



# ASTON CLINTON PARISH COUNCIL

Minutes of the **Facilities Committee** meeting  
held at 6.30pm on **27<sup>th</sup> September 2023** at the  
Parish Council Office, Aston Clinton Park, HP22 5HL

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

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

**F23.25 Public Participation** None in attendance.

**F23.26 To Receive Apologies for Non-Attendance** Received from Cllr Judge.

**F23.27 To Receive Declarations of Interest or Requests for Dispensation** None received.

**F23.28 To Approve the Minutes of the Meeting Held on 12<sup>th</sup> July 2023**

The minutes of the meeting held on 12<sup>th</sup> July 2023 were approved as a true and accurate record and were signed by the Chair.

**F23.29 Grounds Maintenance**

- i. Update on grounds maintenance contractors: Cllr Ronson reported that the working group had met with the contractors to discuss the cutting of the park's wildflower borders and meadow.
- ii. Tree work: The working group had met to agree which remedial work identified in the tree safety survey report would be undertaken during this autumn/winter period. Additional tree work had been identified and would be added to the schedule for quoting.
- iii. Recycling litter bin: Quotes for a dual recycling/general waste bin to replace the damaged bin near the green shelter were considered. The bin would require a concrete base which was being quoted separately. **It was resolved to accept the quote of £634.75 for a Middlesbrough dual litter& recycling bin from Glasdon UK.** **ACTION: Clerk**
- iv. Footpath ACL/6/2: The section of the footpath from New Road to the junction with ACL/5/3 is used regularly and is currently not included within the current contract. The contractor quoted £150 to bring the footpath up to standard and then an additional £50 per year to the current costs to add the path to the 2024/2025 contract. **It was resolved to add path ACL/6/2 to the footpaths and hedges contract and approve the quote from Goldleaf Groundcare of £150 for a first visit and £50 every year after.** **ACTION: Clerk**
- v. Park entrance barrier: It was noted that the large boulders on the left-hand side of the park entrance have been moved by vehicle owners locked in the park when the gate had been closed at night to enable them to drive through the gap. The number of times this happens has been increasing. A proposal to install a green metal barrier similar to existing barriers around the park was considered. **It was resolved to accept a quote of £146.98 from Barriers Direct for a green metal hooped perimeter barrier with the cost of installation being less than £280.** **ACTION: Clerk**
- vi. Green Park TPO: Tree Preservation Order 23/00016 Green Park was noted which included a woodland, groups of trees as well as individual trees. The order took effect on 10<sup>th</sup> August 2023.
- vii. Metal fence at AWP car park: It was noted that as another fencing panel was required the cost of installation of the metal fencing had increased by £350 to a cost of £3000 rather than the agreed £2650.

### F23.30 Sports & Recreation

- i. Allotments update: Notices to Quit had been served on three allotments. These allotments would be cleared and offered to waiting list applicants.
- ii. Aston Clinton Colts meeting report: The notes of the meeting held between the Colts and members of the Facilities Committee on 30<sup>th</sup> August were noted. At this meeting the issue of parking and treatment of other park permit holders during the 2023 tournament were discussed as was the need for greater communication.
- iii. Aston Clinton Colts 2024 tournament: A request by the Colts to hold a tournament on 29-30 June 2024 could not be considered as a completed event application form had not been received. The request would be considered once a completed form had been submitted.
- iv. Aston Clinton Football Club Pitch Permit Amendment: A request from the football club to change the last day of the closed period on their permit from 14<sup>th</sup> July to 12<sup>th</sup> July 2024 as they had a match on 13<sup>th</sup> July 2024 was considered. **It was resolved to amend the last day of the closed period on the current Football Pitch Permit from 14<sup>th</sup> to 12<sup>th</sup> July 2024.**
- v. Dylan Memorial: Cllr McCall reported that the original proposal to provide a pump track was no longer financially viable due to the increase in the cost of concrete. An alternative proposal of a zip wire, which would provide longevity and best value, was being developed. The committee agreed that the zip wire proposal was acceptable in principle.
- vi. Allotment Waiting List Policy: **It was resolved to adopt the draft Allotment Waiting List Policy.**
- vii. Allotment Enforcement & Appeals Procedure: **It was resolved to adopt the draft Allotment Enforcement & Appeals Procedure.**

### F23.31 Events

- i. October half-term event: The Events Working Group proposed offering free refreshments at an approx. cost of £50 to the children attending the 2-hour Punch & Judy magic show. It was agreed that free refreshments be provided. **ACTION: Events WG**
- ii. Remembrance Service: **It was resolved to make a donation of £50 per wreath.**
- iii. Christmas Tree: The provision of a Christmas tree outside the RKP was approved. Cllr Judge would contact Aston Clinton School to ask if their choir and students would attend the switching on of the Christmas tree lights event. **ACTION: Events WG**
- iv. Santa's Float: **It was resolved that the charities to benefit from the 2023 Santa's float collection would be Rennie Grove Hospice, Chiltern Neuro Centre & Aston Clinton Scouts.**

### F23.32 Red Kite Pavilion & Churchill Hall

- i. RKP: Cllr Read reported that the ground floor fire shutter required a repair as an object had been left in the path of the shutter which had caused damage when the shutter had been automatically activated by the fire alarm. The cost of the repair would be met by Council in this instance. The tenant would be informed that the fire shutters must always be kept clear of obstructions and that the cost of any future repairs caused by an obstruction would be met by tenant.
- ii. Youth Club sound loop system: **It was resolved to approve a request from the Youth Club to install a sound loop system in the Churchill Hall.**

### F23.33 Burial Ground

- i. Updated Burial Ground Regulations: **It was resolved to adopt the updated Burial Ground Regulations.** **ACTION: Clerk**

The meeting closed at 7.31pm

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