

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Office open to public

Monday & Thursday

9.30 – 12.30

or by appointment

Telephone: 01225 742356

E-mail: mailbox@boxparish.org.uk

Website address: www.boxparishcouncil.gov.uk

5th March 2024

Dear Councillor,

You are summoned to a meeting of the Buildings Management Committee to be held at the Parish Council Offices on Monday 11th March 2024 commencing at 7.30 p.m. to consider the following Agenda.

Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely

M.S. Carey

Margaret Carey

Clerk

A G E N D A

1. To receive any apologies for absence
2. Public Question time
3. Declaration of interest relating to items on the Agenda
4. To receive the Minutes of the meeting held on 15th January 2024 and to consider any issues not covered by the Agenda
5. Pavilion
 - Any issues raised by the user groups
 - Repainting of cills and doors – work has been completed
 - Boiler replacement - update
 - Motion sensor tap for disabled toilet – obtain quotations
 - Electric hand dryers in the toilet – obtain quotations

Project updates

 - Pavilion Development Working Group – report on meeting held on 20th February (attached)
 - Pavilion booking software – update
 - New door for public toilets – obtain quotations

Future projects

 - Provision of SuDS Pod - update

Items for discussion

 - Hiring policy – drafting of new policy
 - Safeguarding Policy/Action Sheets
 - Replacement of ovens in Pavilion
 - Further vandalism in Public Toilets – CCTV coverage
 - Reclaiming of VAT – update and letters from HMRC
5. Council Offices
 - Timber on top of railings/repairs to front wall – obtain quotations
 - Report on drains
6. Jubilee Youth Centre - update

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7. **Forward Plan/Risk Assessment and Asset Management**
Maintenance Schedule – update issues from items discussed

8. **Tractor shed**
Update on planning application for solar panels – Planning permission granted. Work to commence 22nd April

9. **Monitoring of Budget:**

10. **Items of Report and Future Agenda items**

11. **Date of next meeting - 13th May 2024**