Minutes of the Facilities Committee of Aston Clinton Parish Council, held on Wednesday 25th September 2019 at 7.30pm

at Aston Clinton Parish Meeting Room

**Present**

Cllr Read (Chairman)

Cllr Ronson

Cllr Tubb

Cllr Wyatt

Cllr Howard

**In Attendance**

Clerk E Barry and R Bennett (recording) Public: 0

## Apologies

## Apologies had been received from Cllr Mason.

* 1. **Declarations of Interest**

There were none.

* 1. **Minutes of Last Meeting**

Proposed by Cllr Howard, seconded by Cllr Wyatt, AGREED and signed by the Chairman.

* 1. **Public Participation**

There were none.

* 1. **Park and Play Facilities:**
		1. **Weekly play inspections & actions**

Inspections had been completed on 23 September 2019. Cllr Judge continued to carry them out. There were welding repairs required to the witches’ hat. It was agreed that all the outstanding works would be discussed at the sub meeting on 3 October and a schedule of works would be drawn up, bundling items where possible. Cllr Read added the bin base required to the inspections list.

The committee discussed the bins still in the compound to be used and it was agreed that this would be passed to the new park keeper to do once he had settled in.

* + 1. **Programme of repairs for the park**

This would be deferred to the Park and Play sub meeting.

## Projects & S106

* + 1. **Cricket Club S106 project**

The club now had to complete the application form, place the order and make any up-front costs. The paperwork would then be returned to the Parish Council for sign off before sending onto AVDC to receive the funds. The committee discussed the issue of upfront money being required from the cricket club that they may not have and it was suggested that they were to make the suppliers aware it was S106 money and outline the payment terms. The clerk agreed to forward on the application form to the cricket club.

* + 1. **LAF transport schemes for 2020/21**

Three forms had been completed at the recent Wendover LAF meeting and submitted by hand. Copies of the forms would be obtained and passed on to the Clerk for her records.

* + 1. **Tennis Club S106 project**

A quote for the works was still outstanding as there was an issue securing a contractor that could carry out the drainage works required. It was suggested that the Parish Council’s preferred contractor Sandy’s Plumbing be approached to provide a quote. The clerk agreed to email the tennis club with contact details. The project needed to move forward as part of overall S106 money.

## Grounds Maintenance

* + 1. Park grounds maintenance contract

There had still been no reply and was still with Frank Coopers and Sons. The committee discussed the devolved services that were picked up by Aylesbury Town Council and if there was a need they could also be asked to quote for grounds maintenance works too. Cllr Tubb confirmed that if they did need to get a new supplier this would have to go out to tender as everything over £25k had to be submitted via the government portal. The clerk in the meantime would approach ATC to see what they would be able to quote for if necessary.

## Village

* + 1. **Devolved Services Contract** - Aston Clinton Parish Council: Vale of Aylesbury Housing Trust and grass cutting.

The clerk updated the committee BCC were offering £388.77 per annum to take over the VAHT grass cutting, Vale of Aylesbury Housing Trust had stopped doing the cut and Buckinghamshire County Council had offered the Parish Council the money to take it on. Deadline for a decision was 2 October 2019. The Committee felt that this would not be enough to cover it but AGREED that they had no choice as it would not be cut otherwise.

**MOTION:** to agree BCC proposals was PROPOSED by Cllr Tubb, SECONDED by Cllr Howard and AGREED.

The Clerk would report back to BCC and let Aylesbury Town Council know also.

* + 1. **Installation of Bus shelter bench**

Cllr Read and Cllr Wyatt agreed to install.

* + 1. **Cala Homes Weston Road development**

There had been a request to take on the LEAP areas. The committee did not agree as per the policy not to adopt play areas in new developments.

* + 1. **Proposed update to burials regulation/fees and form**

Cllr Tubb updated the committee that the item would be deferred to the next meeting. Cllr Tubb had produced a document of legal obligations and the process to follow but an internal meeting needed to be held first to run through it. Cllr Tubb also confirmed that the Parish Council were the responsible body for health and safety at the church and had to ensure disabled access and accommodate any requests from all sectors of the community. There would be a meeting to discuss held on 10 October 2019.

**MOTION**: to agree updates, was deferred.

* + 1. **Park keeper update**

The Clerk reported that the new Park Keeper had started on Monday 23 September and had settled in well. Additional jobs would be added in once he had settled in and it was AGREED that all requests for work would go via the clerk. Cllr Tubb ran through his hours of works.

## Events

* + 1. **Applications**

None had been received.

Claire Walker had emailed some dates for the Scout’s events and the committee agreed to these as long as they did not use the main pitch.

The committee were updated that the Christmas Float had been booked for 22 December 2019.

## Date of Next Meeting

Wed 23 October 2019. 7pm

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