

HUGHENDEN PARISH COUNCIL – SERVICES COMMITTEE

Minutes of the meeting of the **SERVICES COMMITTEE** held in the Council Offices
on Tuesday 18th December 2007 commencing at 8pm

UNCONFIRMED

Present:

Cllr D L Davies (Chairman)	Cllr H L McCarthy
Cllr P H Crawshaw	Cllr J E Rogers
Cllr M E Ewart	Cllr L J Smith
Cllr I N Guy	Cllr J A Whitehouse
Cllr D G Jarman	Clerk: Mrs L M Turner
Cllr A M Konieczny	

There were no members of the public present.

1. **Apologies for Absence.** Cllr O'Malley & Mrs Marsden.
2. **Declarations of Interest in Items on the Agenda.** None.
3. **Minutes of the previous meeting held on Tuesday 25th September 2007.**
07S57 – These minutes were **RESOLVED** as a true record of that meeting and duly signed by the Chairman.
4. **Matters Arising.**
07S58 – 07S50 - Cllr Guy updated members regarding Widmer fields, in that they have been withdrawn from sale and a planning application for sports pitches has been submitted to Wycombe District Council. This has been objected to by the Parish Council and the Residents Association and will be determined by WDC during January. Cllr McCarthy gave some information to members of the process for the planning application. This was **NOTED**.
07S59 – 07S54 – Cllr McCarthy asked if there was anything further on the damaged trees in Cockshoot Wood and Cllr Rogers informed him that he and Cllr Davies had been on a site visit and formed an opinion but had not yet met with the Police to discuss the situation further.
5. **Items regarding Garden of Rest.**
07S60 – Consideration of removal/reduction of ash tree at corner boundary. Cllr Davies presented photos of the area for clarity and there was some discussion about the necessity of work required on the tree. As it is such a landmark tree and it is still healthy, it was **RESOLVED** to **RECOMMEND** to full Council that it be trimmed, removing any dead wood, during the winter period and when the remaining work has been completed on the right hand boundary, that this be replanted with hedging plants.
07S61 – Update on storage/toilet facility. The Clerk gave a rough estimate from a local builder on the costs for having a storage facility with a toilet within the building. After some discussion, it was **RESOLVED** to **RECOMMEND** to full Council that the Clerk obtain a design and build quote so that this can be considered in more detail.
07S62 – Update on jobs outstanding. The Clerk had prepared a report on these jobs and the refurbishment of the seats was discussed in some detail. It was then **RESOLVED** that the Clerk write to the families of the deceased and ask for a contribution towards the cost of refurbishment, prior to the refurbishment taking place.
07S63 – Gates. Cllr Rogers informed members that there had been a problem with the gate on the right hand side, in that it had blown inside out in the wind and this had damaged the hinge connection. The Clerk reported that she had contacted one of the local contractors and had a meeting schedule for the next day to get a cost for the repair and adjustment. It was **NOTED** that the other gate had previously been damaged by a vehicle and it was **AGREED** that the Clerk obtain quotes for their repair/refurbishment, once the hinge and connection is repaired.
6. **Items regarding Playgrounds.**
07S64 – Consideration of safety surface maintenance required at Widmer End and Naphill play areas. The Clerk gave information on the work proposed and in view of the high cost of the maintenance of this type of safety surface, it was **RESOLVED** that alternative methods be investigated and a report be brought back to the next Services Committee meeting.
07S65 – Update on jobs outstanding. The Clerical Assistant had prepared a report on the jobs still to be done and the programme for completion. This was discussed and **NOTED**.

7. **Items regarding Allotments.**

07S66 – Consideration for changes to criteria for marking allotment competition. This was discussed in some detail and then an amended set of marks were **RESOLVED** for future use. It was **AGREED** that the marking criteria be placed on the website and on the allotment gates prior to the judging date.

07S67 – Update on jobs outstanding. The Clerk had prepared a report on these jobs and this was discussed and **NOTED**. Cllr McCarthy reminded the Clerk of the ruts at Windmill Lane allotment entrance and the Clerk informed him that this has been allocated. Cllr McCarthy asked about blue marks that had been placed at Windmill Lane allotments and the Clerk notified him that this was to assist in the siting for the new number marker posts, which will be placed over the next few weeks on all allotment sites.

8. **Items for Strategic Plan.**

07S68 – Consideration of provision of youth shelters within the Parish. Cllr Davies spoke to this issue and there was some discussion, wherein it was **AGREED** that nothing should take place before the young people and youth workers had been consulted on their wishes. It was **RESOLVED** to **RECOMMEND** that the Youth working party should meet and consider this issue, to consist of Cllrs Davies, Jarman, Konieczny, Morris and Whitehouse, with the Clerk, the first meeting to be scheduled for January 2008.

07S69 – Consideration of creating Youth Council within the Parish. Cllr Davies raised this issue as there had been problems of late with young people within the Parish and this could be alleviated by the creation of a Youth Council. Some discussion followed and it was **AGREED** to **RECOMMEND** that the Youth working party should also consider this issue.

9. **Other Matters.**

07S70 – Consideration of replacement trees at office car park. Cllr Davies gave information on this matter and it was then **RESOLVED** to **RECOMMEND** to full Council that a copper beech and mountain ash be purchased and placed. Cllr McCarthy stated that he may have a contact within WDC for the purchase of these trees.

07S71 – Consideration of providing notice board at Bryants Bottom. A request had been received from a local resident for a notice board for Bryants Bottom. This was discussed in some detail and it was **RESOLVED** to **RECOMMEND** to full Council that the resident be informed that boards are usually provided by the village itself and the Council would be prepared to contribute to the funding if one were agreed upon.

07S72 – Consideration of barrier/bollards at entrance to office car park. The Clerk gave information to members of the problems with the current barrier and the request from the Police to place a barrier preventing use by the public late at night. There was some discussion about the problems and then it was **RESOLVED** to **RECOMMEND** to full Council that the Clerk investigate the possibility of repairing and refurbishing the current barrier or a similar replacement, which can be locked.

07S73 – Service Provision – update on jobs outstanding. The Clerk's report was **NOTED**.

07S74 – Report from FWAG regarding conservation area management plan. Cllr Davies and the Clerk gave information on this report which confirmed that the conservation areas within the Parish are still in line with the stewardship scheme, but that sheep grazing would bring an improvement. The Clerk is working with Cllr Davies to try and address the situation. Cllr Ewart gave information on a pond conservation group to help with the pond work.

07S75 – Suggestions for future projects. Cllr Davies asked members to look within their wards and bring any suggestions for future projects to subsequent Services meetings for consideration. Cllr Ewart mentioned that the area at Templewood would require further ground works once the builders had finished and this was **NOTED**. Cllr Davies mentioned that there had been comments made about people being unhappy with the work of the Council and he asked members to find out specific information so that any issues can be properly addressed.

10. **Urgent Matters by Permission of the Chairman.** None.

11. **Date of the Next Meeting.**

The next meeting is scheduled for Tuesday 25th March 2008.

There being no further business, the meeting closed at 9.45pm.

Signed

Date