



BOX PARISH COUNCIL

MINUTES OF AN MEETING OF THE PLAYING FIELDS MANAGEMENT COMMITTEE HELD ON 2nd JUNE 2025

Present: Councillors: B. Walton (Chair); N. Ingledew; H. Parker; M. Tye; T. Walton
G. Potts Box Allotment Group (departed at 7.20pm)
J. Collyer Bowls Club (departed at 7.10pm)

Mr S J Vickery (Clerk)

1. Apologies: Nil.

2. Public Question Time: No members of the public present.

3. Declaration of Interests: There were no declarations of interest relating to items on the Agenda.

4. Minutes of the Meeting held on the 2nd June 2025, The Minutes of the Meeting held on 2nd June 2025 were taken as read and signed as being a true record, with one minor correction; it was noted that Netball markings are required on the new Tennis court.

5. Matters Arising:

a. **Bowling Green:**

The Payback team have visited twice to trim the hedges and for weed clearance. They are returning in late season to retrieve and store rubber mats. There is also some slab cementing to be done.

There should be a Bowls Working Group in the near future (ideally this year, prior to 1st December 2025) with Cllrs B. Walton and M. Tye to discuss ongoing matters, such as a peppercorn lease, legal status etc.

b. **Allotments:**

Gilly Potts, the Allotment Group representative, was positive about the new tenants.

Plot 7b still require a hastener as 50% requires to be under cultivation - there were no signs of cultivation. The Committee agreed that if there is no improvement the tenancy would be revoked. GP would photograph and report back on 7b. As the 50% rule is not part of the current rule set, it was agreed to revise the rule set.

Action: Clerk to re-draft the Allotment Rule Set.

In addition, Plot 4b have been sent a hastener as a first warning. There is no one on the waiting list. It was agreed to continue the recruitment drive.

The fence and gate has been repaired but was now potentially too high to lock. A gap in the gate will be investigated with L P Property or the OSM.

c. **Play Areas:**

Playground Checklist:

The new checklist was displayed with the ongoing actions. The aim is to do 2-weekly checks, alternating between sites. Cllrs thought there was merit in this approach to list of rolling actions.

Cantilever tyre swing & netting:

The cantilever tyre swing and climbing frame netting for the larger playground was discussed. Cllr T. Walton agreed to source the new tyre. The winning contractor for the u7s playground would be approached to advise on the swing wooden supports. It was **recommended** to accept the quote for the new netting (cost tbc before the next FC).

Under 7s Play Area:

The 2 bids in the Procurement Matrix were examined. Whilst there were some similarities in the bids, the quoted cost of Company A (Bigwood Ltd) was significantly lower than Company B – unfortunately the third bid had not been forthcoming. Given the overall cost, it was agreed to do a reference site visit and to obtain some testimonials for Company A.

The discussion continued with comment about the very poor condition of the remainder of equipment in the u7s area; it does detract from the remainder of the Recreation Ground and many items are probably at the end of their useful life; some patch repair might be possible. It was agreed that a Phase 2 for the u7s playground is required with the potential to be a little more ambitious.

The 3rd bid, if received, would be circulated if deemed competitive.

It was **recommended** to accept the Bigwood (Company A) quote at £12,850 with the proviso of further due diligence – reference site visit and testimonial(s).

Seesaw in main Playground

The recent Seesaw accident and relevant section of the ROSPA report were discussed by the Committee. Whether the innate risk could be reduced was debated. Cllrs thought they were not qualified to say whether the item should remain or be replaced.

A supervision notice and some extra safety instructions were discussed. The benefits and risks were weighed. Any proposed signage should contain some ROSPA words with the safety instructions. The options would be to either remove the Seesaw, educate, replace or do nothing. It was agreed to educate and communicate on the correct use of the equipment as a first step with a subsequent step, if feasible, of how to mitigate the issue with appropriate modification. Whether the Council should inform ROSPA was also discussed.

There would be a new Playground Notices working group established to agree the safety instruction signage.

Action: the Chair would circulate a draft of the Seesaw safety notice.

The Insurers have advised no further correspondence with Ms. Brown.

d. **Update on Lovar Garden:**

The design plan for wire gabions was discussed to aid water flow and filtration. The aim was also to prevent some of the silt ingress to the pond. OSM and OSW to propose a plan for the gabions and a trial of placing 2 or 3 gabions in the stream.

Action: OSM to propose the gabion location and to trial the gabions.

The former dumping area near the stream does require fencing off and should not be used. There should be an embargo on rubbish in this area; there needed to be a long-term plan to clear this area with a skip if necessary. To promote growth and disguise the wire fencing, a Chestnut paling fence was agreed to be laid alongside the stream; this would become a budget item for 25/26.

Action: Chair (Open Spaces) to add paling to the budget bid.

e. **Trees and Hedges:**

The Chair reported on the recent H&S emergency work and the felling of the poplar tree after being used as a wrench. Linked to H&S of trees at the basketball court, the two quotes from Tree Parts were discussed for the Sycamore and Acacia trees. Permission for pruning in the Conservation area should be checked and it was requested to check the optimum time for this work.

Action: Clerk to check time and permission with Tree Parts.

It was recommended to treat both tree work quotes separately:

- It was **recommended** to accept the tree quote for the Sycamore, £780+VAT
- It was **recommended** to accept the tree quote for the Acacia, £480+VAT

It should be noted that car park hedging should not be between March and September. This is in line with the Council's tree and climate policy.

Action: Clerk to remind Grounds team of Climate Policy.

It was noted that telephone cables within the Ash tree at the foot of the Valens Terrace might cause an issue. BT Openreach would be approached to check.

Action: Clerk to approach BT Openreach.

There was some discussion on the important Parish-wide tree survey and whether a tender with a competition should be held to ensure best value for money. As the tree survey was a whole Parish issue, it was agreed to move the issue to Fin & Gov and eventually to the new Open Spaces Committee.

Finally, the Wiltshire Council tree rep advised that the Recreation Ground and Cemetery succession tree planting plans should be combined in to one application.

Action: Chairs Cemetery and Playing Fields would action the excel application form.

f. **Tennis Courts**

It was agreed to order more membrane and gravel for 22nd August when the Payback team return to the court perimeter work. The broken concrete bike rack requires removing.

There is now sufficient combined sums in the Tennis account and separate Tennis funds to procure the lower court re-surfacing. Late autumn would be the aiming point

to commission the work. There was still an aim to have an online booking system, with various meetings booked to discuss tennis issues.

7. **Items for discussion:**

a. **Cricket Club:**

Progress was being made with the Cricket Club to have a working group – there is a proposal to hold a meeting on 21st August with Cllr Parker and the Clerk.

8. **Climate Strategy Action Plan:**

- a. Hills Waste are now collecting General Waste weekly as a trial. A lockable, covered skip would be procured in early autumn.
- b. Stickers for the bins in the car park have been ordered. General waste bins with a lid will be a budget item for 26/27.

9. **Forward Plan:** The Forward Plan will be merged in to an Open Spaces Forward Plan by the Clerk prior to the October meeting.

Action: Clerk.

10. **Correspondence:** The one item of correspondence relating to the Seesaw accident was discussed at Item 5c.

11. **Items of Report and Future Agenda items:** There were no items to report.

12. **Date of next meeting** – 6th October 2025

Chair

Meeting closed at 9 pm