put in the Parish magazine reminding people of the dog control order
Action: MC/SP
- b. **Risk Assessment:** The forms had been completed.
- c. **Trees on Recreation Ground:** Continue to monitor the trees, including the large trees on the dog walk and by the pond.
- d. **Under 7s Play Area.** The equipment in good order
- e. **Play Equipment Recreation Ground** The RoSPA report had been received and was discussed. Cllr Clench to meet with Joel to discuss and prioritise the work that needs doing. **Action: AC**
Rudloe Play Area: The RoSPA report had been received and was discussed. All the issues were low risk. Cllr Clench will discuss the report with Joel. **Action: AC**

Some of the small wooden posts around the edge of the apparatus had been pulled out. Joel will replace these during the winter. **Action: JA**

It was reported that the large climbing frame and the top of the swings will need repainting shortly. Continue to monitor

- f. **Seats/ Bench by Magic Dragon Nursery**: Treatment to some of the seats. The bench by the Magic Dragon needs rubbing down and revarnishing **Action: JA**
- g. **Allotments**: Consider any work on allotments with the budget ie provision of edging boards and replacing the hedging at the bottom of the allotments. Cllr Gould with liaise with Bronwen Walton **Action: SG**
- h. **Play Surface**: Continue to monitor
- i. **Removal of brushwood**: It is **recommended** that the quotation from Tree Parts Ltd to chip and remove the brushwood in the sum of £280+ vat be accepted
- l. **See-saw**: Joel to paint this shortly. **Action: JA**
- m. **Irrigation system**: New 6' x 8' shed to be ordered. Total cost with erection bearers etc is £875. Waterscape Solutions will drain down and remove the irrigation system. ES Electrical will remove the electrics. Once the shed has been delivered and erected the irrigation system will be reinstalled and the electrics reconnected. The issue of a small amount of water from the pump spilling onto the floor when this is drained was discussed and it was agreed that as this was only once a year it was not a problem. If necessary a small hole could be made in the floor of the shed to allow drainage.
- n. **Picnic table**: There are still studs in the ground. Joel to bind these and put tape round. Quotation for a replacement received in the sum of £494. This will be purchased if there is money in the budget.
- o. **Bowling Green – digging bees**: Cllr Whitford had prepared a report which had been discussed by the Full Council. The Committee will look at this again in the Spring.
- p. **Marking of tennis courts for tennis and netball**: It is **recommended** that the quotation from Niall Newport in the sum of £600 to reinstate the lines on both tennis courts and to mark out netball court on the lower court be accepted.
- q. **White Bedford van on Car Park**: Clerk to ask for this to be removed by the end of the month. **Action Clerk**

10. Lovar Water Garden:

The installation of new steps had been completed. Cllr Clench to ask Kevin Ford to put small caps on the top of the posts. **Action: AC**

Replacement bridge

Notification received from Wiltshire Planning Department that planning permission would not be required to replace the bridge with a similar one

It was agreed to discuss future work on the bridge with the budget, including money for drawing up working plans (approximately £1500). Cllr Clench will pursue this and will speak to the Environment Agency re a culvert

Action: AC

As well as replacing the bridge the steps on the other side of the river would need replacing.

11. Items raised on the walk round

- Posts on the edge of the Valens Terrace and car park need restraining
- Some of the parking bays on the car park need repainting
- Hole in wire of tennis court – Joel to repair
- Dog mess on the Rock Circus
- Dogs off lead – Clerk to contact the Dog Warden
- Bump in grass by Lover Garden to be flattened out
- Pond – look at the state of the pond in the Spring
- Monitor trees on dog walk and pond
- Look at the boundary fence at the end of the dog walk
- Mill Lane hedge – Joel to cut this
- Allotments – look at putting edging boards and replacing the hedging
- Repainting the tractor shed
- Look at power for the tractor shed
- Cricket Club wall to be repainted. Clerk to contact Cricket Club

12. Correspondence: There was no correspondence

13. Forward Plan: No further issues

14. Health and Safety:

- Studs left by picnic table to be covered over

15. Items to be discussed with the budget

- Work to Lovar Water Garden – replacement bridge and steps
- Replacement picnic table
- Work to pond
- Boundary fence by Mill Lane
- Work on allotments
- Painting and electricity for tractor shed
- Replacement of the Mule – the Lease expires on 12th February 2019. The Mule will then be handed back to T.H. White who can offer it to the Council for a nominal sum. The alternative would be to start a new lease agreement for a further five years. The Clerk is obtaining costings for the budget

16. Items of report and future agenda items: Nil

17. Date of next meeting: 7th January 2019

Meeting closed at 8.35 pm

Chairman