



BOX PARISH COUNCIL

THE MINUTES OF A MEETING OF THE PLAYING FIELDS & PAVILION MANAGEMENT COMMITTEE HELD ON 4th OCTOBER 2021

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

Mrs. J. Warren and Mrs S. Cooke (Box Bowls Club)
Ms G. Potts (Box Allotment Group)

2 members of the public
- 2. Apologies:** Cllrs I. Johnston; S. Parker
The apologies were accepted.
- 3. Absent:** Nil
- 4. Public Question Time:** There were two members of the public present.
Mr R. Bean thanked the Clerk for the copy of the notes of the meeting held with the Bowls Club on 14th September. He stated that over a 5 year period there was a shortfall in income received versus expenditure on the bowling green of just over £11,000. The report did not include the annual Wessex Water charges; the recent high water charge; the £2800 on the replacement tank or the forecasted cost of materials for 2022/23. Taking all these into account the shortfall would be just under £20,000

He had no issue with the council spending substantial money on maintaining its facilities but felt it must be for the benefit of the wider Box community and the number of Box parishioners who live and pay Council tax and are members of the Bowls Club was not explained. He reiterated his question of how many members of the Bowls Club are residents of Box. He spoke about the comparison that could be made with the maintenance of the bowling green and other facilities. The Cricket Club maintained the cricket square at no cost to the Council and all other facilities are multi-purpose and open for use by anybody and maintenance by Council staff.

His solution would be to terminate the current maintenance contract, enter into a formal written agreement with the Bowls Club to rent the land for £1 pa. In return the Bowls Club should manage, pay for and be directly responsible for all ongoing maintenance costs including water charges. The Parish Council should not be spending enormous amounts of tax payers' money for the benefit of a handful of parishioners and friends who do not live in Box. The money should be used for the benefit of the wider Box community.

Mr R. Davies queried the use of the S106 money. It had been stated that S106 money was for leisure facilities in the vicinity of the development. He referred to an email which stated that the S106 money could not be used for this purpose and felt that this should be used in Rudloe. He was asked to supply a copy of the emails that he referred to.

5. To consider any items raised by the Allotment Group or User Groups

Allotments

Gilly Potts thanked the Parish Council Groundsmen for the layer of woodchip that had been put on the path. She stated that the new gate had had its hinges broken, but these had been replaced with much stronger hinges. The new latch had been vandalised and she questioned whether it was wise to keep throwing money at this if it continued to be vandalised. The allotments had been well used this year. There was one allotment which was not being so well maintained and she was keeping an eye on it and may suggest in the future that perhaps this should be reduced to half.

Bowls Club; No issues were raised.

6. Minutes: The Minutes of the meeting held on 26th July 2021 were taken as read and were signed as a true record with two amendments made.

8. Matters Arising:

a. Play Area:

Under 7s Play area: Cllr Walton has spoken to The Shed about making a new gate to match the existing. This should cost £150 for the materials plus a donation for the work. The dimensions will be discussed. The Groundsmen would put in a new post. This was unanimously agreed
Picnic bench – It was unanimously agreed to replace this with a recycled plastic one at a cost of £405.

Grasscrete will be fitted at the entrance and filled to make it more secure and this will then be seeded.

The posts on the allotment gate will be replaced.

b. Update on Lovar Garden :

Cllr Tye reported that three bids had been submitted to the Farming in Protected Landscape and the landowners permission was being obtained for the kissing gates.

A bid had been made for £12000 to replace the Lovar Garden bridge.

Three quotes had been obtained for a standard design bridge.

Post Minute note the grant application has been successful and £12,000 will be awarded.

Caring for the Cotswold Grant – a new woodland habitat had been created and a large number of woodland plants will be planted in the Autumn/Spring. Native species of spring bulbs will be purchased and a working party comprising Cllrs Tye; Smith and H. Parker will look at sourcing these. There is £250 in the budget for this.

The next stage of the Caring for the Cotswold would be for two information boards – one by the woodland habitat and one by the Brunel bridge and McMillan way. More information on this will be brought back to the next meeting.

Pond – Cllr Tye had looked at asking the Wiltshire Wildlife Trust to come and complete a report and management plan for 5-10 years. This would cost £250 and money will be put in the budget for this.

Handrail at the small bridge – this will be discussed with the budget. Cllr Wright agreed to look at this. The missing piece of wood would be added to the list of winter jobs.

A further grant could be made to Caring for the Cotswolds next year.

The Groundsmen will cut back the buddleia on the bank and further planting will be considered. It was agreed to ask the Groundsmen to remove the Ash seedlings by Mill lane and to cut back the laurels again and remove the bamboo.

- c. **Inspection of the football pitch**: the Groundsman will be dealing with this over the winter
- d. **Spraying and cutting of Recreation Ground** It was agreed to leave the spraying until the FA report on the football pitch had been received. Joel talked about localised spraying of the Sports grass when the benches are out of the workshop and he can access the spray boom
- e. **Box NATs tree planting in memory of Roy Hodges – 23rd October**; As agreed a Birch Tree had been ordered through Landcare at a cost of £55 plus VAT plus the stake and tie. The Box NATs will cover the cost of this. It will be positioned by the allotments in line with the hedge.

9. Issues relating to the Allotments

- **Metal on the bank of the allotments**: The Committee will continue to monitor this.

10. Items for discussion:

- a. **Play Area – RoSPA report**; No report has been received yet
- b. **Trees and Hedges**:
Replacement Horse Chestnut: It was agreed to wait until someone requests a memorial tree. The stump may need grinding out and it was agreed to get quotations to consider at the next meeting.
Lime Tree; The work had been carried out and it was agreed to look at this next year to see if the condition improves.
Feedback had been received from Daniel Part regarding the future management of the areas under the trees. Cllr Walton has spoken to the Groundsman and this may be easier to manage with the new mowers. In winter the grass does not need to be cut up to the boundary and some of the leaves could be left. It was **proposed** that the Groundsman be asked to trial this under the mature trees and leave some of the leaf mould in situ. An area under the Lime tree could be fenced off. It was agreed to discuss this again in the Spring. An article could be put in the Parish Magazine to inform parishioners why this was being done.
Hedge: The pack had been ordered and will arrive between 1-12 November. There should be community involvement with this to help with the planting on Sunday 21st November. It was also agreed to put some from the Bowling Green hedge out to the Car Park where the fence is falling down. An article will be put in the Parish Magazine, on the website and on facebook.
Mill Lane Hedge: It was agreed to postpone this in light of the Tree Policy and the Climate Strategy Action Plan and to discuss again at the next meeting
Planting a hedge on the edge of the car park/recreation ground: It was agreed to put this on the Agenda to discuss at the next meeting. This could be included in a planting programme for the Cotswold Wardens for next Autumn.
Quotation for tree survey; Three quotations had been received in the sums of £1505 + vat; £957.50 + vat and £770 + vat. It was agreed that more information was required from one of the Contractors as to what

would be supplied in the survey ie map/full list of the trees. Clerk to write and enquire

Post Minute note: Confirmation received that the quotation would include a map and a full list of the trees, tree numbers etc. A copy of one of their surveys had been supplied for reference.

- c. **Rubbish and Recycling:** the current management contract with Hills Waste was discussed. There had recently been a higher account than in previous months and this had been due to excess weight caused by builders materials being put into the bins. As the bins are for waste from the Recreation Ground only it was agreed that coded padlocks be put on the bins. The code could then be sent through to Hills Waste. Hills Waste has been asked to supply a price for a 240L glass recycling bin which would be emptied monthly. Discuss further at the next meeting.

13. Pavilion

- **Solar Panels:** Cllr Wright had circulated a report and quotations. Four quotes had been received and these had been tested against a compliance matrix. He explained the four quotations which had been for 18 panels on the south face side of the Pavilion. There would be one large solar panel for a water heater but this would require a new boiler and no costings had been received for this. It was **proposed**
 - i. To confirm that this could proceed under the S106 agreement
 - ii. To check whether planning permission would be required. The Clerk will enquire.

Subject to this confirmation it was **recommended** that the quotation from Beazer Electrical Services in the sum of £7663.20 be accepted as it represents best value for money.

The issue of Solar Panels for the Tractor shed would need to be discussed at a future meeting. The roof is very low pitched so the solar panels would need to be raised. There is also a large tree next to the Tractor Shed which will block out some of the panels. It was agreed to put this as an Agenda item to be discussed at Full Council. Cllr Smith stated that she would like to raise the issue of the electricity poles again.

- **Projects for use of the S106 monies:** It was **recommended** that Cllr Johnston take the lead on overseeing this and issues relating to the Pavilion

14. Bowls Club – review of Bowls Club costs; The notes from the working party meeting with members of the Bowls Club had been circulated. Cllr Tye opened the discussion by saying that this was a complex issue. The Parish Council provides facilities for use by anyone who want to come and use them. The Council needs to look at clarity with the Bowls Club and work out what is workable between the Council and the Club. Before reading the report she was unaware of several of the items ie that the Bowls Club had contributed towards the cost of the pavilion and had purchased the tables and chairs. She took on board the points that had been raised at the beginning of the meeting. The Council may need to look at a straight forward legal document to ensure that the finances, purchase of equipment etc are clear. All these things need to be set out clearly. She did not know how viable of lease of £1 and for the Bowls Club to apply for grants would be.

Cllr Smith agreed that there were grey areas that she was unaware of and felt that this had done under the radar. There needs to be more advertising to show that the Green is open to members of the public.

Mrs Collier, the Bowls Club Secretary stated that this had been well advertised in Stop Press, notice board and there had been a good response from putting this on Facebook.

Mrs Cooke, the Bowls Club Treasurer, felt that the club had gone under the radar and people did not appreciate was a fantastic facility the Council provides. Bowls is good for Health and the Mental Wellbeing of so many people, particular during the lock down and there were several elderly people still playing bowls. The best understanding that there had ever been of this had been during the last two years. The Bowls Club appreciates the facility that the Parish Council provides and they run the Club for the Parish Council. If they cannot attract members from far and wide they could not run the facility.

Cllr H. Parker stated that on the point of Health & Well Being, it had been mentioned by the Unitary Councillor, Brian Mathew that grants for this were available from Area Board. She did not think that this should be allowed to drag on. A lot of questions had been asked but inciting bad feeling on facebook was unnecessary and not the best way to do it. She felt that the Parish Council should come to an agreement and made a decision as soon as possible on how much the Council would be willing to support the Bowls Club financially. She understood that the Bowls Club had always paid what they had been asked to pay.

Mrs Cooks confirmed this and said that the Bowls club contribute whenever they can. They have a lot of parishioners who are members but she did not know the exact numbers. They try to attract as many local people as they can but they could not operate without going further afield.

Mrs Collier referred to the issue of the gate being locked. The Parish Council put the gate in to stop vandalism on the green – riding of bikes etc and the Council has constantly had to pay to have the green repaired. The Club members also take home all the recycling. The Bowls Club had contributed £20,000 towards the cost of the building of the pavilion as well as holding fund raising events such as car boot sales, events in the Selwyn Hall but all the money raised had not just come from members of the parish. Avon Sportsground Maintenance Company is the Parish Council's contractor and it had been agreed that the Bowls Club would cover most of the costs of the contract. The Club fills out two booking forms each year, one for the use of the Green and one for the use of the Pavilion and they pay the costs that had been set by the Parish Council. Last year the Bowls Club did not "not pay" the costs, the Parish Council "waived" the fees. They only used the green for six weeks but did fund raising and raised £1704 which was donated to the Parish Council because they were grateful for being able to use this during the pandemic. Whatever club anyone belongs to anywhere, it is not just members from the precept area of that club – it would not be feasible – whether this is cricket, football or bowls and sometimes these things do not get looked at in a sensitive manner.

Cllr Smith felt that a good connection had been made with the Bowls Club and we need to talk more in the future. The Council is made up of different members now and need to move forward.

Cllr Walton stated that she did not feel that the council should be minded to make any snap changes. The Bowls Club were able to come and take part in discussion at any Playing Fields and Pavilion meetings. It is the Parish Council's facility which the Bowls Club rent. The Council had already changed the contract with Avon Sportsground Maintenance Co. This had run previously from October but a six

month contract had been drawn up to take this to March 2022. The contract would then run annually from April to March. The Council and the Bowls club need to look in tandem at raising grants etc and reducing costs keep the dialogue up between the Council and the club. She was keen to go forward. If anything outside of the contract needed to be done the committee should be made aware of it to help them budget for this.

Cllr Wright said that he had an interest as he was a member of the Bowls Club. Most grants are for tangible assets and not there to fund services etc. With regards to the water costs the Council could look at harvesting rain water. The fees need to be looked at in line with the contract costs.

Mrs Collier stated that there was a point of relevance between the amount of water drawn and the amount disposed of by sewage. She was informed that Cllr Johnston would be looking into this. It was confirmed that the Council had not claimed for the damage done to the water tank which could have been caused by a tree root. She also stated that the full annual payment for the use of the Pavilion had been paid even though the Club were not in for the whole of the season. The Bowls Club could not go for grants because it does not own the land.

Cllr Walton stated that there would be an upcoming budget meeting which would go through all the figures and they would be welcome to attend.

- 15. Renewal of Bowls Club Maintenance Contract:** The contract from 1st October to 31st March was for £3022.50 + vat. It was **recommended** that this be accepted.
- 16. Budget – update on income and outgoings:** The Clerk will order the wood chippings at a cost of £408.33 + vat There will be an informal get together to go through the figures for the budget and look at things like replacement play equipment.
- 17. Inventory:** This had been circulated.
- 18. Future jobs:**
 - Update of Forward Plan: This will be updated with the Playing Fields actions and future plans.
 - Winter jobs list: This will be drawn up and taken to the Personnel meeting
 - Vine Court bed: Look at the next stage for the Spring. A voluntary working group was needed for the various jobs throughout the parish.
- 19. Correspondence:**

A letter had been received from Mr Mullins highlighting issues relating to the under 7s play area. This was discussed and a reply will be sent to him.
- 20. Future Agenda items:**
 - Biodiversity Action Plan – discuss at a future meeting
 - Energy/Fire survey of building
 - Light in Car Park
 - Passing spaces down Valens Terrace
- 21. Items of report:**

Cllr Smith reported that she had carried out a check of the bins
- 22. Date of next meeting:** 29th November 2021

Meeting closed at 9.25 pm

Chairman

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