

Minutes of the Facilities Committee of Aston Clinton Parish Council held on  
22nd August 2018 at 7.00pm  
at Aston Clinton Parish Meeting Room

Present:

Councillors: -

C Read

L Ronson

M Mason

P Wyatt

S Howard

Clerks: G Merry

Members of the Public: 0

**18.053 Apologies:**

Apologies were received and accepted from Cllr Tubb.

**18.054 Declarations of Interest:**

There were no declarations

**18.055 To Approve the Minutes of the Facilities Committee held 19th June 2018.**

The minutes were PROPOSED by Cllr Ronson, SECONDED by Cllr Howard, AGREED and SIGNED.

**18.056 Public Participation:** There were no items

**18.057 Ongoing Projects**

i **Updates: -**

**Bus Shelter:** Cllr Read had obtained the correct permits from BCC for the work to take place on 28/8/18. However, the start date convenient to the contractors would be 30/8/18 and Cllr Read was awaiting BCC's confirmation that this was acceptable.

**Oak Trees:** One of the new oak trees had died but the clerk had circulated the contractor's Terms and Conditions which stated the tree should have been regularly watered. This had not happened consistently enough, and it was decided not to pursue the matter, however, disappointment was expressed, given that at the time of planting it had rained for several weeks.

**Wenwell Close:** There had been no progress yet on discovering the source of the encroaching ivy. Cllr Read agreed to visit and try to find and speak to the resident concerned.

ii **Park View:** The only further feedback received from the residents had been from the West Lodge Hotel owners, who felt that surfacing the road may encourage speeding. The clerk pointed out that there was still no budget for this work as no S106 was currently available. She also reminded the committee that this is a good time to put forward projects for inclusion in next year's budget. It was agreed to recommend putting the cost of the surfacing into next year's budget at £11,000.

iii **Park Bins:** 3 park bins needed to be replaced. However, since carrying forward the budget of £600 it was apparent this would not cover the cost. The clerk showed various options and it was agreed to install steel bins, similar to the one at the Upper Icknield layby. It was suggested and agreed to order 5 bins and request a discount to around £1100 plus installation. It was also agreed to ask the welder to fabricate new bases for the existing blue bins, some of which were rusted-through.

**MOTION:** to agree the specification and budget for new park bins, as detailed above PROPOSED by Cllr Ronson SECONDED by Cllr Mason and AGREED.

#### 18.058 Grounds Maintenance:

- i **Update from Contractor Meeting:** Cllr Ronson reported on her catch-up meeting with the ground's contractor and stated that he had carried out all work requested. However, he had once again hit a football pitch ground socket with the mower, although this time the damage was minimal. The matter of grounds sockets needing to be flush to the ground was discussed. It was agreed the clerk would write to the football club requesting the sockets be reinstated and must be locked down with an Allen key every time. Cllr Howard also agreed to speak to the club and the clerk agreed to suggest the contractor is also vigilant when mowing. Cllr Ronson agreed to check the ground to determine which sockets are not in enough.
- ii **Dog Bin Requests:** The clerk had received 2 more requests for dog bins. Although there are 3 spare bins in the compound, there still remains the issue of AVDC not having the capacity to carry out the emptying and cleansing. It was agreed that with a growing population the village should have a few more and the clerk agreed to find out the situation with AVDC. She would also approach other local Parish Councils to determine if any were interested in sharing a private contract. Cllr Read agreed to find out whether this was also something the management company could organise themselves, for the Estone Grange (Chapel Drive) development.
- iii **Dog Training Request:** The clerk had received an application from a dog search and rescue organisation, for permission to train dogs in the park approx. 4 times a year. It was agreed their approach was extremely professional and responsible and it was agreed to allow the request.
- iv **Clothing Bin Request:** A request had been received for a clothing bank in the Park which would pay the PC a very small percentage of the income. It was discussed and agreed that this and any similar requests would be turned down.

#### 18.059 Sports and Recreation:

- i **Play Inspection report – Actions:** The clerk stated she is struggling to find specialist play repair companies who will commit to carrying out repair work and it was agreed Cllrs or local handymen could do some of the smaller repairs. The clerk circulated a spreadsheet of current problems needing to be resolved and expressed concern that with the increased popularity of the play park, there were extra amounts of damage and wear & tear. Each item was discussed and the following agreed: -
  - The clerk to ask the inspector if he still has a contact who carries out play park repairs. If so, he would be asked to attend the park regularly to carry out repairs.
  - Issues with the fence and gates – to wait until the wetter weather causes the ground to swell and the fence to re-seat itself, then re-assess. This included the issue of missing bolts, and the matter would be kept on the agenda.
  - Green benches – to be spray painted with Hammarite
  - Erosion under benches – cllrs will install type 1 themselves (cllr Read and Mr Ronson)
  - Repair and Replacement of Sleepers: one quote had been received and was discussed. It was agreed to wait for the second quote
  - Graffiti on skate ramp: to be spray painted in black
  - Graffiti on youth shelter – Cllr Mason will check this
  - Play Park gate still not closing: it was agreed to ask the welder to elongate the hole again
  - Trim Trail: the various items from the report were discussed, along with the supplier's quote for their repair. It was agreed that with increasing park usage, regular maintenance needed to be carried out and costed-in. It was agreed the clerk would go back to the company and request a discount to £1400, however in principle the work was needed.

- A-frame climber: The rope netting had worn to the extent that the steel inner was coming through and had been taped-up. It was agreed that as several repairs had been carried out on this piece of equipment already. The clerk should obtain a quote for a replacement.
- Harness for disabled swing: Cllr Read or Wyatt would re-install this.

**MOTION:** to agree the quote for the Trim Trail repairs, agreed as presented but discount to be requested PROPOSED by Cllr Howard SECONDED by Cllr Mason and AGREED,

**MOTION:** to agree the quote for the play park fence - agreed in principle but would be re-assessed after the ground had re-settled PROPOSED by Cllr Read SECONDED by Cllr Wyatt and AGREED.

- ii **Sign for Park Rules:** The clerk suggested having one park rules sign rather than several small ones and showed an example (appended). This was agreed but there was some discussion as to whether cycling should also be banned. The clerk suggested this was too severe, as the park is full of cyclists every day. Despite it being stated in the by-laws that it is prohibited, the ban has never been enforced and cycling is very popular with youngsters in the park. It was felt however that it should be stated as banned, though not necessarily enforced, to lessen the risk of potential injuries from increased cycle usage. It was agreed to recommend the signage to full council and to have 4 in total at various points in the Park which were also discussed.
- iii **CCTV camera:** The current camera goes out of focus approx. once a month and at these times, there is no footage available. Bucks CCTV had offered a replacement at the discounted price of £900. It was agreed that the clerk would put cllr Mason in touch with Buck's CCTV to look more closely at the spec. It was also agreed to review CCTV in the park comprehensively when the new community centre is built.

#### 18.060 Churchyard

- i **Update:** The clerk and Cllr Ronson had been going through burial records and had discovered that this parish council has never issued correct Deeds for Exclusive Rights of Burial. A system has been in place whereby the next of kin has signed stating they are entitled to the EROB. The clerk had obtained advice from the Institute of Cemeteries and Crematorium management and from the Cemetery and Burials Officer at Aylesbury Town Council. The advice was to leave previous arrangements to stand but going forward, correct deeds would be issued, and this was agreed. The clerk circulated examples of what other burial authorities are charging for the transfer of EROB, ranging from approx. £60-£80 and £60 was agreed. She also reported increasing requests for the burial of ashes into existing graves and what other authorities charge for this. However, it was reported that an informal arrangement appears to be in place at St. Michaels, where a local resident digs the hole and is paid directly, presumably by the families. It was agreed to investigate this situation further and keep the matter on the agenda.

**MOTION:** to agree the fee for the transfer of Exclusive Rights of Burial at £60 PROPOSED by Cllr Ronson SECONDED by Cllr Howard and AGREED. The MOTION to agree a fee for interment of ashes into an existing grave was DEFERRED.

- ii **Headstones – Old Section:** The matter of leaning headstones in the closed section was discussed, and it was agreed that Cllr Howard would assess which, if any stones needed to be laid down. It was also agreed that the contractor could dig out any trees/roots growing through the older graves but must not use any chemicals and must replace any dug soil.





# **Aston Clinton Park**

- No dog fouling
- No events to be held without prior permission from the Parish Council
- No Barbecues without prior permission from the Parish Council
- No drones
- No driving across the Park in any motorised vehicle
- No overnight parking or camping

The park exists for all to enjoy in co-operation with each other. Abusive or anti-social and vandalism will be reported to the police.

CCTV is in operation.

Aston Clinton Parish Council  
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