



## ASTON CLINTON PARISH COUNCIL

Minutes of the **Facilities Committee** meeting  
held at 6.30pm on **23<sup>rd</sup> November 2021** at the  
Parish Council Office, Aston Clinton Park, HP22 5HL

**PRESENT:** Cllr D McCall (Chair), Cllr A Goode, Cllr J Hughes, Cllr M Mason, Cllr C Read, Cllr L Ronson & Cllr P Wyatt

**IN ATTENDANCE:** Mrs S Payne (Clerk/RFO) and 1 member of the public.

**F21.36 To Receive Apologies for Non-Attendance** Received from Cllr A Judge & Cllr C Judge.

**F21.37 To Receive Declaration of Interests or Request for Dispensations** None declared.

**F21.38 To Approve the Minutes of the Meeting held on 21<sup>st</sup> September 2021**

The minutes of the meeting held on 21<sup>st</sup> September 2021 were approved as a true and accurate record and were signed by the Chair.

**F21.39 Questions and Comments from the Public**

A resident reported that a group, who are keen to take on horticultural and wildlife projects within Aston Clinton for the benefit of the community, had been formed. The group plan to have their first meeting in the New Year. Cllr Wyatt suggested that the entrances to the village could be considered and not just the village centre.

Member of the public left the meeting.

**F21.40 It was resolved to rescind Resolution F21.28 from 21<sup>st</sup> September 2021 Facilities Committee Meeting to establish a Grounds Maintenance Sub-Committee, a Sports & Recreation Sub-Committee and an Events Sub-Committee. In accordance with Standing Order 7(a) the Clerk having received a motion signed by two Councillors.**

**F21.41 To Consider Establishing Three Working Groups and Agree their Terms of Reference and Membership**

**It was resolved that the following Working Groups and membership be established:**

Grounds Maintenance: Cllr McCall, Cllr Read, Cllr Ronson & Mr K Loxley.

Sports & Recreation: Cllr C Judge, Cllr Ronson & Cllr Wyatt.

Events: Cllr Goode, Cllr Hughes, Cllr C Judge, Cllr Mason & Cllr McCall

The working group terms of reference would be agreed at the next meeting. **ACTION: Clerk**

**F21.42 To Consider the Principle of Charging for Parking at the Park**

As the park is a popular destination the number of visitors from outside the parish has been steadily increasing. This increase in footfall results in an acceleration in the deterioration of equipment, and an increase in maintenance costs. An ANPR system would enable non-residents to be charged to use the car park and the income generated could be reinvested in the park. There would also no longer be a need to open and close the gate manually. It was agreed that quotes be sought, and a proposal presented to Council for their consideration. **ACTION: Cllr Read**

**F21.43 To Consider Relocating the Memorial Bench at the Fountain to the Park**

It was agreed that the memorial bench currently at the fountain be moved to the park. The bench memorial plaque could be fixed to the new fountain bench. **ACTION: Cllr C Judge**

**F21.44 Grounds Maintenance**

- i. The contractor has been asked to use a higher cutting setting when cutting the football pitches. The repairs to the footpaths have commenced. The removal of ivy from headstones in the burial ground has been delayed.

It was noted that overhanging shrubs were obstructing the park path along the boundary with Pavilion Gardens. Requests to cut back the shrubs would be sent. **ACTION: Clerk**

- ii. A request from the Horticultural Society to plant two oak saplings in the park to celebrate the Queens Platinum Jubilee was considered. Following discussion on suitable locations within the park it was agreed that the ideal location would be on the junction of Stablebridge Road and London Road to replace the recently fallen tree. Permission from the landowner will be sought. **ACTION: Clerk**

- iii. Tree Safety Survey. It was agreed that a tree safety survey of the trees within the park and burial ground be conducted immediately. **ACTION: Clerk**

#### **F21.45 Sports & Recreation**

- i. Meetings have been arranged with both ACFC and the Colts to discuss the use of the pitches and changing rooms.  
The condition of the pitches will be monitored and if necessary, matches will be cancelled.

#### **F21.46 Allotments**

- i. **It was resolved to adopt the updated Allotment Tenancy Agreement.**
- ii. **It was resolved that the allotment rent for 2022 remain at £20 per plot.**
- iii. Allotment Reviews: The recent allotment review conducted on 12<sup>th</sup> October 2021 was noted.

#### **F21.47 Park Permits & Events**

- i. Bucks Council's Play Around the Parish: It was agreed that two 2-hour sessions with sports be booked at a cost of £475 each. One at the beginning of the school holidays suggested date was 25<sup>th</sup> July and the second at the end of the holidays suggested date was 22<sup>nd</sup> August. **ACTION: Clerk**
- ii. Santa's Float Update [19 Dec 21]: An update had been circulated to the committee prior to the meeting. The uniformed groups will be asked to provide copies of their risk assessments and public liability insurance as well as the estimated number of children who will be attending. **ACTION: Clerk**
- iii. Official RKP Opening: It was agreed that the official opening should take place in early 2022. It was noted that a condition of the grant funding was that there would be an acknowledgement of the funding. A list of who could officially opening the RKP would be presented to Council for consideration. **ACTION: Events WG**
- iv. Queen's Platinum Jubilee [2-5 June 22] The possibility of arranging a fly-by would be investigated. **ACTION: Clerk**

#### **F21.48 Red Kite Pavilion**

- i. Lift Maintenance: Two quotes were considered. **It was resolved to accept the Gartec Ltd quote of £469.30 for their Bronze Plus maintenance agreement.** **ACTION: Clerk**
- ii. It was agreed that maintenance agreement quotes for all areas identified in the building contractor's service and testing schedule be sought. **ACTION: Cllr Hughes/Cllr Read/Clerk**

**F21.49 To Receive and Update on the Churchyard.** – There was nothing to report.

**F21.50 To Agree a Date for the Next Meeting.** It was agreed that the next committee meeting will take place in January 2022.

The meeting closed at 8.20pm

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