

# BOX PARISH COUNCIL

**Mrs.M.S.CAREY**  
Clerk to the Council

**Office open to public**  
Monday & Thursday  
9.30 – 12.30  
or by appointment

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Website address: [www.boxparishcouncil.gov.uk](http://www.boxparishcouncil.gov.uk)

12 February 2024

Dear Councillor

You are summoned to a meeting of the **Box Hill & Rudloe Open Spaces Committee** to be held at the **Box Parish Council Offices** on **Monday 19 February 2024** commencing at **7.00 pm** to consider the following Agenda

Yours sincerely,

*M.S. Carey*  
**Margaret Carey**

## **A G E N D A**

1. To receive any apologies for absence
2. Public Question Time
4. To receive the Minutes of the Meeting held on 21<sup>st</sup> August 2023
5. Update on Risk Register and Forward Plan
6. Monitoring of the Budget.
7. Update on issues raised and any other matters arising from the Minutes
  - Albion Terrace – Restoration of the retaining wall. Three quotes were sought but only one (Marcus Mitchell) has responded. The quote is sequenced with four costed phases: 1. £7.2k. 2. £3.3k. 3. £2.9k. 4. £5.0k. The project can be delivered over three years with phase 1 delivered in FY 2024/2025. Phase 2 and 3 delivered in FY2025/2026. Phase 4 delivered in FY 2026/2027. Discuss proposal that the quote is accepted and move forward with the mitigation of this Risk
  - Albion Terrace - Request from Mr Doug McKay to create a small vehicle ‘turning circle’ on the middle common adjacent to Albion Terrace and instal a EV charging point adjacent to his parking area.
  - Box Hill Common seats update – both seats have been install at a cost of £2280.11+ vat for the seats and £943.93 for the concrete bases. Received £2580.11
  - Lacy Wood Management Plan update. Proposal to accept the quote from Daniel Parts to continue with management of the wood with a Not to Exceed cost of £5k for FY 2024/2025.
  - Thoday Wood Management Plan update 20 x Ash trees suffering with ‘Dieback’ have been felled and processed. 32 Hazel stools have been processed. 900 metres of ‘Dead Hedge’ have been created
  - Interpretation Board - update
8. Management of the Rudloe Area
  - Rudloe Community Centre – update
  - Rudloe Play Area update
  - Rudloe Green
  - Rudloe Surgeries – update
  - Letter of thanks to Idverde for supporting the Rudloe litter pick
9. To receive any correspondence
  - Letter from Gigaclear re permission to dig a trench across the Lower Common to install broadband to three properties
10. Items of report and future Agenda items
11. Date of next meeting – 22 April 2024

**NB. WALKROUND OF THE COMMON AT 1400 HOURS ON MONDAY 19 FEBRUARY 2024 AT THE PARKING AREA**

**COUNCIL OFFICE**  
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