

Minutes of the Facilities Committee of Aston Clinton Parish Council, held on
15th June 2016 at 6.30pm
at Aston Clinton Parish Meeting Room

Present:

Councillors: -

A Mooney - Chairman

T Comerford

M Osborn

P Wyatt

L Tubb

L Ronson

Clerk: G Merry

2 members of the public

16.038 Apologies:

There were no apologies

16.039 Declarations of Interest:

Cllr Ronson declared an interest in 16.043 iv, and Cllr Osborn declared an interest in 16.044 iii.

16.040 To Approve the Minutes of the Facilities Committee held 18th May 2016.

The minutes were agreed and signed.

16.041 Public Participation

There were no items

16.042 Work Plans

- i Feedback from working party: It was agreed that the Park walk-round will now precede Grounds Maintenance meetings. The 4 replacement oak trees would not be planted until the Autumn.
- ii Rent Reviews: It had previously been thought that the tennis club did not pay rent. However, the Club had a new treasurer who had written stating that they owed 3 years' back rent at £12 per year. This was discussed and it was agreed that a more realistic rent should be negotiated which at least covers costs such as the cost of insuring the tennis club, strimming the fence area etc. This would also apply to the Bowls Club, neither of which have an agreement with the P.C. It was agreed that there must now be proper tenancy agreements put in place. The clerk agreed to arrange meetings with both clubs but in the meantime, the tennis club would be asked to pay the backdated rent.
- iii 3-year Plans: These were a work in progress with all 3 sub-committees due to meet and formulate plans in the coming weeks.

16.043 Sports and Recreation

i **Updates:**

Skate park: Work on the new ramp was due to begin 20/6, although the contractor had been uncommunicative it was felt that the project was now back on track.

Picnic Sites: Disappointment with the quality of the work had led to a request for a reduction in the invoice. The contractor had offered to knock off the cost of one picnic table/installation. It was agreed to accept this offer as the tables were now of an acceptable standard. The clerk stated that she intended to move to a formal ordering system with Ts & Cs built-in and Cllr Tubb agreed to work with the Clerk on this. Cllr Osborn pointed out that the contractor's own Ts & Cs stated that work would be of a certain quality and that this must be monitored in future projects. It was agreed that the wheelchair accessible table would stay where it was.

Play Park: the supplier had taken away the faulty bucket swing for a third time and had offered an alternative, with the additional option of a second boat swing. It was agreed to discuss the options with the mum of the wheelchair-using boy who had helped initiate the project. Until the project was complete and had passed an inspection, the funding could not be claimed and therefore the contractor's invoice could not be paid.

Defibrillator: The park unit would be installed on 20/6. The clerk reminded members that the PC was to pay for the Park one and its installation. The funding for the school one had now come through. It was agreed to work on some P.R. once both are installed and working.

- ii Football: The Colts were supposed to have supplied their pitch requirements for the forthcoming season, along with dates and details for the Fun Day. These had not been received and had missed the deadline of 13/6. It was necessary to issue the annual permit and decide on the fees. No reply had been received from ACFC either re. their requirements nor when they would be installing the new dug-outs. The bottom pitch needed re-seeding at the goal mouth and in the centre due to over-use, with the top pitch being unavailable last Spring. It was agreed that the permit fee needs only to cover the cost of maintenance, and there would be no increase.

MOTION: to agree that football permit fees will remain the same this year at £1900 for the Colts and £1100 for ACFC.

The clerk agreed to chase Cala Homes again for them to remove the football containers into the compound.

- iii By-Laws: Cllr Tubb was working on the revised wording re. maximum no. of dogs. When ready and agreed by council, the clerk would organise new signage, possibly re-siting these into more prominent positions.
- iv Allotments: The user-group had met with Cllr Mooney and the Clerk, and agreed what fencing they required. 2 users had worked together to produce a draft design and then a second. These had been presented and they had requested to meet with the P.C. Cllr Read had also presented a design. It was important to combine what the group wanted with what was practical in the park, without affecting other park users. The main reason for the fencing would be to keep dogs etc. off the plots and deter thieving and vandalism. The plans were discussed, however it was decided to form a working party of the 2 allotment representatives, Cllrs Mooney and Read to meet with a view to coming to an agreement.
- v Bowls Club Drains: the Bowls Club drains had become blocked on a number of occasions with water backing-up alarmingly. They had written to the clerk requesting the PC have the matter looked-into, as they believed the drainage flowed from the café, up towards the bowls club and that the café waste contained baby wipes etc. which were the cause of the blockage. Both the original installer of the drains and the current drain contractor had indicated that this was unlikely, as water does not flow uphill. There followed discussion as to who has responsibility for this, since there is no agreement in place between the PC and the Bowls Club.

MOTION: To agree a response to the Bowls Club - It was AGREED that the PC would arrange for their contractor to do a camera test to understand the nature of the problem.

A meeting needed to be held with the Bowls Club but in the meantime, the clerk would write to all park users/tenants to put up signs in their toilets that nothing but toilet paper to be put down the lavatories.

16. 044 Grounds Maintenance

- i Report from G.M. committee and expenditure. The clerk circulated the budget for the year with expenditure to-date.
- ii BCC Interpretation Boards: Although originally agreed that these would go by the new area itself, the PC had previously agreed to site these in the Spinney. The BCC officer had expressed disappointment as she felt the boards were educational and should go next to what they were showing. This was discussed and it was agreed to reverse this decision, as it was important to have the boards close by for them to have any educational value. The assistant clerk agreed to convey this to the officer. BCC would be holding a P.R. event on 6/7 to publicise the site, with refreshments, in the café.
- iii Pond Update: The signs had arrived and Cllr Comerford had devised a way of installing them in the pond. 3 quotes had been received for removal of the tree(s) growing horizontally into the pond, as detailed in the Rospa report. It was debated which contractor to use and whether to remove just the laurel or the ash as well, with the following outcome:

MOTION: To agree to remove the second tree – there was an equal split of 3/3. The chairman’s casting vote was in favour of removing both trees and the motion was therefore AGREED. The contractor quoting at £200 to remove both trees was AGREED.

- iv Repairs to Damaged Ground: The clerk asked for clearer instructions re. the repair work needed to the ground to the right of the new path, as the contractors were not clear what square meterage was involved. It was also agreed to get quotes for repairing the damaged ‘track’ from the Café/car park down to the skate park. It was agreed that the contractor would be invited back and Cllrs Mooney and Ronson will view the site with him. Cllr Wyatt was disappointed with the work to repair the corner of the top pitch and will ask the football clubs if marking-out will be possible.

16.045 Community Centre

- i Café in the Park: Cllr Tubb and the clerk had held a meeting with the café as there had been an increase in requests for events. An event application process had been implemented. The café would also be opening on Friday evenings starting 24/6 for drinks and food.
- ii Events: Cllr Tubb was currently managing events and overseeing the pre-event application process. The Colts had not yet submitted pre-event information for the Fun Day, without which they would not be permitted to hold the event. For weddings, parties etc. spilling out onto the park, a checklist would be required stating who is responsible for the event: clearing up, security, parking, noise nuisance etc. and this must be signed. The café had agreed that no glass would be used for these events. The school would be having their leaver’s BBQ as usual in the park but had not yet returned their pre-event checklist.
- iii Community Centre: The new committee would keep the same membership as the old sub-committee. Cllr Tubb had circulated the Terms of Reference with a view to adopting these at the next PC. Funding sources for the new building were still being researched.

16.046 The next meeting is set for Wednesday 13th July at 6.30pm

The meeting closed at 8.05pm

..... Chairman

Date: