

# HUGHENDEN PARISH COUNCIL – SERVICES COMMITTEE

Minutes of the meeting of the **SERVICES COMMITTEE** held in the Council Offices  
on Tuesday 26th June 2007 commencing at 8pm

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## UNCONFIRMED

**Present:** Cllr D L Davies (Chairman) Cllr J E Rogers  
Cllr M E Ewart Clerk: Mrs L M Turner  
Cllr H L McCarthy Clerical Assistant: Mrs E Marsden  
Cllr L O'Malley

Cllr Crawshaw, Cllr Konieczny and Cllr Whitehouse attended as members of the public.  
There were no other members of the public present.

1. **Apologies for Absence.** Cllr Jarman.  
Cllr McCarthy had apologised that he may be late due to other commitments.
2. **Election of Chairman.**  
**07S13** – The Chairman of the Council, Cllr Rogers took the Chair and welcomed everyone to the meeting, particularly the new Councillors who were in attendance. He then asked for any nominations and nominated Cllr Davies to be Chairman of the Services Committee. This was seconded by Cllr O'Malley and there were no other nominations. It was **UNANIMOUSLY RESOLVED** that Cllr Davies be Chairman of the Services Committee for the coming year. Cllr Davies then took the Chair and thanked everyone for their belief in him.
3. **Declarations of Interest in Items on the Agenda.**  
None.
4. **Minutes of the previous meeting held on Tuesday 27th March 2007.**  
**07S14** – 07S04 – It was **AGREED** to change this minute to read: 'allotments, split into 5 yard parcels, be offered at Hughenden Valley and Cryers Hill, if requested.'  
These minutes were then proposed by Cllr O'Malley, seconded by Cllr Ewart, **RESOLVED** as a true record of that meeting and duly signed by the Chairman.
5. **Matters Arising.**  
There were no matters arising.
6. **Items regarding Garden of Rest.**  
**07S15** - 07S02 – Update on quotation for roadworks at Garden of Rest. Cllr Davies gave information to members on the changes to the specification for the road works required at the Garden of Rest. There was some further discussion and then it was **RESOLVED** to **RECOMMEND** to full Council that the quotation from Spade Oak Construction be accepted and the work carried out as soon as possible.  
**07S16** - Consideration of regulations regarding holes for vases in plaques for ashes burials. The Clerk gave information on the difficulties with maintenance of the ashes area where vases are placed within the plaques. After a short discussion it was **RESOLVED** to **RECOMMEND** to full Council that no holes for vases would be permitted in ashes plaques in future. Members were reminded that the garden in front of the graves could be used for a vase for fresh flowers.  
**07S17** - Consideration of future long term requirements for burial ground. There was some discussion and it was **AGREED** that there would be no further footpaths added on the full burials side and that a smaller row would be left for children under 10, as the next row after the row of trees and the adult section would continue after that.  
**07S18** - Consideration of painting/decoration work required on building and gate at Garden of Rest. Cllr Davies spoke about the work required on the building, as well as a repair to the gate and a restraining post to be added to hold back the door to the storage room. It was **AGREED** that the Clerk arrange for the door post to be inserted and to arrange for quotations for the decoration work and the gate repair to be brought to full Council as soon as possible.  
**07S19** - Consideration of planting requirements at entrance to site. It was **AGREED** that the hedge on the internal corner be removed (prior to the road work being completed) and that Cllrs Davies, Rogers and Whitehouse meet and discuss alternative planting in this area, with a report and recommendations to be brought to full Council, when available.

**07S20** - Consideration of long term use of meeting room. Cllr Rogers spoke to members about the use of the 'meeting room' and after some discussion it was **RESOLVED** that the room must be kept free for the public to use. Once the room has been decorated it will be kept open when staff are available. It was **RESOLVED** that the black bins be kept outside for public use and the green bin to remain in the storage room. It was **FURTHER RESOLVED** that non-essential items be removed from the storage room to the barn, to free up space and all garden waste be taken to below the gate for removal to the bonfire site.

It was **NOTED** that the members felt that the burial ground is looking very good at the moment and it was **AGREED** that this would be passed onto the Burial Ground Assistant.

7. **Items regarding Playgrounds.**

**07S21** – Consideration to replace balance beam on equipment at Hughenden Valley play area. The Clerical Assistant gave information to members about a request from a parishioner to replace a beam that has been missing for some time. After some discussion, it was **RESOLVED** that, as the beam was already missing when the Parish Council took over responsibility for the play equipment, that the resident should be informed that he should make this request to the village hall committee for their consideration.

**07S22** – Consideration of planning for proposed play area at Templewood, Walters Ash. Cllr Davies gave background information to new members on the situation regarding this piece of land. Cllr Ewart gave information to members that planning permission will not be required for a playground in this location and it was **AGREED** that Cllr Ewart would prepare an article for the next available Naphill Gazette to inform residents of what is being planned for the area. It was further **AGREED** that the Clerk would contact Mr Mason at Beeks Ltd to enquire when the land will actually be handed over to the Parish Council and query the use of it for access to the building area.

Cllr McCarthy arrived during this item at 8.50pm and re-iterated his apologies for his lateness.

**07S23** – Consideration of situation regarding mis-use of playground area at Great Kingshill. Cllr Davies spoke about some of the problems in the vicinity. He mentioned that there will be a CCTV report to the July meeting, which may be able to encompass the area of the playground as well as the office and car park area. It was **NOTED** that the Police are aware of the problems and are working towards improvements. There will be a Police meeting with residents on Friday 29th June 2007 at 6.30pm in the cricket pavilion. There had been a request to remove the playground but it was **RESOLVED** to **RECOMMEND** to full Council that the play area remain in its current position. It was confirmed that there is no planning reason for the playground to be removed as it is within regulations. It was further **RESOLVED** to **RECOMMEND** to full Council that the hedge be cut back to allow more vision and that two of the seats be moved from the hedge side to the field to be more openly viewed. The fence has already been approved to be placed to prevent balls being kicked against the garage wall and when this work is completed, prickly shrubs will be placed in the 'gap' to deter use.

**07S24** – Consideration of moving goalposts at Great Kingshill to allow re-seeding of area. After some discussion it was **RESOLVED** to **RECOMMEND** to full Council that the goalpost be moved and the area be re-seeded. This work will be carried out by the Residents Association.

**07S25** - Consideration of playground maintenance report (paper attached) and paying for monthly playground inspections. The Clerical Assistant referred to the report and after some discussion it was **NOTED** that the safety issues would be dealt with, and a quotation has been requested from the playground contractors, although this does not include any work on the safety surfaces. With regard to the safety inspections, these will be £20 per site per visit and it was **RESOLVED** to **RECOMMEND** to full Council that the company be asked to do these on a quarterly basis. It was **AGREED** that the Clerical Assistant would go on the relevant training course in October 2007.

8. **Items regarding Allotments.**

**07S26** – Consideration of date and members to judge allotment competition. It was **AGREED** that the allotment competition judges would be Cllrs Davies, O'Malley, Whitehouse, Jarman and McCarthy and this would take place on Saturday 21st July 2007, meeting at the office car park at 9.15am.

9. **Other Matters.**

**07S27** – Mr Hammond – request for dog collection bin to be placed at Primrose Hill, Widmer End. After a short discussion it was **RESOLVED** to **RECOMMEND** to full Council that Cllr Carroll be contacted to provide a dog bin and this be fixed and added to the collection schedule.

- 07S28** – Dr & Mrs Moore/BCC – request for bollards to protect verges on Pipers Lane, Great Kingshill. The Clerk gave information on this issue and it was **AGREED** that the Clerk write to the residents to say that the Council do not provide these bollards in individual circumstances but that they may obviously contribute themselves and they may consider contacting Pipers School who may be prepared to assist.
- 07S29** – Great Kingshill Residents Association – request for an extra waste bin on the recreation ground, near to the goalpost area. The Clerk gave information on this matter and it was **RESOLVED** not to place another bin in this location as there were already two in the nearby vicinity.
- 07S30** – BCC – Information on winter maintenance work to be done during 2007/08. The Clerk gave information on the gritting to be scheduled and this was **NOTED**.
- 07S31** – BCC – Information on grass cutting schedule within Parish for summer 2007. This issue was discussed and it was **AGREED** that the Clerk write to BCC stating that four cuts should be done per year, where there are vision splays and mentioning the problem of branches overhanging footpaths.
- 07S32** – Consideration of date for Parish Tour for new and all Councillors. Cllr Davies mentioned that a tour of the Parish can be helpful, at this time of year, particularly for new Councillors and it was **AGREED** that a date be set at the July Council meeting.
- 07S33** – Update on land at Widmer Fields, Widmer End. Cllr Ewart gave information on a report given at the Widmer End Residents Association meeting, which had been inaccurate in several ways. She informed members of the comments made and the Clerk and Cllr Davies updated the members on the current situation regarding the landowner. It was **NOTED** that, as there was no further information available, it seemed unnecessary to have the liaison meeting with Hazlemere Parish Council, scheduled for 6th July 2007.

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

- 07S34** – Cllr McCarthy reported that some of the footpaths in Cockshoot Wood have become blocked by fallen trees and it was **AGREED** that this would be addressed. He also mentioned that the tree work done by the Police had appeared to destroy two or three of the beech trees. The Clerk reminded members that the work had been approved by the Parish Warden and it would have to be investigated carefully before any claims could be made.

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

The next meeting is scheduled for Tuesday 25th September 2007.

There being no further business, the meeting closed at 10.12pm.

Signed .....

Date .....