



ASTON CLINTON PARISH COUNCIL

Minutes of the **Facilities Committee** meeting
held at 6.30pm on **7th June 2022** at the
Parish Council Office, Aston Clinton Park, HP22 5HL

PRESENT: Cllr D McCall (Chair), Cllr A Goode, Cllr A Judge, Cllr C Judge, Cllr M Mason, Cllr C Read, Cllr L Ronson & Cllr P Wyatt

IN ATTENDANCE: Mrs S Payne (Clerk/RFO) & 1 Member of the Public (present during public session and agenda item F22.14iii only)

F22.01 Questions and Comments from the Public – The member of the public was in attendance to represent the organisers of Astonbury 2022 and would answer any questions the committee had regarding the event.

F22.02 To Receive Apologies for Non-Attendance - None.

F22.03 To Elect a Vice-Chair. It was resolved that Cllr L Ronson be elected Vice-Chair.

F22.04 To Receive Declarations of Interests or Requests for Dispensations - None received.

F22.05 To Approve the Minutes of the Meeting held on 27th April 2022

The minutes of the meeting held on 27th April 2022 were approved as a true and accurate record and were signed by the Chair.

F22.06 To Receive an Update on the Obtaining of Quotes for an ANPR System for the Park

Cllr Read reported that he would arrange for a contractor to visit the site and discuss the scope for an installation. A specification would then be drafted by the committee for consideration by Council.

ACTION: Cllr Read

F22.07 To Consider an Alternative Location for the Approved Memorial Bench in the Park

An alternative site near the side of the meadow football pitch facing the fields was considered. The committee agreed that this position so close to the football pitch would be problematic. It was agreed that the site originally proposed by the start of the trim trail facing the stream would be offered as an alternative:

ACTION: Clerk

F22.08 To Receive an Update on the Installation of the first Two Benches along London Road & Consider the Design and Location of the 3rd Bench.

The first two benches were due at the end of June. The fundraising group would make arrangements for the two sites to be made ready for installation.

It was agreed a third bench would be installed around the newly planted tree at the junction of Stablebridge Road and London Road. The design has to be agreed. **ACTION: Cllr A Judge**

F22.09 To Consider the Provision of a Bike Rail in the Car Park.

Cllr Read reported that hard standing for bike rails at the front and back of the RKP are already in place. Bike stand designs need to be approved. Cllr Ronson would provide design options for consideration.

ACTION: Cllr Ronson

F22.10 To Discuss a Course of Action Regarding Replacing the Missing Bollards Behind the Post Office.

Cllr Read reported that the three cement bollards which have been missing from the end of Beaconsfield Road, behind the Post Office were causing concern as they allowed for easy access to the area behind the Post Office which has encountered an increase in break-ins during this time. It was agreed that the owners of the land be contacted and asked to replace the missing bollards. The PCSO would be copied into this request. **ACTION: Clerk**

F22.11 To Approve the Design of the Molique Fountain Memorial Plaques

The two oak benches for the fountain are due to be delivered later in the week. It was resolved that two brass memorial plaques be purchased at a cost no greater than £50 each to replace the original plaques. The first inscribed: 'to the dear memory of Anna Molique 1838-1924 Lady Battersea' and the other inscribed 'To the dear memory of Anna Molique 1838-1924 The Hon. Mrs Eliot York'

ACTION: Clerk

F22.12 Grounds Maintenance

- i. Cllr Ronson reported that the internal footpaths required further cutting back and some required weedkilling. The Clerk would be provided with the list of internal footpaths and would arrange for the work to be carried out. **ACTION: Clerk/Cllr Ronson**

A meeting with Buckland Landscapes will be arranged to discuss the need to lift the tree canopy of some of the trees within the park.

ACTION: Ground Maintenance WG

- ii. Gardener services for the RKP flower beds and newly planted trees and the fountain area: It was agreed that a gardening works specification be drafted for the maintenance of the flower beds and newly planted trees around the RKP and along the park drive as well as weeding the area around the fountain. Once it has been agreed by the Grounds Maintenance WG quotes would be sought. **ACTION: Clerk**
- iii. Football pitches closed season. Currently the football pitches are not used for 4 weeks during June. The committee considered the need to extend this closed season for the 2022/2023 football season to allow for the pitches to recover and remedial work to be carried out and agreed that the closed period should be extended. It was resolved that given the changes to the football season due to the late World Cup fixtures the closed season for 2022/2023 would be from 5th June until 17th July 2023. **ACTION: Clerk**

F22.13 Sports & Recreation

- i. 2022/2023 football pitch fees: The committee reviewed the fees for the 2022/2023 season taking into account the fees of other similar pitches in the area. It was noted that the pitches were used extensively and the cost of maintaining them had increased. It was resolved to increase the fees by 10% for the 2022/2023 season. **ACTION: Clerk**
The permits would be reviewed at the next meeting of the committee. **ACTION: Clerk**
- ii. Best new allotment: It was resolved to add 'Best Newcomer' to the classification for the annual allotment competition. The winner would receive one year's free tenancy and a shield. **ACTION: Clerk**
- iii. Grow to Give: The Grow to Give scheme donates surplus fresh produce from allotments to local food banks. Two volunteers are needed from among the allotment holders to help co-ordinate collections and a stand would need to be installed to hold the donations. It was resolved that Aston Clinton Allotments take part in the scheme. **ACTION: Clerk**

F22.14 Events & Park Permits

- i. The Queen's Platinum Jubilee Party: Cllr C Judge reported that the party had been a huge success. A letter of thanks would be sent out to all involved. The Council's charity partner for the event, Kirby's Heard, raised £1738.79. A video of the event is being edited and photos would be uploaded to the website. The Events Working Group are organizing a debriefing meeting. It was noted that Community Board funding of £805 had been approved.
- ii. Play Around the Parishes. Two events for children aged up to 11 years old have been organised for Friday 25th July and Friday 19th August 2022 both events will take place between 2pm and 4pm. Posters advertising the event will be displayed on the Council's noticeboards, website and Facebook page. **ACTION: Clerk**

- iii. Astonbury 2022: The Clerk reported that the organisers of Astonbury are unable to obtain a licence from Bucks Council in time for the event on 13th August 2022. The Licensing Officer at Bucks Council has confirmed that an exemption applies when events are organised by local authorities. If the committee agreed to establish a small working group to oversee the management of the event, then the licensing exemption would apply and the event can take place in August. The organisers of Astonbury have been informed of this proposal and agree to this solution.

It was resolved to establish an Astonbury Working Group. Membership would be Cllr McCall, Cllr Mason, the Clerk and Ms L Tubb (co-opted). A meeting would be called immediately and once all the documentation had been reviewed and met with the Council's requirements the Bucks Licensing Officer would be informed that the Council were overseeing the management of the event.

ACTION: Clerk

It was noted that should the organisers of Astonbury require grant funding for the event then a grant application would need to be submitted to either the June or July 2022 Council meetings for consideration as grant funding cannot be given retrospectively. The Clerk confirmed that the organisers had been informed of this timeline.

F22.15 Park Keeper & Park Compound

- i. Garage demolition update: The garage was demolished on 16th & 17th May following the disconnection of power to the building by UKPN. An application for funding towards the new garage had been submitted to the Community Board for consideration.
- ii. Quotes for installation of a concrete slab base for the new garage: Two quotes were considered. **It was resolved to accept the quote from Contractor A, Charlton Design & Build Ltd, to supply and lay a concrete base on top of crushed brick and adding metal mesh reinforcement into the base at a cost of £3,990.**

ACTION: Clerk

F22.16 Red Kite Pavilion & Churchill Hall

- i. RKP blinds: The committee considered a request from the RKP tenant to have blinds installed in both the upstairs and downstairs function rooms for privacy and to control the amount of sunlight entering the rooms, especially during the summer when the rooms became extremely hot. It was agreed that Cllr Mason and Cllr Wyatt would investigate the need further and costings. **ACTION: Cllr Mason/Cllr Wyatt**
- ii. RKP water chlorination/disinfection service: Two quotes were considered. **It was resolved to accept the quote from Contractor B, TWC (Services Ltd), to carry out the RKP's annual water chlorination and disinfection at a cost of £1,214.**

ACTION: Clerk

The meeting closed at 8.20pm

Signed.....Date