



# ASTON CLINTON PARISH COUNCIL

Minutes of the **Facilities Committee** meeting  
held at 6.30pm on **2<sup>nd</sup> November 2022** at the  
Parish Council Office, Aston Clinton Park, HP22 5HL

**PRESENT:** Cllr D McCall (Chair), Cllr A Judge, Cllr C Judge, Cllr C Read (from item F22.52 onwards), Cllr L Ronson & Cllr P Wyatt.

**IN ATTENDANCE:** Mr H Stephens (Assistant Clerk)

**F22.43 Public Participation** No Members of Public Present.

**F22.44 To Receive Apologies for Non-Attendance** Received from Cllr Goode & Cllr Mason.

**F22.45 To Receive Declarations of Interests or Requests for Dispensation** None Received.

**F22.46 To Approve the Minutes of the Meeting Held on 25<sup>th</sup> September 2022**

The minutes of the meeting held on 25<sup>th</sup> August 2022 were approved as a true and accurate record and were signed by the Chair. It was noted that the agenda incorrectly stated 25<sup>th</sup> September rather than the correct date the 25<sup>th</sup> August.

**F22.47 To Consider a Quote for the Installation of an ANPR System**

It was agreed that the quote be supported in principle and recommended to Council. A public consultation would need to be conducted and additional budgeting sought.

**ACTION: Clerk**

**F22.48 To Approve the Terms of Reference for the following Working Groups**

**It was resolved to approve the terms of reference for the Events Working Group, Grounds Maintenance Working Group and RKP Working Group.**

The Sports & Recreation Working Group terms of reference would be considered at the next meeting when the responsibilities for allotments would be clarified. **ACTION: Clerk**

**F22.49 To Note that Cllr Wyatt has Resigned as a Member of the Sports & Recreation Working Group and Agree a Replacement Member**

**It was resolved that Cllr Wyatt would rescind his resignation and remain on the Sports & Recreation Working Group.**

**F22.50 To Consider the use of CCTV to Deter Anti-Social Behaviour and Dog Fouling and to Note Charges for the Download of CCTV Footage**

It was agreed that CCTV would be used primarily to deter anti-social behaviour. A system whereby CCTV footage could be accessed internally rather than by a third party would be investigated. **ACTION: Clerk**

**F22.51 To Consider Arrangements to Provide Out of Hours Access to the Park and Relevant Signage**

It was noted that out of hours access to the park would no longer be available. It was agreed that all signage would be updated and would clearly state the park's opening and closing times. **ACTION: Asst. Clerk**

**F22.52 To Consider Arrangements for Recycling Rubbish within the Park**

It was agreed that grant funding for recycling bins be investigated. Quotes would be sought once funding had been identified. **ACTION: Cllrs Ronson/ Cllr A Judge**

### **F22.53 Grounds Maintenance**

- i. Cllr Ronson reported that the contractor had agreed to carry out one cut. This would leave four cuts in reserve. A tree safety survey on a lime tree in the burial ground which was hollow would be organised. **ACTION: Clerk**
- ii. Highway verges: The committee considered a complaint regarding the state of the verges on Stablebridge Road and along London Road near the junction with Stablebridge Road. The Clerk would assess the London Road verges as they were part of the devolved service agreement with Bucks Council. The verges along Stablebridge Road were not included as they were within a 40mph zone and were still managed by Bucks Council these would therefore be reported via FixMyStreet. **ACTION: Clerk**

### **F22.54 Sports & Recreation**

- i. Cllr Ronson reported that the football pitches had been used by the football clubs outside of the permitted times. It was agreed that the Clerk would reaffirm the permitted usage times to the football clubs. **ACTION: Clerk**
- ii. AC Football Club language complaint: It was noted that the football club had been made aware of the incident and would clamp down on bad language.
- iii. Allotment tenancy agreement: **It was resolved that the updated Allotment Tenancy Agreement be adopted.** **ACTION: Clerk**
- iv. Allotment fees for 2024 tenancies: **It was resolved that allotment fees would be increased by £2, to £22 per annum with effect from January 2024**
- v. AWP floodlights: It was noted that one of the AWP floodlights had failed and was being repaired under warranty.

### **F22.55 Events & Park Permits**

- i. A report was received from the Events Working Group which detailed the arrangements for Remembrance Sunday and Santa's Float.
- ii. Remembrance Sunday: It was noted that all invites had been sent
- iii. RKP official opening: It was agreed that the RKP official opening would be rescheduled for Spring/Summer 2023. **ACTION: Events WG**
- iv. Santa's Float: It was agreed that Santa's Float 2022 would be held on the 10<sup>th</sup> and 11<sup>th</sup> of December. The route would begin at the Dayla yard and finish at the RKP on Saturday and would start at Brook Street and finish at The Oak on Sunday. Volunteers would be required to assist with the event. **ACTION: Events WG**
- v. Royal British Legion: It was agreed to allow the Royal British Legion to use the Council's speaker system at their Remembrance Service at the War Memorial on 11<sup>th</sup> November. **ACTION: Asst. Clerk**

### **F22.56 Park Keeper & Park Compound**

- i. Garage racking: Three quotes for racking were considered. **It was resolved to accept the quote from RBUK for 2 freestanding racks at a cost of £359.98.** **ACTION: Asst. Clerk**
- ii. Compound agreement: It was agreed to defer considering the draft agreement for use of the compound by third parties to the next meeting. **ACTION: Clerk**

### **F22.57 Red Kite Pavilion & Churchill Hall**

- i. A report was received from the RKP Working Group. Repairs had been made to the RKP shutter, but repairs to the lights, door seals, paving slabs and amplifier were still outstanding.

- ii. Complaint from a member of the public regarding a health & safety issue at the RKP:

The RKP tenant had been informed of the complaint and had confirmed that staff would be reminded of the requirement to ensure that all fire safety standards are maintained.

- iii. Aston Clinton Football Club: It was agreed by delegated authority to allow the football club to hold a race night event on 22<sup>nd</sup> October 2022 between 7pm and 11pm at the Churchill Hall during which alcohol would be served.

- iv. Aston Clinton Football Club: It was agreed to allow the football club to hold a darts and pool tournament on Saturday 4<sup>th</sup> March 2023 between 7pm and 11pm at the Churchill Hall. during which alcohol would be served.

**ACTION: Clerk**

**F22.58 Burial Ground**

- i. It was agreed to defer a report from the Clerk to the next meeting.

**ACTION: Clerk**

The meeting closed at 8.20pm

Signed.....Date .....