



Box Parish Council

18th August 2026

BUILDINGS MANAGEMENT COMMITTEE – ADDITIONAL MEETING on 17th August 2026 at the Box Pavilion

Councillors Present:

Cllr N Ingledew (Chair)

Cllr R Haslett

Cllr N Botterill

Cllr D Celerier

Cllr B Walton

Cllr T Walton

Clerk – S Vickery

1. **Apologies** for absence were received from Cllrs R Duncan, I Johnston and M Tye.
2. **Declaration of interests** relating to items on the Agenda. Nil.
3. **Public Question Time.** There were no members of the public present.
4. **Parish Office.**
 - a. Resolved. The new preferred Office location would be at the Selwyn Hall.
 - b. Resolved. The Chair and Full Council Chair negotiate the annual lease fee with SH. SH would be reminded that exclusive use was required for the Parish Office.
 - c. Resolved. Work to date on the Pavilion extension would be archived. Cllrs were thanked for their hard work.
 - d. The request to Wiltshire Council Planning on the change of use was noted.
 - e. The RICS Surveyor visit on 14th August was noted - report awaited. Building registry check with solicitor. Take advice to register.
 - f. The potential timetable was noted. The one change was the open day for parishioners, now 7th Oct.

- 14 Aug – Survey
- Aug / Sep – negotiate with Selwyn Hall on lease fee and lease start date (Mon 30th Nov?)
- Mid Sep – open house day for parishioners to understand the reasons for disposal and the new office plan.
- 12 Oct – Strakers brief the Buildings Committee
- 29 Oct – Final Approval from Full Council
- 30 Oct – Deadline to submit for auction
- Mid Nov – 2 x open days for potential bidders.
- 30 Nov. Move office
- 3 Dec. Auction.

5. **Pavilion Heating System.**

- a. The survey by CPLM consultants on 25th August was noted. The Chair and Clerk have produced a pattern of use and user requirements document for the consultant. Resolved to send this user requirement on Fri 21 Aug.
- b. The tender requirement (output from CPLM) and timetable, probably out of committee in early Sep 26.
- c. The next Committee on 12th October 2026 would consider other Pavilion ‘upgrades’ (plant, acoustics, flooring, decoration, AV system etc). This would be timed to inform the Budget 27-28.

6. **Buildings Working Group.** The 3rd BWG would be held on Thursday 17th September at the Pavilion to consider the heating system report and future upgrade requirements for the Pavilion – other users would be invited.

Action: Clerk to invite other users to the 3rd BWG.

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

- a. Bowls refund. Resolved for a rebate of £150.
- b. 2nd Football team to use the Rec pitch – forward to Open Spaces Committee.

8. **Date of next meeting of Committee is Mon 12th October 2026, Pavilion.**

The meeting closed at 9.30pm.

Signed and dated by the Chair.....