



BOX PARISH COUNCIL

THE MINUTES OF A MEETING OF THE PLAYING FIELDS & PAVILION MANAGEMENT COMMITTEE HELD ON 7th FEBRUARY 2022

1. **Present:** Councillors: B. Walton (Chairman); I. Johnston; H. Parker;
R. Smith; M. Tye; D. Wright
Mrs Carey (Clerk)

Mrs. J. Warren Box Bowls Club)
Ms G. Potts (Box Allotment Group)
2. **Apologies:** Councillors: J. Clifford; S. Parker
The apologies were accepted.
3. **Absent:** Nil
4. **Public Question Time:** There were no members of the public present
5. **To consider any items raised by the Allotment Group or User Groups**
Allotments: No issues were raised

Bowls Club: No issues were raised.
6. **Minutes:** The Minutes of the meetings held on 29th November 2021 and 24th January 2022 were taken as read and were signed as a true record.
7. **Matters Arising:**
 - a. **Play Area:**
The RoSPA report had been received and circulated. A checklist had been given to Joel of actions that needed to be completed.

Resister Graph testing to confirm the integral structure of the equipment.
Clerk to ask ROSPA for details of this
Multi-play Toddler – Clerk to pursue the welding with Mr Roberts. If he was not forthcoming, alternative welders would be sought.

Gate to Under 7s: The Shed had finished the gate. Two new hinges are required. Mr.Veazey will meet with the Groundsmen to fit this.

It was agreed that the play equipment should be assessed to look at what would need replacing in the future. Cllr Tye to meet with a representative from Colerne Parish Council.
Post meeting note: Meeting arranged for Monday 21st February
 - b. **Allotments:** Ms Potts reported that some of the school children are getting to the stream through the allotments. The gate needs securing. It was agreed to get a new post for the gate and a Spring closer to make it more secure.

A questionnaire had been sent out to allotments holders and the responses received had been collated. It was agreed to rewrite the allotment rules to incorporate the Climate Action Strategy Plan re bonfires, weedkillers etc. Cllr Walton will draw a draft and bring this back to the next meeting.

There are currently 20 people on the waiting list. It was agreed to write to them to ask whether they have a garden or outside space in order to prioritise those who do not.

b. Update on Lovar Garden :

Replacement bridge: The quote for the bridge had been accepted and the work should be completed before the deadline of 24th March. Photographs of the work will be forwarded to the Cotswold Conservation Board.

Pond: A Pond Management Plan had been drawn up and circulated. It was reported that Chris Drake has experience with pond work and it was agreed to ask him to take the lead on this. It was suggested that there should be a Pond Working Group to come up with firm proposals. Cllrs Walton and Tye will go through the Plan. Discuss further at the next meeting.

It was agreed to spend £100 on aquatic plants. Cllr Walton will source these.

Steps on other side of the bridge: The quotation for the wood had been agreed. Cllr Tye to liaise with the Cotswold Wardens.

Post meeting note: Cllr. Wright already has the materials to rebuild the steps so no extra funds will be required.

Information board: Cllr Walton is working on this and is approaching suppliers for quotations. Discuss at the next meeting.

c. Inspection of the football pitch: The Groundsman had been reminded of the deadline for the soil samples.

d. Trees and Hedges:

Hedge around Compost Area: Posters for volunteers to help with the planting on 20th and 27th February had been displayed.

Mill Lane Hedge: As agreed letters had been sent to the local residents. One reply had been received stating that the hedge is on the other side of the stream. It is the stream which forms the boundary with the residents' gardens. It was agreed to leave any cutting to the hedge for a further year and then to look at laying the hedge.

Update on Tree Survey

The quotation from Treework Environmental Practice had been accepted in the sum of £1505 + vat and Jon Price had met with the Groundsmen to carry out the survey. A summary report will be sent out shortly. There were few urgent issues – ie dead tree in the Lovar Garden.

8. Items for Discussion:

a. Car Park:

A letter had been received regarding an accident that had occurred going down to the car park in the dark. The Clerk will write to the Selwyn Hall Committee again to see if the existing light could be reconnected. If not, it

was agreed to look at solar street lights. Cllr Wright and Johnston will pursue this.

The groundsman has been asked to remove the stones from the edge here to remove the tripping hazard and to repaint the speed hump at the entrance

The Groundsman has also made a pedestrian opening next to the car park gate The committee will need to look at installing grasscrete here.

Remarking of yellow lines: this is on the Groundsmen's winter job list.

- b. Bowling Green – materials charges: Cllr Walton stated that there is not enough allocated in the budget under the Bowling Green Contract, leaving a shortfall in the cost of materials. Ways in which this could be addressed were discussed. Cllr Walton had drawn up a spreadsheet highlighting the costs involved over the last few years. It was agreed that this should be circulated to the Bowls Club and a meeting arranged with them to discuss it
- c. Tennis Court concrete haunching: It was agreed to ask the Groundsman to take a photograph of this so that quotations can be obtained for the repair.

9. Pavilion

- a. Forward Plan; Cllr Johnston was updating this
- b. Solar Panels: It was confirmed that the Prior Approval application had been completed. The Council will also need to get approval from SSE to connect the solar panels.

The Committee will review the heating and hot water system to be actioned in the following financial year. Another future issue would be to look at changing the gents urinals and installing LED lights in the lower room – the top floor has these.

The Committee would also need to look at the storage issues to include any proposals in the 2023/24 financial year. It was suggested that a working party comprising members of the Committee together with members from the user groups to look at what was required.

- c. EPC rating for building:
The report had been received showing a rating of 40 which is above the benchmark for newly built buildings. The Council would need to look at replacing the boiler.
- d. Rules for hiring the Pavilion: A first draft of the new rules in line with the Climate Strategy had been drawn up and was discussed. It was **recommended** that this be submitted to Full Council for approval.

9. Climate Strategy Action Plan – Impact on Playing Fields and Pavilion actions: SMART objectives: These will be added to the Forward Plan.

Extension of recycling using the Corsham Hub model; Cllrs H. Parker and Tye had met with Jane Robertson who had helped set up the Corsham Hub. They also met with a volunteer who helped with the sorting of the recycling.

It was agreed to ask what the Parish would like to have recycled – starting with one or two bins on the Car Park. Volunteers would be needed to help with the sorting. An

article for the Parish Magazine will be drawn up and be presented to Policy & Finance Committee for agreement.

It was also agreed to look at a small glass recycling centre. More information is required and the Clerk will contact Hills Waste and Corsham Town Council.

Action: Clerk

Spraying of Recreation Ground

The Groundsman had reported that he had not used any chemicals on the Recreation Ground recently. He asked if the Council would consider the purchase of a harrow which would eliminate the need for spraying. Clerk to ask the Groundsman to get prices for this to discuss at the next meeting.

Cutting of Recreation Ground and creation of summer meadow: It was agreed to discuss this at the next meeting. It was suggested that if the summer meadow is repeated the path through it could be wavy and not straight.

10. Items raised on walkround:

- Postcrete required to fix the bench
- Clerk to ask Corsham AFC to remove the junior goal posts from behind the basketball court
- Netball markings – A request had been received for the netball markings to be put on the lower court. It was agreed to ask the Youth Club if they still use the 5-aside football markings. If not, it was asked that the goals be removed from the tennis court.

11. Correspondence:

Tennis courts: A letter had been received asking if the courts could be resurfaced. These were last resurfaced in 2010. This is something that the Council would need to build up reserves for in the future.

Planting a tree in memory of Mat Rawlings: A letter had been received from Garden Genie Services Ltd asking if a horse chestnut tree could be planted in memory of a local resident, who had tragically been killed in a car accident. It is **recommended** that this be agreed subject to liaising with the Groundsman and Committee Chairman

Planting trees for the Jubilee: Information had been received.

Planting of tubs for the winter: A local resident had commented that the tubs had not been planted up during the winter. It was agreed to discuss this at a future meeting.

12. Items of report:

- It was reported that the Cemetery page of the budget was missing on the website

13. Date of next meeting: 4th April 2022

Chairman

Meeting closed at 8.50 pm