



BOX PARISH COUNCIL

MINUTES OF AN MEETING OF THE PLAYING FIELDS & PAVILION MANAGEMENT COMMITTEE HELD ON 6th FEBRUARY 2022

1. **Present:** Councillors: B. Walton (Chairman); N. Ingledew;
H. Parker; S. Parker; M. Tye; D. Wright
Mrs Carey (Clerk)
Box Allotment Group: Ms. G. Potts
Box Bowls Club: Mrs. T. Meek; Mrs. J. Wright
2. **Apologies:** Councillors; J. Clifford; I. Johnston
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:**
Discussed later in the meeting
6. **Minutes:** The Minutes of the meetings held on 28th November 2022 were taken as read and were signed as a true record
7. **Matters Arising:**
 - a. **Play Area:**
Discuss formation and promotion of community playground group to develop the play area:
It was agreed that posters could be displayed asking for parishioners interested in joining a working group to discuss ideas for new equipment etc. Cllr Tye to investigate whether the Community Fund grant application would cover new play equipment
Action: MT
Spring for bike: Clerk to order the replacement spring
Action: MC
Spring Closer for gate: Clerk to check this with the Groundsman
Post Minute note: The Groundsman has confirmed that he has this and it will be fitted shortly.
 - b. **Allotments:**
Combination lock and chain for gate: This had been purchased and will be fitted shortly. Clerk to let the Allotment holders know the combination for this
Action: MC
Allotment 10a - This has been let out to Mr D. Langley. Agreement to be drawn up
Action: MC
Allotment 10b – Plum trees/cutting of hedge: The plum trees have been cut back. It will not be possible to cut the hedge before the nesting season so this is deferred until next year. Clerk to write to the allotment holder informing him of this and stating this if he wants he can take some of the hedge down and leave the branches for the Groundsman to chip.
Action: MC
Allotment rents: The majority of the rents have been paid. Clerk to send a reminder to the three outstanding ones informing them that if it not paid by the end of the month they will be relet.
Action: MC

c. **Update on Lovar Garden:**

Bog Garden

Cllrs Walton and Tye to identify what plants are needed. These will be planted up, with the help of volunteers, between March and May. The end of Grant form needs to be completed by the 30th June

Action: BW/MT

It was discussed how to communicate to people not to allow their dogs to swim in the pond. It was agreed that the article should be repeated in the Parish Magazine.

Action; SP

The Information Boards have been erected and thanks were given to Cllr Walton for these.

The bat boxes have been put up and some of the bird boxes will be going on the trees.

Replacement of small bridge: It was reported that David Moore is unable to help with this until the spring.

Accessible paths/Community Fund update: Wiltshire Council's contractor can carry out the work. This will take three days and cost £3800. This will leave a shortfall of £1800 in funding.

Recommendation; That Wiltshire council be asked to proceed with the cost at a cost of £3800, subject to arranging the additional funding.

It was agreed to discuss the transfer of funds to cover this at the Finance & Governance Meeting on 13th February.

Discuss coppicing/dead hedge plans: The Costwold Wardens have agreed to put the posts and wire in. The posts would be available from Wiltshire Council.

Recommendation: that a maximum of up to £200 be spent on the acquisition of the posts from Wiltshire Council.

d. **Trees and Hedges:**

Golden Wedding trees: Landcare are delivering the trees direct to Mr Thomas this week. Two of the trees will be planted on 16th February. Clerk to inform Joel

Action: MC

Veteran tree: Cllr Walton had met with Daniel Park. It was agreed not to put a fence round the tree. Daniel will minimise the end weight, placed on over extended branches, to reduce the bio-mechanical forces placed upon the trees features, whereby the tree can be managed to an acceptable level of risk. He will also carry out cardboard mulching, log seating, designated and community agreed areas for shrub/wild flower/meadow grass, bug hotels, nest boxes and log pile habitat areas. An article to be put into the Parish Magazine to explain the works. A working party will carry out the cardboard mulching later in March and the bug hotels will be created with community involvement. Clls H. Parker; M. Tye and B. Walton agreed to organise this and information about this to be put on the School Notice Board.

It was also agreed to update the risk assessment that the trees are checked regularly. The Groundsman has been trained to carry out the tree surveys.

Mill Lane hedge:

Recommendation that Mr Barton be asked to reduce the height of the hedge to 6 ft at a cost of £100 + vat. The Groundsmen will be able to maintain the hedge in the future

New hedging next to Car Park: Work to be carried out on 12th February when volunteers will be planting 420 hedging whips

Gate: Money had been put in next year's budget

e. **Bowling Green**

A question had been raised by a parishioner regarding how many members of the Bowls Club were parishioners. Clerk to reply stating that this is something that the Parish Council cannot answer. The Bowls Club is not willing to answer this question.

Slabs: Quotation being obtained to take up and slabs and relay. An alternative quote to be given for taking up the slabs and putting a membrane with resin down.

As the Bowling Green is owned by the Parish Council, it is the Council's responsibility to deal with the risk for the slabs. It had been identified as a low risk and the Committee looked at how this could be managed. It was agreed that a notice be put up asking people to take care when walking on the slabs. Bowls Club to confirm if there had been any recorded accidents involving the slabs. **Action: MC**
It was agreed to look at grant funding for this work.

Subletting: This had been raised when a parishioner wanted to use the lower room at the same time as the Bowls Club was using it. It was agreed that if the happened and the Bowls Club was agreeable, the user would pay the hire charge to the Parish Council and this could then be reimbursed to the Bowls Club.

Sponsorship: Letter from the Bowls Club regarding possible sponsorship. It was agreed that the Avon Sportsground Maintenance Company advertising board could remain in situ for 2023 with the payment of £75 to go to the Bowls Club. The Club had asked if permission could be granted to put up other 2ft by 4ft advertising boards on the green side of the lower level of the pavilion wall. These will be taken down when the green was not in use.

Recommendation that as these are not permanent structures, the Parish Council had no objections to this proposal.

It was stated that there had been a shortfall in the past regarding the money received from the Bowls Club and the cost of the maintenance contract and materials. However the Bowls Club has always paid all that it has been asked to pay and if there is any fault this lies with the Parish Council. It was stated that as we move forward the council is ensuring that the costs are being met.

From 1st April 2023 the Bowls Club would be paying £10,682 pa (£8962 + £1720 vat) for use of the Bowling Green and £4580.40 pa (£3817 + £763.40 vat)

The Bowls Club representative stated that the Bowls Club had been founded in 1968 for the benefit of the whole parish. They are actively trying to recruit new members and to find sponsorship. The Club is unhappy about comments that have been made on social media.

It was agreed that there should be a further meeting between the Bowls Club, Parish Council and the contractors before the start of the new season.

8. Pavilion:

Pavilion development/heat pump: It was agreed that more information is needed
Update on faulty battery for solar panels: A replacement battery has now been fitted

Progress on walkway lighting: It was agreed that the area between the Car Park and the Pavilion be prioritised and the work will be carried out soon.

Public toilet vandalism: Quotations for the repairs to the showers are being obtained. It was agreed that the lights in the shower rooms should be fitted with energy efficient lights
Action: IJ

Sensor taps – definite quotations to be obtained. **Action: MC**

It had been agreed that the cleaning and repainting of the public toilets would be carried out under the Community Resolution.

Cleaning Contract update: The current contract has been extended until the end of February as there is an issue with TUPE involving the current employee. It was agreed to try to establish the rules for this and whether it would apply in these circumstances. There is also concerns regarding the company who was going to take over the contract.

It was agreed that the Parish Council should pursue employing a local person to take this on.
Action: MC/HP

Pavilion booking software: Defer to the next meeting **Action: NI**

Discussion on development of Pavilion, Charity Trustee status:
It was agreed to set up a working group comprising Cllrs Johnston, Ingledew, Tye and Wright to investigate the terms of the Deed of Gift with a mandate to bring any information and recommendations back to Full Council.

It was felt that there should be a separate meeting of the Full Council as Trustees of the Charity.

9. Clarification of charges for the hire of the Pavilion

It was **recommended** that the rate for Casual Users should be £20 an hour. Existing regular users, including the Green Room Youth Club, had been agreed as a 10% increase.

10. Other items for discussion:

Proposal from Parishioner re tennis courts/concrete haunching update

Letter received regarding the resurfacing of the tennis courts, the setting up of a tennis club and possible funding streams. It was agreed that a working group comprising Cllrs B. Walton and R. Davies; Laurence Jarosy; Joy Thomas and Layla Slade be set up and report back to the Committee

Awaiting quotes for the repairs to the concrete haunching and a quote for the resurfacing.

Local Market/Eco Fair in Pavilion: It was suggested that the Pavilion could be used on a regular basis to hold a Local Market or Eco Fair. This will be investigated. It was also agreed to look at advertising the use of the Pavilion **Action: BW/HP/MR**

Update on work being carried out by Wessex Water: This will commence on 13th February for three week to carry out exploration holes on the Recreation Ground. The basketball court will be used for welfare cabins

Items raised on the Walkround

- i. Repainting of cills and toilet door: Quotations to be obtained
- ii. Metal Gate at Car Park: Cllr Clifford will remove this
- iii. Damaged car parked in disabled bay: Clerk to check the MOT/tax and report this
Action: MC

11. Climate Strategy Action Plan – Impact on Playing Fields and Pavilion actions:

Cllr H. Parker reported that there had been a meeting last week and the Action Plan is being updated. There will be a separate Appendix for actions and these will also be included in the Forward Plan.

Solar Panels and batteries for the Tractor Shed: it was agreed to obtain three quotations and look at changing the energy provider to Octopus Energy. **Action: DW**

Recycling: To be discussed fully at the next meeting to include the bins and contract with Hills Waste

11. Correspondence:

Skip on Recreation Ground: Letter from the Cricket Club requesting permission to put a skip on the Recreation Ground for a weekend in March when the Cricket Club will be clearing out and refurbishing area of the Cricket Club. It was felt that this should not be sited on the Recreation Ground at that time of the year and it was suggested that they approach the Queens Head

Wall by Selwyn Hall and 1 Valens Terrace: letter received about the state of the wall and claiming that this is in the Council's ownership. Clerk to reply that this is not the case and it is nothing to do with the Council.
Action: MC

12. Items of report:

Tennis Court key: Clerk to ask the Groundsman to check the key for the top tennis court

13. Date of next meeting: 3rd April 2023

Chairman

Meeting closed at 9.20 pm