



# ASTON CLINTON PARISH COUNCIL

Minutes of the **Facilities Committee** meeting  
held at 6.30pm on **6<sup>th</sup> December 2023** at the  
Parish Council Office, Aston Clinton Park, HP22 5HL

**PRESENT:** Cllr D McCall (Chair), Cllr C Judge, Cllr C Read, Cllr L Ronson & Cllr P Wyatt (for agenda items F23.49, F23.52ii & F23.53)

**IN ATTENDANCE:** Mrs S Payne (Clerk)

**F23.44 Public Participation** None present.

**F23.45 To Receive Apologies for Non-Attendance** Received from Cllr M Mason.

**F23.46 To Receive Declarations of Interest or Requests for Dispensation** None received.

**F23.47 To Approve the Minutes of the Meeting Held on 8<sup>th</sup> November 2023**

The minutes of the meeting held on 8<sup>th</sup> November 2023 were approved as a true and accurate record and were signed by the Chair.

**F23.48 Grounds Maintenance**

- i. Football pitch condition: Due to recent wet weather it was noted that the football pitches were becoming unplayable. It was agreed that the football clubs be informed that they may be the possibility that the pitches would not be available to play on at the weekend. The Grounds Maintenance Working Group would inspect the condition of the pitches on Friday morning and make a final decision. **ACTION: Grounds Maintenance WG**
- ii. Park grounds maintenance contractor: The Clerk reported that the grounds maintenance contractor had been issued the three months written notice on 30<sup>th</sup> November 2023 and were asked to carry out any outstanding works. The contractor confirmed that the cutting of the rough areas was outstanding. The contract states that arisings were to be removed. Given the current weather conditions this could lead to damage to the park as it would require numerous return runs. It was suggested by the contractor that once there were a few dry days the rough areas be cut and arisings left. The Committee agreed with this proposal. **ACTION: Clerk**
- iii. Tree in front of RKP: It was noted that the gumball tree in front of the RKP was not growing straight. It was agreed that larger stakes be installed either side of the tree to aid straightening. **ACTION: Grounds Maintenance WG**

**F23.49 Sports & Recreation**

AWP additional security fencing quotes: Four types of additional security fencing were considered: rotary spikes, mesh panels on cranked posts, roller barriers and spiked strips. It was agreed that mesh panels on cranked posts would be the preferred choice. One of the quotes was a guide price prior to a site visit. It was agreed that a site visit be organised and final quotes be considered at the next meeting of the committee. **ACTION: Clerk**

**F23.50 Events**

Cllr Judge reported that the arrangements for Santa's float were progressing. It was agreed that the possibility of taking the float as far as Wenwell Close/Bishops Field be explored.

**F23.51 Park Keeper & Compound**

Sale of tractor: The replacement of one of the tractor tyres needs to be organised and checks made to ensure that the engine is running. Once these have been completed the tractor will be listed on eBay. **ACTION: Asst Clerk**

**F23.52 Red Kite Pavilion & Churchill Hall**

- i. RKP fire shutter repair: Cllr Read reported that the contractor had aborted their visit to repair the shutter as the kitchen was being used which raised a health and safety issue. The contractor raised an invoice for an abortive call out charge. The Clerk had spoken with the contractor and disputed the charge as the engineer had not reported directly to the Council that there was a problem on the day and given the Council the opportunity to resolve the issue prior to the decision to abort the visit. The contractor states that they will not reschedule for the works until the abortive charge has been paid. Cllr McCall agreed to speak with the contractors. **ACTION: Cllr McCall**
- ii. YCITP signage: Your Café in the Park wish to replace their existing signage at the entrance to the park. The proofs for the new signage were considered and it was agreed that 'free parking' be removed from the sign. **It was resolved that the new signage be approved with the removal of free parking.** **ACTION: Clerk**

**F23.53 Burial Ground**

Burial records & mapping: The Clerk reported that the burial records database had been completed. Companies would be contacted to quote for digitally mapping the burial ground which would be linked to the database and would provide an accurate map and help predict when the burial ground would be at capacity. **ACTION: Clerk**

The meeting closed at 7.28pm

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