

**Minutes of the Facilities Committee of Aston Clinton Parish Council, held on
18th May 2016 at 6.30pm
at Aston Clinton Parish Meeting Room**

Present:

Councillors: -

A Mooney - Chairman

P Wyatt

L Ronson

M Osborn

L Tubb

Clerk: G Merry

Members of the Public: None

16.028 Apologies:

Apologies were received and accepted from Cllrs Comerford, Read and Beaumont

16.029 Declarations of Interest:

There were no declarations of interest

16.030 Election of chair and vice chair

Cllr Tubb NOMINATED Cllr Mooney to remain as committee chair, SECONDED by Cllr Osborn and AGREED. Cllr Mooney NOMINATED Cllr Tubb as vice chair, SECONDED by Cllr Wyatt and AGREED.

The Facilities Committee will now comprise: Cllrs Mooney, Tubb, Comerford, Wyatt, Ronson, and Osborn. Sub-committee chairs were agreed as follows:

- Sports and Recreation Cllr Wyatt (NOMINATED by Cllr Mooney, SECONDED by Cllr Tubb)
- Grounds Maintenance: Cllr Ronson (NOMINATED by Cllr Mooney, SECONDED by Cllr Wyatt)

It was proposed that the Community Centre become a committee in its own right and Cafe/Pavilion matters would fall under Sports and Recreation. Cllr Read will go on the Grounds Maintenance committee and Cllr Osborn will go on Sports and Recreation. Once all committees have met, the clerk will circulate a revised membership list.

16.031 To Approve the Minutes of the Facilities Committee held 20th April 2016.

The minutes were PROPOSED By Cllr Wyatt SECONDED by Cllr Ronson, AGREED and signed.

16.032 Public Participation

There were no items

16.033 Working Plans:

- i. Feedback from working party - The working party had walked around the park the previous day and had concluded as follows: -
 - The majority of work needed is already included in Buckland Landscapes contract
 - The wildflower area will only be cut when the flowers are past their best
 - 3 quotes will be sought for reinstatement of the damaged land on the right of the new path on the southern section.
 - There was a need to reclaim some damaged land near the bowls club where rubble had been dumped. Buckland Landscapes would be asked to quote to get it to the same standard as the meadow pitch.

- The neighbouring farmer had agreed to open up access across his dirt path and clear all rotten debris.
- ii. Rent Reviews: The sub-committees would review these in time to get decisions to feed into next year's budgets. Current rents were reviewed as follows: -
- Bowls Club - £20 a year – no lease agreement in place
 - Youth Club - £20 a year – tenancy agreement being agreed
 - Tennis Club – No rent – no lease agreement in place
 - Allotments - £11 per year – tenancy agreements in place.

Cllr Osborn pointed out the need to include access and diversity issues in any tenancy agreements. The tennis and bowls club would be invited to a meeting to discuss this matter.

- iii. Sub-committee 3 year-plans: A review of financial regulations showed up a need for forward planning and proposals should be submitted before November when budgets are set, as the RFO needs the information for precept planning. This matter must go on sub-committee agendas.

16.034 Sports and Recreation

- i. **Current projects:** the clerk asked for a checklist for the skate ramp provider, as follows: Access routes, removal of spoil, use of damaged ground for access, safety procedures, signage needed, the need to cease work in inclement weather, the matter of re-seeding and making good, revisit and agree the revised plan, check user group requirements, how much of the existing park will not be accessible during the works and what cordoning-off will be done, contact with clerks as project managers. A councillor would also be on site for the first day of any new project.
- Events:** The clerk was receiving an alarming number of requests for events in the park and also discovering events that were being planned without permission. As a short-term interim measure AVDC's Event form was being used. Cllr Tubb offered to draft a form of our own for park events and applicants would be asked to submit these a minimum of 6 weeks in advance. The clerk would arrange for a sign stating "No organised events without prior permission".
- Defibrillators:** Cllr Tubb had submitted the grant completion form and is working with the school caretaker on photos and publicity for both organisations. A press release will be arranged when the park defibrillator is installed.
- ii. **Football:** It was discussed that the Colts had not asked permission to hold their fun-day over 2 days of the weekend. The clerk had circulated details of last year's permit and fees which were now in need of review. It was discussed that the increasingly early start to the season was not allowing the ground to recover in between seasons. However, it was also recognised that the pitches had been damaged by recent groundworks and there would be a need to check this ahead of the Colts funday. Regiment Fitness also damages the meadow pitch which may need to be discussed if the Colts are to use it. Cllr Wyatt agreed to organise a meeting with both football clubs.
- iii. **Youth Club Update:** Cllr Tubb was now on the committee and reported that the renovations had gone well and the building would be ready for the event on May 22nd. The youth club were in the process of replacing some internal fixtures and equipment but still had no access to their current account. They were onto this and were also arranging for DBS checks and training ready for a planned September opening. There had been minor fine-tuning of the

tenancy agreement but this would shortly be signed and monthly meetings were now planned.

- iv. **By-laws:** The by-laws displayed in the Park were not the current ones which were much easier to understand. It had already been decided to limit dogs to no more than 3 off the lead with any one walker. Cllr Tubb would revise and issue accordingly. In-line with the majority of parks, bikes are technically not permitted but there had been an increasing number of bikes as a result of the new path. It would be difficult to prevent the adult and older riders without penalising the young children who are gaining so much from having the pathway. It was decided to monitor the situation for the summer and see how bad a problem it may become, before enforcing the by-laws.
- v. **Anti-Social Behaviour:** There had been an increasing number of incidents, in particular with a group of youths climbing over the fence into Pavilion gardens, shouting and swearing at the residents and disrupting parish council meetings. The police were aware and had already identified some of the culprits and spoken to them and their parents. The PCSOs would also be meeting with the clerk and the CCTV company shortly. It is important that incidents are reported, in order to build up a file. It was agreed that in the autumn the car park lights would be adjusted to go off at 9pm when the park closes. The clerk would also organise a 'NO BALL GAMES' sign for the car park.
- vi. **MUGA Gates:** The quote to replace the gates with self-closing ones was agreed to be far too high at £1700. The clerk would find out if it was possible to install a spring mechanism or possibly dog grids.

16.035 Grounds Maintenance

- i. **Park:** The developer building the houses next to the park had agreed to the requested works in exchange for having their site offices in the car park. The remedial works to the approaches to the wooden bridges had been started.
- ii. **School Clock:** Cllr Tubb had written to Lord Rothschild whose secretary had replied agreeing to fund the repairs to the clock. Cllr Tubb was congratulated on this. There was now a need to co-ordinate with the school who would be having scaffolding for their roof repairs. They are still waiting on a timeframe for this from the county council. The clerk agreed to ask 'Smiths of Derby' if the job can be done using a cherry picker.
- iii. **Wendover Arm Trust:** The parish council used to be members but this had lapsed under the last council. It was agreed to reinstate corporate membership at £25 a year. Members were also interested in attending the fundraising event at Drayton Beauchamp church on Sunday 5th June.
- iv. **Pond:** A working party had devised a way of installing the sign in the middle of the pond, as recommended by Rospa. It was agreed the signs should be equivalent to A1 size with A3 sized signs on the approaching trees, warning of approaching deep water. The clerk would organise the signage.

16.036 Community Centre

- i. **Cafe:** The clerk was still awaiting turnover rent figures and corrected base rent figures from Cllr Comerford, but the Cafe were paying on the dot each month. The matter of evening opening was discussed and the fact that this had not happened despite the tenants originally

agreeing to it. It was agreed that revenue was being lost on these light summer evenings. If the Cafe were not planning on opening in the evenings, there had been an application from a fish and chip van to have a pitch in the car park on Friday evenings but if the Cafe were planning to serve food, this would compete. It was agreed not to give the fish and chip applicant an answer until there had been a chance to discuss further with the Cafe.

16.037 Date of Next Meeting

Wednesday 15th June with the working party walking round on Tuesday 14th (tbc).

The meeting closed at 8.35pm

..... Chairman Date: