



# BOX PARISH COUNCIL

## THE MINUTES OF A MEETING OF THE PLAYING FIELDS & PAVILION MANAGEMENT COMMITTEE HELD ON 29<sup>th</sup> NOVEMBER 2021

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

Mrs. J. Collier Box Bowls Club  
Ms G. Potts (Box Allotment Group)
- 2. Apologies:** Cllrs J. Clifford; I. Johnston;  
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  
Gilly Potts thanked Cllrs Bronwen and Tim Walton for procuring the shed. This will be moved to the base and put up in the Spring

She asked if the Council could look at the Allotment rules re lighting bonfires in line with the Climate Strategy Action Plan. It was agreed to bring a revised draft back to the next meeting.

The Clerk will write to all allotments holders reminding them that the rental is due. A copy of the Climate Action Plan will be attached and they will be informed that the allotment regulations will shortly be drawn up in line with this.

Bowls Club: No issues were raised.
- 6. Minutes:** The Minutes of the meeting held on 4<sup>th</sup> October 2021 were taken as read and were signed as a true record with two amendments made.
- 7. Matters Arising:**

  - a. Play Area:**  
The RoSPA report had been received and circulated. There were no very high risk areas.  
Cantilever Swing – It was agreed to ask RoSPA for a quotation for a Resister Graph testing to confirm the integral structure of the equipment and to ask what this would offer to the Council.

Multi-play Toddler – Clerk to pursue the welding with Mr Roberts

See-Saw – the risk score was 8 which was high but this is an old piece of equipment

Sleeper – there is money in the Under 7s budget to replace the sleeper

BMX – The Committee agreed to look at fencing off an area at a time to let the grass regrow

Oak bench – this has been fitted.

**b. Update on Lovar Garden :**

Cllr Tye reported that over 500 anemones and bluebells have been planted. There had been ten volunteers to help with the planting. An offer of a grant from the Farming In the Protected Landscape had been received in the sum of £12,900

Pond: Cllr Tye will be meeting with the Wildlife Trust tomorrow to look at the pond. They would draw up a report and management plan for 5-10 years.

Handrail at the small bridge: SHS Bridges will quote for this

Replacement bridge: It was reported that the Groundsmen had uncovered the plinths of the bridge which are in a good condition. Cllr Tye has asked for the three companies to requote for the bridge now that it is shown that the foundations are OK. SHS Bridges would bring materials to make the steps. Cllr Walton asked for the cutting list to be checked as she could get English Oak sourced locally for this.

Wooden cover of pond inlet – this is now in position

Information board: This will be discussed at the meeting in February.

**c. Inspection of the football pitch:** the Groundsman will be dealing with this over the winter

**d. Trees and Hedges:** The Box NATS tree in memory of Roy Hodges had been planted on 23<sup>rd</sup> October.

The hedge pack had arrived three days too late for the working party and only one pack had been received ie 105 and not 210. Cllr Walton had contacted the Woodland Trust – discuss further at the next meeting.

Mill Lane Hedge: In line with the Tree and Hedge Policy it was agreed to trial letting the top of the hedge grow and just trim it in the front. The Clerk will write to all residents informing them that it is the Council's intention to stop cutting the top of the hedge in line with the Policy and the Climate Strategy Action Plan. The Committee were all in favour of this.

Decision on Tree Survey

The three quotations had been put onto the matrix. The tree quotations were: Treework Environmental Practice - £1505 + vat; Bawden Tree Care - £957.50 + vat and Conservation Contractors Ltd - £770 + vat

£1500 had been put into the budget for the work to be carried out during this financial year.

It is **recommended** that the quotation from Treework Environmental Practice be accepted in the sum of £1505 + vat. This is more expensive but it offers better value for money.

Discussion on planting of hedge along the wire fence line: This was discussed and everyone was in favour of this.

e. **Car Park:**

It was agreed to remove the gate at the entrance to the car park

Glass recycling – Cllr H. Parker will approach Corsham Town Council and Transcoco to see who they are using for this.

Light in Car Park – It was agreed to ask the Selwyn Hall Management Committee if they would consider reconnecting the light at the entrance to the Car Park as it was the users of the Selwyn Hall who had raised this issue. The Clerk will write to them

Remarking of yellow lines: this is on the Groundsmen's winter job list. When these had been remarked it was agreed to look at putting up a sign requesting that the area is kept clear as emergency vehicle access was required.

It was reported that someone is sleeping in a camper van on the Recreation Ground. The Clerk will write to the owner indicating that there is a more suitable site at Grove Farm.

f. **Path by the school:** There is money in the budget to put more chippings on the path to the school at the top of the Recreation Ground.

**8. Pavilion**

a. **Public toilets:** It was **recommended** that during British Summer Time the toilets are kept open 24 hours a day. In the Winter Time these should be open in daylight hours but only the disabled toilet would be left open all the time.

It was agreed to discuss this with the Assistant Groundsman to see if he required help with this over the Christmas holidays.

b. **Review of Charges for 2022/23:** It is **recommended** that the charges are increased by 5%. The charge for casual users should be £25 per hour with a 50% deduction for anyone in receipt of benefits.

c. **EPC rating for building:**

It was agreed to ask Cllr Johnston to proceed with this

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

- It was agreed that Cllr H. Parker would pursue the extension of recycling facilities similar to those run by Transcoco in Corsham. Possible sites suggested were outside the Parish Council Offices and outside the Pavilion but these would need people to man them.
- The Committee needs SMART goals. Cllr H. Parker will liaise with Cllr Johnston on this
- Electric car charging points – this is something that the Highways Working Group can look at
- COSH Cupboard – Cllr Walton stated that there were only a few items in the cupboard and these were not used very often. She will draw up a sheet to show what the Groundsmen use and how often. It is unlikely that these will be replaced in the future.

**Spraying of Recreation Ground**

The Recreation Ground had not been sprayed for two years. It was agreed that the Groundsman would use the boom arm to patch spray on the sports pitches.

Cutting of Recreation Ground: This could not be discussed until the Council had a different mower to allow areas to be left at different lengths. It was **proposed** that the Full Council debate the replacement mowers at the Full Council meeting in January. It needs to be decided who is going to take the lead on this.

Repairs to John Deere mower: The estimate for the repair of the John Deere mower had been received in the sum of £1065.55 + vat. It was agreed to ask John Miller how much the machine is worth. This will be **discussed** at Full Council.

**10. Budget and Forward Plans:**

The updated Forward Plan had been circulated and was agreed. Cllr H. Parker will look at the Climate Strategy objectives on each Committee.

The budget notes had been discussed at the budget setting meeting. Four posts for the Playground gate and the allotment gate are required. Cllr B. Walton will pursue this.

**11. Winter jobs list:** Cllr Walton was discussing this regularly with the Groundsman

**12. Future Agenda items:**

- Biodiversity Action Plan – discuss at a future meeting
- Fire survey of building
- Passing spaces down Valens Terrace
- Reinstatement of path around Lovar Pond

**13. Items of report:**

- Cover and lock on outdoor taps – Ask Groundsman to check if these are in use.
- Work being done to the flushing units on the urinals
- Updating of Vice Chairman's board
- Mosaic sign at Rudloe – Clerk to check if the invoice for this had been paid
- Bench by Vine Court – this needs Hammerite
- It was reported that face masks need to be work again from 30<sup>th</sup> November

**14. Date of next meeting:** 7<sup>th</sup> February 2022

**Chairman**

*Meeting closed at 9.15 pm*