



BOX PARISH COUNCIL

MINUTES OF AN MEETING OF THE PLAYING FIELDS MANAGEMENT COMMITTEE HELD ON 8th APRIL 2024

1. **Present:** Councillors: B. Walton (Chair); R. Bean;
M. Tye; T. Walton; D. Wright
Mrs Carey (Clerk)
Ms. G. Potts – Box Allotment Group
2. **Apologies:** Cllrs N. Ingledew; H. Parker
Mr K. Derby – Box Bowls Club
3. **Absent:** Nil
4. **Public Question Time:** There were no members of the public present
5. **Declaration of Interests:** There were no declaration of interest relating to items on the Agenda
6. **Minutes:** The Minutes of the Meetings held on 5th February and 12th March were taken as read and signed as a true record

6. **Matters Arising:**

a. **Play Area:**

Box Playground Development Group: There had been a further meeting. It was agreed that the Working Group should proceed with setting up a separate group in order to secure external funding. The group would be called the Box Playground Development Group with its own bank account and Constitution. It was agreed that there should be representation from the Parish Council on the Group.

It is proposed that the Development Group carries out a survey to establish what equipment is preferred so that a specification for the Playground can be drawn up. The Group would then approach both national and local companies to tender for the work.

It was confirmed that the Development Group would require prior approval from the Parish Council before anything was agreed.

It was agreed to ask members of the Development Group to sign up to the Parish Council email system

Under 7s:

It was **recommended** that the Under 7s be known as “the Lower Playground”.

Whilst the equipment would be designed for the younger children it was agreed that it should be more inclusive. A new sign for this would be required.

Thomas the Tank Engine had been removed.

Slide steps – the handrail had gone. It was agreed to monitor this pending the redevelopment of the area.

Grasscrete – health and safety issue: The Councillors had looked at this on the walkround and felt that it was safer than a muddy surface. Clerk to reply informing the correspondent of this and also that the area was to be redeveloped.

b. Allotments:

It was reported that Allotment 9b does not appear to have been worked yet. Clerk to send a reminder asking for signs that this is being worked before the next Committee meeting on 3rd June

There is only currently one person on the waiting list. It was agreed to put an article in the Parish Magazine.

Path retaining work: The work is due to start shortly.

Trees:

T19 Crack Willow: It had been recommended that this tree needs pollarding. If it is left to grow unchecked it could have limbs fail or split off. The tree is not on Parish Council land. It was agreed to contact the landowners notifying them of the advice received. If nothing is done the Parish Council could look at cutting off the limbs that are overhanging the allotments

Ash at bottom corner of allotment: Daniel Part has advised that this be coppiced/pollarded to become part of the hedge. Quote of **£240 + vat** to pollard the group of Ash and Sycamore trees to approximately 1.5m from ground level, to promote a regrowth that could the groundsmen could manage in the future.

T18 Hazel: It was reported that this is a good wildlife amenity and is not casting much shade. It was agreed to leave this.

T14 Ash: The ivy has been removed and the tree is still looking vigorous. Continue to monitor

It was **recommended** that the quotation for work to the Ash tree at the bottom corner of the allotment in the sum of **£240 + vat** be accepted.

More beech whips had been planted to fill the gaps

c. Update on Lovar Garden:

Community Fund update: The work to the path by the picnic bench will be carried out shortly by Ashley Rich.

Pond liner leak: A repair kit and patch had been purchased.

On the walkround it was noticed that there are Spanish bluebells growing on the bank where the buddleia had been removed. The Groundsman had been asked to remove these. **Action: JA/CD**

One of the steps down to the bridge is missing. The Groundsmen to carry out the work. Cllr T. Walton to supply the wood. **Action: TW/JA/CD**

It was reported that more gravel may be need to top up the steps – this would need to be something that would bind in.

Sign for the Lovar Garden – Cllr B. Walton to design this. **Action: BW**

G64 Horse Chestnut: Advice received from Daniel Part to cut the middle chestnut to 3m and below, leaving the stump in situ. It was advised that the other two chestnut trees be left for the time being and to look at these again in 2025/26. The quotation for this work was **£185 + vat**

It is **recommended** that the quotation for the work to the Horse Chestnut tree in the sum of **£185 + vat** be accepted.

d. Trees and Hedges:

T13 Horse Chestnut: It was advised to monitor this tree as it is likely to require summer pruning to carry on its staged management of Phytophthora as the ongoing stems are losing carrying degrees of vitality. The quotation for this work was **£380 + vat**. The work will be undertaken when it best suits the tree.

T9 Lime Tree: No work required immediately. Extend the mulch and monitor

T33 Copper Beech: Work to trim branches from neighbour's wires is not necessary. It was advised that this is left for now

T35 Tulip Tree: It was advised that this is kick thinned at a quotation of **£280 + vat**

T29 Veteran Chestnut: Continue to monitor. Build the dead hedge around the base and install the interpretation board

T46 Norway Maple: It was advised that this be treated as a veteran tree. Continue to allow growth of understory to discourage people from going under the tree. Continue to monitor. No work is necessary at present. It was agreed to look at extending the meadow area around this tree and changing placement of path/mowing path to bench leaving longer grass

T37 Poplar: This tree is OK for now. Wessex Water may need to fell this before their work starts. The logs could be used around the Recreation Ground.

It is **recommended** that the work to the two trees in the sum of **£660 + vat** be accepted.

- e. Mill Lane and Allotment hedge**: Some beech hedging and hawthorn had been planted to fill in the Mill Lane and Allotment hedge. The working party also mulched and planted hazel, dogwood etc.

f. Bowling Green:

The Hire Agreement for use of the Bowling Green between the Bowls Club and the Parish Council had been agreed and signed. The Risk Assessment and Greenkeepers Manual had been received from the Bowls Club.

An invitation had been received for the Parish Council to the Box Bowls Club social evenings from 7pm on 3rd and 10th May.

7. Other items for discussion:

Tennis Courts: The report from the recent meeting of the working group had been circulated. An article will be put in the Parish Magazine.

The goal for fundraising was £50K with the total to date £8595

The working group was looking at branding. An application for match funding was being drawn up to present to the Area Board.

There will be a Revels Pickleball – format to be decided. This would raise awareness and money for the tennis courts.

Other ideas had been a Box Choir Concert; some events for Wimbledon; a calendar; sponsorship display etc.

Cllr Tye to pursue the issue of charging with the Charity Commission.

There is an Officer at Wiltshire Council who may be able to help with funding applications etc.

Forward Plan/Risk Assessment: This will be updated.

Risk Assessment, Health and Safety Policy and details of the chemicals used had been supplied by the Cricket Club. It was agreed to review these and see if anything else needs to be added. There needs to be a separate Risk Assessment from the Cricket Club for using chemicals and a signed sheet with details of when anything is used.

It was suggested that the Parish Council meets with the Cricket Club to go through this.

Asset Management Plan: Cllr Walton was drawing this up

Risk Assessment for Use of Chemicals and Use of Machinery & Equipment: To be added to the next Personnel Committee Agenda

Signs on Recreation Ground: Cllr Parker to put the signs up **Action: HP**

VAT refund re football: It was agreed that the refund in the sum of £177.48 be earmarked in the budget towards the purchase of goalnets/posts

Vine Court working party: To be held on 20th April. The Groundsmen to cut the verge before this.

Annual Parish Meeting: A report and photos to be drawn up

9. Climate Strategy Action Plan – Impact on Playing Fields actions:

It was agreed that a notice should be put on the bin that it is for Parish Council use only and to indicate the location of the public bin. It was also felt that details of what can be put in the bin should be displayed. **Action: HP**

Location of next bin – it was suggested that this could be located next to the Tennis Courts

10. Correspondence:

- a. **Box Cricket Club Festival of Women's Cricket:** Risk Assessment for the event had been received.

11. Items raised on the walkround:

- It was agreed to look at the area outside the Tractor Shed and the possibility of grasscrete to get rid of the muddy area
- New broom/multi tool for the courts - Add to the Personnel Agenda

12. Items of report and future agenda items:

- Area of grass down Valens Terrace by Tennis Courts - discuss planting bulbs and primroses in the Autumn.
- Discuss sewing yellow rattle on the banks in the Autumn
- Updating of name boards in Council Offices
- Clerk to forward a copy of new year's calendar to all representatives who attend the Committee meetings
- State of footpath 2 by railway line - One area needs repairing. To be added to the Highways Agenda

13 Date of next meeting – 3rd June 2024

Chair

Meeting closed at 8.45 pm