

**Minutes of the Facilities Committee of Aston Clinton Parish Council on
Wednesday 29th July 2020 at 6.30pm
in the Parish Council Virtual Meeting Room**

Present

Cllr Read
Cllr Ronson
Cllr Wyatt
Cllr Howard
Cllr Tubb
Cllr Mason

In attendance

E Barry, Clerk and R Bennett (recording)

RESOLVED: Due to the confidential nature of the business to be transacted, the press and public will be excluded from this meeting, under the Public Bodies (Admission to Meetings) Act 1960, for item 20.38 (v) of the agenda PROPOSED by Cllr Tubb, SECONDED by Cllr Mason and AGREED.

20.34 Apologies

There were none.

20.35 Declarations of Interest

Cllr Howard declared an interest under items 20.38 (vii and xiii).

20.36 Minutes of Last Meeting

PROPOSED by Cllr Ronson, SECONDED by Cllr Howard and AGREED.

20.37 Public Participation

There were none.

20.38 Park and Park Facilities:

i. Weekly play inspections & actions

The last inspection had been carried out by Cllr Read and there were a small number of items to note. It was updated that once the correct signage was in place the play park would be reopened, which planned to be within the next week. It was agreed where the signage would be placed. There were still trimtrail items outstanding, but the cost of these had already been approved up to £2k.

MOTION: to agree any actions & quotes – No reported action required for the play park PROPOSED by Cllr Ronson, SECONDED by Cllr Tubb and AGREED.

ii. Play park opening and programme of repairs

An authorisation form for S106 money had been drafted and the members of the committee agreed the wording. The work would be overseen by Cllr Wyatt. It was agreed that the work would not be started until after the summer holidays. The work had been scheduled for March/April but there had been a hold up with Buckinghamshire Council on signing off of the S106 authorisation for the project.

iii. Café toilets

There had been a request from the café regarding the opening of the toilets. Cllr Tubb updated the committee that government guidance was now clear that public toilets could now open, however there were issues previously with blockages and

also now the added responsibility of an enhanced cleaning regime. The committee discussed the option of having portaloos installed until the community centre was complete. The Clerk updated the committee that the tennis club had also requested a portaloos which would be at their own cost and this was agreed.

The committee discussed the pros and cons for providing portaloos and the possibility of sharing the cost with the Café. It was noted that the cost of the portaloos included emptying and weekly cleaning and that perhaps the café could clean them daily. Cllr Tubb agreed to look into the cost of the loos and would discuss further with the tenant of the café.

iv. Issues with All Weather Pitch

It was highlighted that there were still issues with people climbing over the fence and using the all-weather pitch. A number of culprits had been identified as coming from an academy in Bisham Abbey so the academy had been contacted and a letter had been sent to all parents and the manager of the team had messaged the players. The committee agreed to continue to look into having razor wire around the top of the fencing and the football committee had discussed and would be happy to pay for half of the cost. Cllr Tubb agreed to look into the legality of installing the razor wire.

v. Confidential matter concerning the park

A number of confidential items relating to matters in the park were discussed.

MOTION: to agree a course of action AGREED.

vi. Your Café in the Park

The base rent for the café had been reduced to 25% for June and July and would now be reviewed again for August and September. It was noted that their numbers were up, however there was a low chance the soft play would be open again this year. It was agreed that the base rent for August and September would be 50% and then reviewed again.

MOTION: to agree café base rent for August and September at 50 % PROPOSED by Cllr Tubb, SECONDED by Cllr Ronson and AGREED.

vii. Rents & Permits

The list of rents and permits to be reviewed had been circulated prior to the meeting. The following items were discussed and agreed.

Football Club – was agreed to freeze at £1200

Tennis Club – it was agreed that their rent would be brought in line with the Bowls Club; £50 for the next 5 years increasing to £100 for the following 5. As they had just paid their yearly amount, this increase would be deferred to next year.

Bowls Club – to remain the same.

Burials – to remain the same.

MOTION: To review and agree rents and permits for 20/21 PROPOSED by Cllr Wyatt, SECONDED by Cllr Mason and AGREED.

viii. BG Fitness – update

Sessions were starting again in the park with up to 29 people as per government guidelines. The charge would revert back to £10 per session.

ix. Meeting with the Colts – update

A meeting had been held with the Colts committee and following items discussed:

- Training had taken place in August and the parameters of that were discussed.
- New FA rules allowed up to 30 to train together from August – discussed processes

put in place and had written to all parents.

- Colts Kickers – this was an affiliated group for pre-school children and would be run by one of the Colts coaches, but would be charged for separately with part of the funds being put back into the Colts. It would be 2 sessions per week in the park with numbers to be confirmed. The committee agreed to the request and for a permit to be produced with a £25 admin fee.
- Two more teams would be joining; the parish council administrator would be maintaining a log of all those using the park.

MOTION: to agree permit costs (if any) for the Colts Kickers as above PROPOSED by Cllr Howard, SECONDED by Cllr Wyatt and AGREED.

x. Park use requests

The following park use requests were discussed:

Request	Decision
Group fitness sessions for children in the meadow area.	It was stated that more information was required to make a decision and that if it related to the use of a netball court then they should be directed to the tennis club.

MOTION: To review and agree park use requests

xi. Horticultural society donation of 5 Ulmus 'New Horizon' (resistant Elm) to the park

The committee discussed where the trees would be placed and it was agreed it would be alongside the play park to the east with the 3 dead oak trees being replaced and the 1 oak tree on the north side that was also dying.

MOTION: to agree to one of the 5 being located alongside the other commemorative tree already in the park, to commemorate the work of the NHS with the Coronavirus PROPOSED by Cllr Ronson, SECONDED by Cllr Tubb and AGREED

xii. Commercial Waste

It was noted that the bin men had been having trouble accessing the park outside of opening hours and had requested a key. The key would be signed for and placed in a key safe on site when not in use.

MOTION: to agree to the provision of a barrier key to the Commercial Waste crew PROPOSED by Cllr Howard, SECONDED by Cllr Ronson and AGREED.

xiii. Fruit & Veg Stall

There had been a request for a local fruit and supplier to have a stall behind the temporary accommodation on Wednesdays and Fridays to the end of the summer holidays. The committee discussed that they would have no issue with this as long as they cleaned the area afterwards and as it was a commercial enterprise there would be a small charge; this was agreed at £10 a week plus £25 admin fee for the permit. This would be invoiced as one fee off £85 for the 6 weeks.

It was noted that there was some concern that the flow of traffic would increase and have an impact on parking, however it was thought that most would visit the stall on foot.

MOTION: to consider a request for the use of the park for a fruit and veg stall on Wednesday and Friday 12-5pm to be located next to the temporary changing room

porter cabin PROPOSED by Cllr Mason, SECONDED by Cllr Wyatt and AGREED by majority.

20.39 2020/2021 Budget review

The Clerk updated the committee of the community centre budget potential overspend and the need to review all budgets across the council to ensure there was a complete picture. The committee were asked to look at income budgets, expenditure and budgets for the whole year to ascertain if there were any monies that could be available from other areas to support the potential overspend. The committee went through the budget lines that had been circulated prior to the meeting and following discussion that there was not much room for any adjustments.

In relation to income it was noted that the money that would have been spent on Astonbury and Play in Park was a saving as these had been cancelled. However, income from the café had reduced due to the Pandemic.

20.40 Projects

i. Tennis Club S106 project

The new huts were now in place. The services were yet to be connected and this would be done to tie in with the community centre. Invoices for the project were starting to come in and S106 would be claimed back.

ii. Floodlight S106 project

The paperwork had been completed for the new floodlights. The existing quote still stood, however there was a possibility that four new brackets might be required, if this were the case they would be at a cost of £150 each. S106 money would cover the full cost of the project totaling £11,172.77 and would be overseen by Cllr Wyatt. Other projects ongoing were highlighted as follows: the Community centre build, AV for building, kitchen fitting, CCTV, play park refurbishment, tennis club and landscaping. The Clerk thought it important to take this in to account when looking at scheduling works and resources.

20.41 Grounds Maintenance

i. Weed killing and footpaths

This had not been carried out the previous year and was now required in order to kill off weeds that were overgrowing onto the footpath. All committee members agreed.

20.42 Village

i. Remembrance Sunday – suggestion from the RBL

The event would be organised by the church and the parish council and they hoped to have normal proceedings as much as possible. Cllr Tubb would liaise with S Bottomer and R Weston.

20.43 Events

i. Requests

There are none.

20.44 Date of Next Meeting

There was no date set for the next meeting.