

# HUGHENDEN PARISH COUNCIL – SERVICES COMMITTEE

Minutes of the meeting of the **SERVICES COMMITTEE** held in the Council Offices  
on Tuesday 25th September 2007 commencing at 8pm

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## UNCONFIRMED

**Present:**

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

There were no members of the public present.

1. **Apologies for Absence.** Cllr Konieczny had sent apologies that he would be arriving late due to other commitments.
2. **Declarations of Interest in Items on the Agenda.**  
**07S35** – Cllr Crawshaw declared an interest in the item considering work to trees at Walters Ash pond and Cllr Guy declared an interest in the item on land at Widmer fields, Widmer End. This was **NOTED**.
3. **Minutes of the previous meeting held on Tuesday 26th June 2007.**  
**07S36** – These minutes were proposed by Cllr Rogers, seconded by Cllr Ewart, **RESOLVED** as a true record of that meeting and duly signed by the Chairman.
4. **Matters Arising.**  
There were no matters arising.
5. **Items regarding Garden of Rest.**  
**07S37** - Update on roadworks at Garden of Rest. Cllr Davies informed members that the work was now complete, minus a few minor 'snagging' details. The water is now running through satisfactorily and the kerb has been raised slightly at the back of the car park to prevent vehicles accessing onto the grassed area. Cllr McCarthy asked about the gates being closed and the Clerk informed him that this is being done in general, but as they are not locked, members of the public sometimes go in to visit and forget to close the gates afterwards. This was **NOTED**.  
**07S38** - Consideration of planting requirements at entrance to site. There was some discussion with regard to the shrubs to be used and it was then **AGREED** that Cllr Whitehouse would prepare a brief for discussion with Cllrs Davies and Rogers and then proceed with the replacement planting.  
**07S39** - Consideration of toilet facility. Cllr Davies informed members that, as the temporary toilet had now been in place for some time and proved itself to be required, it was time to reconsider the options available. After some discussion, it was **AGREED** that the Clerk would investigate the possibility of providing a permanent structure, along with a garage/storage facility, bringing costs to the next available Services Committee meeting.  
**07S40** – Update on work and jobs outstanding. Cllr Davies spoke about some work on three of the trees just beyond the building on the left. As they were now crowding out the larger trees, it was **AGREED** to **RECOMMEND** to full Council that they be pollarded in the first instance, or removed, if this does not prove successful. Cllr Davies also noted that the Burial Ground Assistant is quite up to date, in spite of the dreadful weather earlier in the summer and reminded members that there would need to be shrubs removed from the bed near the entrance, for the other planting to take place.  
**07S41** – Request from Burial Ground Assistant to be allowed to prepare and complete ashes plots. Cllr Davies gave background information on this issue, particularly for the benefit of new members. There was a lengthy discussion of the problems being experienced in this matter and it was then **UNANIMOUSLY RESOLVED** that the Council have a duty of care over their employees and therefore a gravedigger will continue to dig and fill in the ashes plots in the Garden of Rest. It was **FURTHER RESOLVED** that Cllr Davies and Rogers draw up a specification for the gravedigger to work to and meet with him to ensure that high standards are maintained.

6. **Items regarding Playgrounds.**

**07S42** – Update on proposals for a play area at Templewood, Walters Ash. Cllr Ewart spoke about the equipment being placed in this area and stated that the actual siting of the equipment within the area will be carefully checked prior to placement. She confirmed that there is no requirement for planning permission in this instance. It was **NOTED** that the work will commence in 6 – 8 weeks, although there is some outstanding fencing issues which may need further funding, whilst still being within the overall budget.

**07S43** – Consideration of playground maintenance report and work required. Mrs Marsden spoke about the report which shows the amount of work which has been completed in the last year or two. The safety issues were tackled as soon as possible using the usual contractors.

- a) There was then some discussion on the safety surfacing required at Great Kingshill, Naphill and Widmer End and it was then **RESOLVED** to **RECOMMEND** to full Council that the safety surface at Great Kingshill be repaired at a cost of approximately £800, as soon as possible.
- b) It was **NOTED** that there is a problem with the poles on the bridge inside the gate at Naphill and it was **AGREED** that Cllr Ewart would speak to Sarah Bacon (Naphill Village Hall) about what they would wish to be done in this instance.
- c) Tiles at Widmer End – it was **AGREED** to get a quote from Safe & Sound to re-lay the rubber tiles and fill the edges with mastic. Also to ask whether placing timber boarding around the edges would help to keep the tiles in place for longer.
- d) Overhanging ladder at Hughenden Valley – it was **AGREED** to seek the views of the Village Hall Committee on whether this be kept and act on their decision. There is also an issue with the slide on the bank. It needs to have more soil and use grassmat to prevent erosion. Cllr Konieczny agreed to speak to the Village Hall Committee on this matter.

7. **Items regarding Allotments.**

**07S44** – Consideration of field boundary fence at North Dean. Cllr Rogers gave information on this issue and it was then **RESOLVED** to get quotations for replacing the first section with post and rail fencing and bring the information to the next available full Council meeting.

**07S45** - Consideration of outstanding jobs. Cllr Davies gave information that there is still some clearance to be done at the north boundary of Hughenden Valley allotments; fencing needs to be repaired and the thorny hedge re-planted again at Louches Lane; the ruts in the 'drive-in' at Windmill Lane allotments need to be re-filled and the water pipe needs to be re-laid before winter. It was **AGREED** that these would all be followed up on the maintenance schedule.

The Clerk then informed members that there were quite a few people waiting for allotments in the Parish and asked for consideration of re-opening Primrose Hill allotments to new tenants. This was **RESOLVED** to **RECOMMEND** to full Council that this be done in a 'managed' way.

**07S46** – Notification of results of allotment competition. The Clerk gave details of the winners in the allotment competition and the overall winner, Mr Wilson from the Walters Ash site, will be invited to the October Council meeting to be presented with the allotment cup for the year. It was also **NOTED** that the new category 'Best Overall Newcomer' was won by Mrs Kent from the Hughenden Valley site. She will also be invited to attend the Council meeting for presentation of the new cup. Notices of all winners will be placed at each allotment garden. It was **FURTHER NOTED** that the criteria for judging would be adjusted before next year's competition and **AGREED** that the standard of plots continue to improve each year.

8. **Other Matters.**

**07S47** – Consideration of tree work required at Walters Ash pond. Cllr Crawshaw declared an interest in this item and took no part in the discussion or decision. Cllr Davies gave information and showed pictures of the problems being experienced in this regard and it was then **RESOLVED** to **RECOMMEND** to full Council that three ash trees be pollarded to the level of the bushes at a cost of £450 plus Vat.

**07S48** – Service Provision – update. Cllr Davies spoke to this issue and it was **AGREED** that Cllrs Davies, Rogers, Gould and McCarthy would meet with the Clerk during w/c 15/10/07 to consider all the issues regarding this matter and bring recommendations to the Finance and Administration Committee.

**07S49** – Consideration of date for Parish tour for new and all Councillors. Cllr Davies suggested Saturday 27/10/07, meeting at the Parish office at 9.30am and members were asked to let him know, by email, if they would be able to attend. He stated that if this was a problem for individuals, he was happy to take them around separately at a more convenient time.

**07S50** – Update on land at Widmer fields, Widmer End. Cllr Guy declared an interest in this item and did not take part in the discussion. Cllr McCarthy gave information, particularly for the benefit of new members, on this ongoing situation regarding the possible sale of 40 acres of land at Widmer End and this was **NOTED**.

**07S51** – Update on situation regarding notice-board at Hughenden Valley. The Clerk and Cllr Konieczny gave information to members that the notice-board is owned by the Residents Association and the householder was wishing to move it. However, there seems to be some dispute as to who owns the land that the board is on and it appears to be able to remain in its current position for the time being.

9. **Urgent Matters by Permission of the Chairman.**

**07S52** – It was **NOTED** that Great Kingshill has been awarded 'Runner-Up' in the Village of the Year and congratulations were to be offered to the Residents Association for all their hard work.

**07S53** – It was **NOTED** that the footpath at Spurlands End Road has still not been cleared by BCC and the Clerk was asked to follow up on this matter.

**07S54** – Cllr McCarthy asked if there had been any compensation sought from the Police with regard to the work done on the trees in Cockshoot wood and he was informed that Cllr Davies would be having a meeting on-site with Cllr Rogers to see what further work is required.

**07S55** – Cllr McCarthy reported that there has been a seminar of Gypsies and Travellers and the site allocation. This has been reduced to 8 sites with a further 2 before 2014, but this means that transit sites will no longer be allowed and they would have to be moved on within 24 hours. This still needs to be presented to GOSE and SEERA so there may be some adjustments.

**07S56** – Cllr Davis informed members that there would be daffodil bulbs be brought to the October Council meeting for each of the wards and this was **NOTED**.

10. **Date of the Next Meeting.**

The next meeting is scheduled for Tuesday 18th December 2007.

There being no further business, the meeting closed at 10.15pm.

Signed .....

Date .....