



## **BOX PARISH COUNCIL**

### **THE MINUTES OF A MEETING OF THE PLAYING FIELDS MANAGEMENT COMMITTEE HELD ON 17<sup>th</sup> SEPTEMBER 2018**

- 1. Present:** Councillors: R. Richards (Chairman); A. Clench; R. Davies;  
S. Gould; S. Parker; J. Whitford  
Mrs Carey (Clerk) Mrs Walton (BAG)
- 2. Apologies:** Councillors: R. Moore; J. Whitford  
**Apologies for walkround:**
- 3. Absent:** Nil
- 4. Public Question Time:** There were three members of the public present. Clare Mitchell spoke to the Committee about an idea that she had had to increase the usage of the tennis courts. She had looked at a system run by Wellow which involved the formation of a tennis club, an annual membership fee and on line booking. The keys would be obtainable through a key pad system. She envisaged that an annual family subscription would be in the region of £45 with a reduced rate for children. Provision would need to be made for people not using the on-line system. The Committee asked several questions and it was agreed that she would look at forming a group to draw up a proposal and come back to the Council. It was stressed that she must ensure that everyone (including non-members) would be able to use the system.
- 5. Issues relating to the Allotments:**

All the allotments have been allocated and there is one more person on the waiting list.

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

An incident of oil in the water had been reported to the Environment Agency. She would be asking the Bingham Hall Trust for a grant towards the gate. Bronwen reported that one of the shed windows had been broken.

It was agreed that Chris Drake would trim the paths again. Joel to be asked to either remove the metal barrel or to make the edges safe.

Bronwen suggested that dates of future meetings could be put in the Newsletter.

## 6. Actions:

| <b>Issue raised</b>                             | <b>Start date</b> | <b>Actionee</b>     | <b>Due date</b>      |
|---|-------------------|---------------------|----------------------|
| Clerk to write to allotment holders             | November 2018     | Clerk               | End of November 2018 |
| Treating seats                                  | September 2018    | Open Spaces Manager | January 2019         |
| Quote for clearing brushwood                    | September 2018    | Clerk               | Next meeting         |
| Painting see-saw                                | July 2018         | Open Spaces Manager | asap                 |
| Purchase of new shed for the Irrigation System  | July 2018         | Clerk               | October 2018         |
| Replace wooden posts at Rudloe Play Area        | September 2018    | Open Spaces Manager | asap                 |
| Obtain quotes for replacement picnic table      | September 2018    | Clerk               | Budget setting       |
| Obtain quotes for marking out the tennis courts | September 2018    | Clerk               | Next meeting         |

7. Minutes: The Minutes of the meeting held on 2<sup>nd</sup> July 2018 were taken as read and signed as a true record.

## 8. Matters Arising:

- a. **Dog Control Order:** Continue to monitor
- 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.
- d. **Under 7s Play Area.** The equipment in good order
- e. **Play Equipment:** Money had been put in the budget to build up reserves for replacing equipment.  
Repairs to the swings had been carried out  
Provision of a Fitness Trail at the bottom of the Recreation Ground had been discussed as a possible use of CIL funds. Options and costings to be discussed at a later date.
- 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. **Top of Valens Terrace/Footpath:** Weeds had been removed from the flower beds
- h. **Allotments:** See above
- i. **Play surface** – Continue to monitor

- j. **Fence at the Tennis Courts:** The small hole in the wire had been repaired
- k. **Hire of shredder:** The Full Council had agreed that quote is obtained for a tree surgeon to use a professional shredder to cut up and chip the brushwood. This would be a one-off. Joel would then hire a shredder to do additional work as required  
**Action: Clerk**
- l. **See-saw:** Joel to paint this shortly. **Action: JA**
- m. **Irrigation system:** Lockable outdoor box for the storage of the football nets, flags etc is in place. New 6' x 8' shed to be ordered. Total cost with erection bearers etc is £875. As the irrigation system will have to be moved from the old to the new shed, the Clerk had spoken to Waterscape Solutions and it was agreed that it would be better for the shed to be delivered once the Bowls season had finished. The Clerk will arrange a suitable delivery date with John Roberts from Waterscape Solutions as he will have to be on site. **Action: Clerk**

## **9. Lovar Water Garden:**

The installation of new steps had been agreed by Full Council at a cost of nearly £5K and the work will commence shortly.

### **Replacement bridge**

Mr Clench reported on the five different options for the replacement bridge. These are:

- A new wooden bridge, exactly the same as the bridge that had been removed. This would cost in the region of £17K and would last for twenty years +
- A similar metal bridge with RSJ or C section supports with hardwood steps and handrails. This option should be cheaper
- A culvert consisting of a single concrete pipe with stone sides, stone infills and an earth path, together with concrete steel handrail supports. This should be the cheapest but would require environment agency and possibly planning approval
- A stone bridge with three arches and stone balustrades. This would need to be professional designed and would be the most expensive
- Do not replace the bridge

The Council would need to employ a professional to design option 2, 3 or 4 and this could cost up to £800-£1000 although it was suggested that there may be local parishioners who would be willing to help with this.

However, the Parish Council would need to decide how it wished to proceed. Bearing in mind the cost of the work to the steps it was **recommended** that no further action be taken until after the budget had been set. The situation would then be reviewed.

**Purchase of additional outlet pipe:** This would cost about £600. However, it was doubtful whether this would improve the situation and it is **recommended** not to proceed with this

#### **10. Play Area at Rudloe:**

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

The damage to the play safety surface had been repaired. Some of the small wooden posts around the edge of the apparatus had been pulled out. Joel will replace these during the winter using posts left over from the work on the Common. **Action: JA**

#### **11. Items raised on the walk round**

- Thanks were once again given to Joel for the superb condition of the Recreation Ground
- The picnic table by the basketball court had been demolished. Clerk to obtain prices for a vandalproof replacement so that this can be considered with the budget. **Action: Clerk**
- It was agreed to monitor the height of the trees on the dog walk
- One of the tennis nets needs replacing. It was agreed to put the one from the bottom court onto the top court when the net is taken down shortly. Joel has a new net which can be put up in the Spring.

#### **12. Correspondence:**

- a. **Ball stop fencing for School ball court:** Letter from the school stating that the balls from the allotment end of the ball court are always going over into the allotments. The school would like to put up some netting to prevent this. The Committee had no objections to this
- b. **Bowling Green hedge:** Letter from the Bowls Club asking permission for their members to cut back the inside of the Bowling Green hedge which they feel is encroaching out onto the paths. After discussion it was agreed to ask Joel to meet with the Bowls Club and to give the hedge a good cut back and that they be requested to let the Council know when this needs attention. It was felt that the Council should not agree to them carry out the work.
- c. **Bowling Green – digging bees:** Letter received from the Bowls Club stating that there is a problem with digger bees who are digging out the edges of the green. After discussion it was agreed that the bees would be dying off shortly but bee nesting boxes could be put into the hedge to move them away from the green. Cllr Richards will discuss this with the Bowling Green Contractor at their annual meeting shortly. It was agreed that the Parish Council could not condone the use of insecticide to kill the bees.
- d. **Formation of a netball club:** Letter received from a parishioner requesting permission to use the bottom tennis court for a netball club for children for secondary aged children and if this was possible for the lower court to be marked out. It is

**recommended** that permission be given for the use of the lower court during the winter months. Clerk will obtain prices for marking out the court. It was **recommended** that as this would be a non-profit making and used by children they be charged £3 an hour for the court. **Action: clerk**

- e. **Clothing recycling centre:** Request from Salvation Army to site a clothing recycling centre in the car park. Clerk to reply that there is already a Wiltshire Anmbulance clothing bank there.

**13. Forward Plan:** No further issues

**14. Health and Safety:**

- **Risk assessment** forms had been updated and all chemicals listed  
The CoSHH cupboard is to be delivered shortly

**15. Issues relating to the Car Park**

Cllr Davies raised several issues relating to the Car Park. He stated that all cars using the car park should be taxed and insured.

There is a white Bedford van with a SORN left in the car park. It was agreed to ask for this to be removed

He also raised the issue of the number of disabled bays in the Car Park, by the Pavilion and at the Selwyn Hall and felt that these were excessive. The parish council would not be responsible for the ones at the Selwyn Hall and the number put in the car park had been the statutory amount required when the parking bays were marked out. The two disabled bays by the pavilion were for users of the pavilion. Clerk to write and ask the regular users not to park in these. After discussion it was agreed that no action be taken for the time being but before any remarking is carried out the number of disabled places should be clarified.

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

- a. **Queens Square:** Request for a notice board and flowers in the tub
- b. **Longsplatt;** it was reported that large containers had been dumped in the layby at Longsplatt
- c. **Public toilets;** the flush in the ladies toilet is not working

**17. Date of next meeting:** 5<sup>th</sup> November 2018

*Meeting closed at 8.50 pm*

**Chairman**