

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

11th July 2023

Dear Councillor,

You are summoned to a meeting of the Pavilion & Buildings Management Committee to be held at the Parish Council Offices on Monday 17th July 2023 commencing at 7.00 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. Election of Vice Chair of Committee**
- 4. Pavilion**
 - Hot water tap in lower room men's toilet is sticking needs replacing
 - Repainting of cills and doors – update
 - Installation of a heat pump - further discussion
 - Update on walkway light
 - Update on vandalism on the public toilets and repair work of the changing rooms
 - Motion sensor tap for disabled toilet
 - Discussion on electric hand dryers in the toilets
 - Discussion on a security light by the gate to the Bowls Club

Project updates

- Discuss development of Pavilion to accommodate Council offices, Charity Trustee status
- Pavilion booking software – further discussion
- Review of solar installation/monitoring of electricity consumption and generation

Future projects

- Boiler replacement
- Rainwater harvesting

Items for discussion

- List of all regular hirers and hiring times – where is this information kept
- Hiring policy - review
- Public toilets – review opening schedule

5. Council Offices

- To discuss any work that needs to be carried out
- Check condition of the drains

6. Wall by Selwyn Hall

- Quotation for the repairs to the wall received from stonemason

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7. **Jubilee Youth Centre**
 - Discussion on issues to be brought forward for consideration
8. **Forward Plan and Risk Assessment**
Maintenance Schedule – update issues from items discussed
PAT testing of items in the Pavilion
9. **Tractor shed**
Proposal that the responsibility for the Tractor Shed be moved to this Committee but the budget codes remain unchanged
10. **Items of Report and Future Agenda items**
11. **Date of next meeting - 18th September 2023**