

# 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](mailto:mailbox@boxparish.org.uk)  
Website address: [www.boxparishcouncil.gov.uk](http://www.boxparishcouncil.gov.uk)

**4<sup>th</sup> September 2023**

Dear Councillor,

You are summoned to a meeting of the Buildings Management Committee to be held at the Parish Council Offices on Monday 11<sup>th</sup> September 2023 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. Pavilion
  - Hot water tap in lower room men's toilet - these have been replaced
  - Repainting of cills and doors – update
  - Boiler replacement - update Cllr Bean
  - Update on walkway light
  - Update on vandalism on the public toilets and repair work of the changing rooms – quotations for the repainting of the ceiling and replacement of lights
  - Motion sensor tap for disabled toilet - update
  - Electric hand dryers in the toilets - quotations
  - Discussion on a security light by the gate to the Bowls Club

Project updates

  - Pavilion Development Working Party - update
  - Pavilion booking software – update
  - Review of solar installation/monitoring of electricity consumption and generation - update

Future projects

  - Rainwater harvesting - update

Items for discussion

  - Hiring policy – drafting of new policy
4. Council Offices
  - Update on issues raised
5. Jubilee Youth Centre
  - Discussion on issues to be brought forward for consideration
6. Forward Plan and Risk Assessment  
Maintenance Schedule – update issues from items discussed  
PAT testing of items in the Pavilion – this is being arranged

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7. **Tractor shed**  
Update on any issues raised
8. **Budget:** To raise any items to be considered with the budget  
Wall by Selwyn Hall - money to be put into the budget re repairs
9. **Items of Report and Future Agenda items**
10. **Date of next meeting - 13<sup>th</sup> November 2023**