



BOX PARISH COUNCIL

THE MINUTES OF A REMOTE MEETING OF THE PLAYING FIELDS & PAVILION MANAGEMENT COMMITTEE HELD VIA ZOOM ON 1st FEBRUARY 2020

- 1. Present:** Councillors: M. Tye (Chairman); J. Clifford; R. Smith;
B. Walton; H. Parker; S. Parker; A. Woollard
Mrs Carey (Clerk)

Mr. C. Priston (Box Bowls Club)
- 2. Apologies:** Cllr S. Gould
The apologies were accepted.
- 3. Absent:** Nil
- 4. Public Question Time:** There were three members of the public present.

Mr Davies raised concerns about the proposed tournament by Corsham AFC next June and also raised the question of the number of disabled spaces in the Car Park.

Mr Priston raised no concerns from the Bowls Club
- 5. Minutes:** The Minutes of the remote meeting held on 30th November 2020 were taken as read and will be signed as a true record at the first proper meeting
- 7. Matters Arising:**

 - a. Control of dog mess:** The wording was agreed as “Responsible dog owners Please keep dogs on leads and use the dispensers provided Thank you Box Parish Council” It was agreed to get adhesive signs that could be fixed onto the dispensers
 - b. Play Area:**
Under 7s Play area
Non slip surface; A drawing of the proposal had been discussed with contractors but this would not be achievable as the gradient required would need a ramp of 22.5 m and would be very expensive. An alternative to this would be to remove the ramp and put in sleeper steps with a wide width of tread and handrails. Quotations for this to be obtained. Orange tape to be put across the area and some chippings were required on the muddy area. It was felt that the longer term redevelopment of the whole area would need to be discussed in the future.

Painting of play equipment: It was felt that the painting of the play equipment was not a priority and that the wooden equipment should not be painted. Discuss further in the Spring
 - c. Adult fitness equipment:** Details of types of equipment had been circulated. To be discussed at a future meeting when the further CIL money for this had been received.
 - d. Inspection of the football pitch:** Waiting to hear of a new digital system for inspection from the FA advisor.

- e. **Spraying and cutting of Recreation Ground** It was agreed to leave the spraying until the FA report on the football pitch had been received.
- f. **Mill Lane hedge**: This had been cut
- g. **Litter bins**: None of the old litter bins are salvageable. A new bin to be purchased
- h. **Compost heap**: Groundsman to be asked to reverse into the site and drive out to reduce the impact on the grass.
It was **recommended** that it be discussed at Full Council that the policy for green waste gets dealt with on site where it is created ie in the Cemetery; the verge by the Bassetts; Lacy Wood and on the Common.
It was suggested that the compost area could be screened by a hedge
- i. **Flower tubs in the village**; Cllr Hazel Parker had completed a survey of the tubs and this had been circulated. There only appeared to be four tubs that were in good condition.
It was **recommended** that the rotten planters be removed completely and place the remaining four tubs in good condition at the entrances to the village one by Box House; one by the Fountain and two at The Bassetts. Cllr Case has made an offer of perennials and Cllr Woollard will also approach the Gardening Club.
- m. **Vine Court bedding**; This will be planted in the Spring. Cllr Smith made an offer of helibores that could be used.
- n. **Repairs to the Rock Circus**: It had been reported that the small house on top of one of the stones had been broken. Marcus Mitchell had agreed to repair this

8. Issues relating to the Allotments

- Thanks were given to Mr Tim Walton for coppicing the hazel trees.
- The base panels for the shed had been put down and the shed will be erected shortly
- Hawthorns along bottom of the allotments – Quotations to be obtained for pollarding these. **Discuss at Full Council**

9. Lovar Garden: .

- **Management Plan**: Grant funding of £2350 had been received from the Cotswold Conservation Board and £2500 from Wessex Water Recovery Grant Programme. Cllr Tye had met with the Cotswold Wardens who are not able to hold any working parties at the present time so the work in Phase 1 and 2 of the Management Plan has to be rearranged. The Parish Council can purchase seats, bird/bee boxes for the dog walk and set up volunteers for a support group of parishioners. Cllr Tye will circulate details of this.
- **Replacement bridge**: This will be considered with the Lovar Action Plan
- **Clearing of pond**: After discussion at Full Council it was agreed to leave this until late winter/early spring
- **Sluice gate**: This will be discussed at a future meeting. It was agreed to investigate any ideas for the sluice gate when the pond had been pumped out

10. Risk Assessments; to be reviewed annually

Metal on the allotments: This had been dealt with. The Committee will continue to monitor this.

11. Items for discussion:

- a. **Corsham AFC – use of Recreation Ground for Summer tournament**: the letter received from Corsham AFC for use of the Recreation Ground on the weekend at the beginning of June was discussed and it was **recommended** that permission for this is not

granted as this would be inconvenient for the users of the Recreation Ground and there would be insufficient parking to cope with this.

- b. **Replacement picnic bench for upper play area:** quotations had been circulated to the Committee. It was **recommended** that a VP recycled plastic picnic table with wheelchair access and extended top be purchased for £365 + VAT
- b. **Playing Fields Meadow area:** There was a discussion on this and it was **recommended** that there should be an area of summer meadow, with a path through, from the allotments along by the Mill Lane hedge which should be left to grow this year and not cut until August/September.

It was also **recommended** that a spring meadow be created along the edge of the Recreation Ground down Valens Terrace, to be planted with spring bulbs.

- c. **Playground log book of repairs:** It was suggested that a folder be kept using the RoSPA report details and dates of when the repairs were carried out. Cllr Tye to liaise with the Groundsman
- d. **Additions to the Playing Fields section of the website:**
It was suggested that the following documents could be added to the website:
 - Lovar Garden Management Plan
 - Copy of the Deed of Gift
 - Map of the Recreation Ground

12. Pavilion

- **Public toilets:** These will be monitored regularly when they are all reopened
- **Solar Panels and Air Pump:** Meetings had been held with two companies to discuss this but only one quotation had been received. More quotations to be obtained. The insulation etc would have to be checked for heat exchange
- **Additional door on the front of the Pavilion:** Three quotes had been received for replacing the window to the left of the existing door with a further door. The quotations were in the sums of £810; £1025 and £1155. It is **recommended** that the quotation from Alan Joy Windows Ltd in the sum of £810 be accepted.

Post Minute note: The planning officer has confirmed that subject to the door matching the existing glazed door there should be no need for planning permission

13. Correspondence:

- **S106 and CIL:** Letter received from the Section 106 and Community Infrastructure Levy Officer stating that the Leisure Facilities contribution is calculated using the Sport England Sports Facilities Calculator which is specific to sports facility buildings. In essence it is to be spent towards leisure/sports centres but allows a level of flexibility towards other sports buildings if such centres are not relevant to the development. Hence its use at Box Pavilion. It would not be in line with the calculation and contribution for this funding to be used on play equipment and would put the Council at risk if it was used in such a way, with the developer being well within their rights to ask for a return of the contribution.
- **Silver Birch tree by Allotments:** Letter from the tree surgeon stating that there is an amount of decay at two separate locations at the base of the tree. There is a clear division between the rotten and the sound wood the trunk. The decay is not situated where the structure of the tree is compromised and the decay seems to be under control. He suggested that the tree be reassessed when the tree had leafed and look again in the Autumn.

14. Items of report and future Agenda items:

New allotment gate: A new gate is needed

Car Park: It was reported that there is a Portaloo and JCB parked in the car park. It was felt that this was inappropriate and the Clerk was asked to write and asked for them to be removed by the end of the week

Abandoned car: A blue Sukuki car to be reported to Wiltshire Council

Water meter for Pavilion; Cllr Campbell will read the meter regularly to check the usage. A tap lock will be purchased for the outdoor tap.

Dog bag dispenser; It was asked for the dispenser by the Queens Head to be turned round so it could be seen.

Chairman

Meeting closed at 9.00 pm