



ASTON CLINTON PARISH COUNCIL

Parish Council Office, Aston Clinton Park, London Road HP22 5HL

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Minutes of the **Facilities Committee** meeting
held at 6.30pm on **25th February 2026** at the
Parish Council Office, Aston Clinton Park, HP22 5HL

PRESENT: Cllr D McCall (Chair), Cllr J Hodge, Cllr C Judge, Cllr M Mason, Cllr C Read & Cllr L Ronson

IN ATTENDANCE: Mr H Stephens (Assistant Clerk), 1x Member of Public (Present until F25.57)

F25.56 Public Participation

A resident answered questions regarding a request for a non-resident interment in the burial ground.

F25.57 To Receive Apologies for Non-Attendance None received.

F25.58 To Receive Declarations of Interests or Requests for Dispensation None received.

F25.59 To Approve the Minutes of the Committee Meeting Held on 14th January 2026

The minutes of the meeting held on 14th January 2026 were approved as a true and accurate record and were signed by the Chair.

F25.60 To Review the Outstanding Actions

The committee reviewed and updated the outstanding actions list. It was noted that action F22.21, to ensure all gates onto Aston Clinton Park had the correct licenses in place, had been completed.

F25.61 Grounds Maintenance & Recreation

- i. Park spraying contractor: A concern was raised that more signage would be required by a contractor when spraying weedkiller. The contractor would be asked to review their Method Statement. **ACTION: Clerk**
- ii. 1-year extension for existing grounds maintenance contracts: Due to the upcoming expiration of the 3-year grounds maintenance contracts, it was agreed to approach the current contractors: Buckland Landscapes, Gardens by Gathercole, and Goldleaf Groundcare, with the offer of a 1-year extension upon current agreements. **It was resolved that a 1-year extensions to contracts be granted to Gardens by Gathercole for the cost of £3,480 per annum and to Goldleaf Groundcare for the cost of £6,938.88 per annum.**
It was resolved to accept a 1-year extension of Buckland Landscapes Contract if the quoted price was less than a 7.5% increase of the 2023-2026 agreement yearly cost, when received. **ACTION: Asst. Clerk**
- iii. Play & Equipment Inspections Procedure: The Play & Equipment Inspections Procedure was reviewed with no changes. **ACTION: Asst. Clerk**
- iv. Cableway/zipwire ground condition: Cllr Read reported that the ground beneath the cableway had deteriorated from use during the winter. It was agreed that as this was not an imminent issue, Section 106 funding would be sought for repairs at the next round of consideration.
- v. Bin store lock: A request was received from the tenant of the Red Kite Pavilion for a lock on the gates to the new bin store to deter unauthorised dumping and anti-social behaviour. **It was resolved that an agreement be drafted between the Council and the Red Kite Pavilion Tenant for the supply and installation of a security lock, keys, and associated works, with the total cost to be shared equally between the Council and the Tenant.** **ACTION: Asst.Clerk/Facilities Committee**

- vi. Car park knee-rail extension: A quote was received for replacement of the car park knee-rail located near the All-Weather Pitch. It was agreed that as the current knee-rail had a few years of life left there was no need for a replacement at this time.
- vii. Compound fencing: This matter was deferred as quotes to provide fencing behind the compound were not available for consideration.
- viii. Small car park relining: The committee considered quotes for relining parking bays, pedestrian crossings, and hatched areas in the small car park and entranceway of Aston Clinton Park. **It was resolved to accept Quote 1 from MB Lining for Thermoplastic Relining for the sum of £925.** **ACTION: Cllr Read/Asst.Clerk**
- ix. AC Colts All Weather Pitch door request: A request was received from Aston Clinton Colts, to hold a key for the large double doors of the All-Weather Pitch to avoid damage when transporting goals. It was agreed that a key would be given to the Aston Clinton Colts for the All-Weather Pitch double doors. **ACTION: Asst. Clerk**
- x. Sale of the yellow trolley: The committee received a report stating that the Handle-It yellow trolley purchased in 2020, was unfit for use due to electrical faults and poor usability. **It was resolved to dispose or sell the yellow Handle-It powered trolley, pending inspection and valuation.** **ACTION: Cllr Read**

F25.62 Events

- i. Family Festival fairground rides: The committee received quotes for fairground rides. **It was resolved to approve Quote 1, Tom Smith, at a cost of £3,450.**
- ii. Event in the Park application: The committee received an application for a picnic event at Aston Clinton Park on the 20th June 2026. It was agreed that permission was given for the event to take place. **ACTION: Asst.Clerk**

F25.63 Red Kite Pavilion, Churchill Hall & Compound

- i. RKP Lease: The committee received a report that the lease was near completion. Cllr Mason reported that a meeting date between the RKP Working Group and the Tenant would be confirmed.
- ii. Churchill Hall heating installation update: The committee received a report that two Mitsubishi 7kW wall-mounted air conditioning units had been installed and the contractor would return later in the month to install the protective cages. It was noted that associated electrical works had been carried out at a cost of £837.
- iii. Churchill Hall cavity wall Insulation: The committee received quotes for cavity wall insulation methods to assist with insulating the Churchill Hall. **It was resolved to accept Quote 1 from Mass Foam Systems Ltd for the installation of Thermabead Carbon Saver insulation at the cost of £1500.** **ACTION: Clerk**
- iv. RKP gutters repair: The committee received a report that the Red Kite Pavilion had leaking box gutters due to water being trapped under a pre-existing membrane. It was agreed to defer the matter to wait on additional quotes. **ACTION: Asst.Clerk**

F25.64 It was resolved that under Section 1 of the Public Bodies (Admissions to meetings) Act 1960, the public be excluded from the meeting for the following items of business on the grounds that they include the likely disclosure of exempt information, stated to be confidential.

F25.65 To Consider a Request for a Non-Resident Interment in the Burial Ground

The committee considered a request for the burial of a non-resident. After careful deliberation, the committee concluded that there was insufficient connection to Aston Clinton and so the request was denied. **ACTION: Clerk**

The meeting closed at 8.00pm

Signed.....Date