



ASTON CLINTON PARISH COUNCIL

Minutes of the **Facilities Committee** meeting
held at 6.30pm on **31st May 2023** at the
Parish Council Office, Aston Clinton Park, HP22 5HL

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

IN ATTENDANCE: Mrs S Payne (Clerk)

F23.01 Public Participation None received.

F23.02 To Receive Apologies for Non-Attendance None received.

F23.03 To Receive Declarations of Interests or Requests for Dispensation None received.

F23.04 To Approve the Minutes of the Meeting Held on 21st March 2023

The minutes of the meeting held on 21st March 2023 were approved as a true and accurate record and were signed by the Chair.

F23.05 Grounds Maintenance

- i. Repositioning of large stones: Cllr Ronson reported that the large stones currently on the AWP car park boundary would need to be moved to the main park entrance to fill in gaps.
- ii. Update on grounds maintenance contractors: Cllr McCall reported that the new park grounds maintenance contractor had completed four cuts to date which had not been up to standard, even taking into account the current wet conditions. The contractor had been informed in writing of these concerns. The committee agreed that the contractor be asked to attend weekly now the grass was growing so quickly and that the standard of work be reviewed after 2 more cuts. If still not satisfactory the need to terminate the contract would be considered. **ACTION: Grounds Maintenance WG**
- iii. AWP carpark fencing quotes: Quotes would be sought for (a) metal fencing to match compound, (b) all new wooden panels and (c) new and used wooden panels.

ACTION: Cllr Read

- iv. Park View resurfacing: Resurfacing quotes had originally been sought and considered at a 6th June 2018 Council meeting; however as a budget had not been identified and the maintenance agreements had not been signed a contractor was not instructed.

Updated quotes had been sought and were considered. **It was resolved to accept quote 2 of £10,802.74 from Centurian Services for the resurfacing of Park View with recycled road planings. The work would not be instructed until the 6 properties using the road had signed an ongoing maintenance agreement.**

ACTION: Clerk

It was noted that £11,000 had been included in the 2019/20 budget and had not been used and therefore should have been earmarked in the reserves at the end of the 2019/20 financial year.

It was agreed that a meeting be arranged with the property owners to discuss an annual contribution towards future road resurfacing.

ACTION: Clerk

F23.06 Sports & Recreation

- i. Football permits closed period: Cllr Ronson requested that Aston Clinton Football Club and Aston Clinton Colts be reminded of the closed season dates. **ACTION: Clerk**
- ii. Trim trail survey results: The results from the survey which had been created to understand the preferences of residents regarding the renewal of the trim trail and to assist in the Council's decision were considered. 49 responses had been received. It was agreed that costings and visuals be sought for further consideration. **ACTION: Cllr Judge**

It was noted that S106 funding from 15/03786/AOP would be sought and documentation would need to be forwarded to Bucks Council for approval prior to instructing contractors.

ACTION: Clerk/Cllr Judge

- iii. Allotment deposits: A refundable deposit scheme to ensure that allotment tenants left their allotment plots in an acceptable condition at the end of a tenancy was considered. **It was resolved that a refundable deposit set at the amount equivalent to the first year's rent, be established for all new allotment tenants.** **ACTION: Clerk**

F23.07 Events & Park Permits

- i. The King's Coronation event: The figures for the food concessions were reported.
- ii. Annual village event: **It was resolved that an annual village event be held each June.** It was agreed that additional funding for external sources be sought where possible.

ACTION: Events WG

- iii. Fitness Division additional session: A request for an additional session on a Thursday morning at 6.30am was considered. Access to the park would need to be agreed. **It was resolved to approve the request from BG Fitness for an additional Thursday morning session at 6.30am and for a key to the main park gate to be issued.** **ACTION: Clerk**
- iv. LEAP event 6 July 2023: The Clerk reported that LEAP had requested use of the main football pitch during the event. The area would be used for multi-games to be played. The Clerk had informed LEAP that there was a need to rest the pitch prior to the new season and therefore there was concern that the pitch may become damaged. LEAP had offered to pay for any additional maintenance work caused by their use of the pitch. **It was resolved to allow LEAP to use the main football pitch for multi-games during their event on 6th July 2023 as long as only trainers were worn.** **ACTION: Clerk**

Concerns were raised by some committee members as to the safety of other park users during the event. It was noted that LEAP would be providing a risk assessment for the event and would have the necessary public liability insurance in place.

F23.08 Red Kite Pavilion & Churchill Hall

- i. RKP flooring: The RKP flooring had been inspected by the flooring installers and their report stated that the flooring in the main hall was in a very poor condition with lots of patches completely worn off, possibly due to the wrong cleaning chemicals being used. They recommend that the area is completely re-sanded in order to maintain the validity of the warranty at a cost of £4,788. Cllr Read reported that the RKP floor cleaner supplier confirmed that the chemical being used on the floor would not cause the type of patchy damage identified in the report. It was agreed that a response to the installer's report be sent refuting that the damage has been caused by the cleaning products but by a defect in the flooring and that the installers should carry out the restoration work as part of the warranty. **ACTION: Clerk**
- ii. RKP lease: Cllr Mason and Cllr Read would be informing the tenant that Beacon Retail Consulting were acting as the Council's lease negotiators. **ACTION: Cllr Mason/Cllr Read**

The meeting closed at 8.17pm

Signed.....Date