

Minutes of the Facilities Committee of Aston Clinton Parish Council, held on
Wednesday 23rd October 2019 at 7.00pm
at Aston Clinton Parish Meeting Room

Present

Cllr Tubb (Acting Chair)
Cllr Ronson
Cllr Wyatt
Cllr Howard
Cllr Mason

In Attendance

Clerk E Barry and S Kenny (recording)

Public: 0

19.073 Apologies: Cllr Read

19.074 Declarations of Interest

There were none

19.075 Minutes of Last Meeting

PROPOSED Cllr Howard SECONDED Cllr Ronson all AGREED and signed by the Chairman

19.076 Public Participation

There was no public participation

19.077 Park and Park Facilities:

- i. Weekly play inspections & actions nothing to add
- ii. Programme of repairs for the park. The assistant clerk presented the programme of repairs. It was agreed to change from the bark to rubber subject to cost. Cllr Wyatt chasing wet pour and suggested closing the play park for a month in order to get the repairs done. It was AGREED February (not half term) to get the works done. The following items were approved at the meeting to be completed; Tony Knibb to paint Rotator spinner, See-Saw and varnish wooden bench. It was also approved to purchase the replacement bench and inclusive swing.

MOTION: to agree quotes and programme of repairs. PROPOSED Cllr Howard, SECONDED Cllr Wyatt all AGREED.

- iii. AWP Floodlights - review of requirement, funds and associated costs – Cllr Wyatt has a quote of £5,500 from Armadillo and agreed they would look at the cost. Cllr Wyatt will obtain a further 2 quotes to replace the floodlights. The Clerk stated that the Committee would need to agree where the funding for the new lights will come from. Cllr Tubb said that Stratford & S106 should be looked at for potential funding.

Cllr Wyatt also reported that the lights in one corner of the pitch are out and they may have to close until this is repaired. The Clerk will ask for a quote from Martin Sharp, 4 x 400w halogen bulbs are required. (Afternote: the lease states that this falls under the football club to maintain and they will be arranging for replacement bulbs)

19.078 Projects & S106

- i. Cricket Club S106 project – update – awaiting M Parsons who has requested a meeting with the Parish Council to help with the S106 application as this will need to be applied for directly from the cricket club.
- ii. LAF transport schemes for 2020/21 – update – until the costings for the feasibility study have been provided by the parish council are unable to move forward. Cllr Mason to chase as costings are needed to set a budget for next financial year.
- iii. Tennis Club S106 project – The Clerk is waiting for the Tennis Club to come back with the required three quotes for this project.
- iv. A Moulique Fountain S106 project – The Clerk suggested getting started on this starting with reviewing the requirement. Cllr Watton will be looking at the need paperwork which has been returned in order to obtain the grant fund with the remainder being paid for out of S106 funds. It was suggested looking at old photos of the fountain to help with the restoration. The Clerk suggested setting up a we have a small project working party.

19.079 Grounds Maintenance

- i. Grounds Maintenance Contract – A proposal had been received from the current contractor for the next three years with an initial uplift to £16410 (an increase from £15700), with an increase in year three of no more than 5%. They had been asked to quote for some additions to include the extra footpath cuts which would take the total to either £17,350 to include 2 extra cuts, or 1 extra cut at £17,090. The possibility of going out to tender was discussed as the current contractor had been in place for 3 years, but the Committee AGREED that as they were happy with their work and their prices, this would not be required.

MOTION: To recommend contract renewal and Quote to Parish Council PROPOSED Cllr Howard, SECONDED Cllr Wyatt all AGREED

- ii. Footpaths and Fountain maintenance 9 x internal footpaths & 2 extra cuts £650
Fountain maintenance is £250

MOTION: To agree quote for extra 'internal' footpath and fountain maintenance PROPOSED Cllr Ronson, SECONDED Cllr Howard all AGREED

19.080 Village

- i. Traffic mitigation proposals 20mph speed zone – agree to zones 2,3 and 4

MOTION: To agree extent of proposed 20mph zone PROPOSED Cllr Ronson, SECONDED Cllr Howard all AGREED

- ii. Highways Devolution Contract Extension – The Clerk reported that BCC were proposing to extend the budget (and therefore the duration) of all existing Devolved Service Agreements for a maximum of two years up until 31st March 2022 and requested whether the Parish Council would like to continue on this basis. She confirmed that the annual payment is in the amount of £5,132 not including the extra VAHT cuts.

MOTION: to agree BCC proposals – PROPOSED Cllr Mason SECONDED Cllr Wyatt AGREED

- iii. ACL7 – footpath maintenance – this is in the budget and the quote received was for £1,830 plus VAT.

MOTION: to agree quote for extra footpath maintenance PROPOSED Cllr Ronson SECONDED Cllr Howard all AGREED

- iv. Proposed update to burials regulation/fees and form

MOTION: to agree updates – was deferred

19.081 Budgets 2020/21 The Clerk ran through the Facilities budgets for this financial year including expenditure to date.

- i. Premises – Split into various buildings and items of general repairs and maintenance. Garage has cracks and righthand door has dropped. It was agreed to keep the budget the same as last year. Electrical contracts and utilities will be assessed. Current budget for cleaner is £40 per month, this may be increased. Also the park keeper budget will need to be looked at and incorporated into salaries as the employment type had changed from contractor to employee.
- ii. Grounds Maintenance is currently made up of annual contract, Ad hoc & paths and lamppost replacement. The annual contract budget would need to be increased in line with the agreed proposal in item 19.079 (i) of this agenda. The Committee felt that the budget for ad hoc and paths should be a for maximum of £11K and lamppost replacement budget should be held.
- iii. Programmes: Play/Village/Community – The Clerk confirmed that this was made up of Play in the Park and Astonbury.
- iv. Street lighting – The Clerk would look at this and base recommendation on likely increases
- v. Bins – Services & Equipment – Annual budget of £2,000 and spend this year was £1,600. Cllr Howard that Enterprise skip hire also do wheelie bins.

19.082 Events

- i. Applications – Football club requested Race Night in 16th November – This was AGREED.

19.083 Date of Next Meeting – Wednesday 20th November

..... Chairman

Date: