

HUGHENDEN PARISH COUNCIL – SERVICES COMMITTEE

Minutes of the meeting of the **SERVICES COMMITTEE** held in the Council Offices
on Tuesday 30th September commencing at 8pm

UNCONFIRMED

Present:

Cllr D L Davies (Chairman)	Cllr L O'Malley
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	Clerical Assistant – Mrs E Marsden
Cllr H L McCarthy	

There were no members of the public present.

1. **Apologies for Absence.** Cllr McCarthy had sent apologies for a late arrival.
2. **Declarations of Interest in Items on the Agenda.** None.
3. **Minutes of the previous meeting held on Tuesday 24th June 2008**
08S49 – These were **RESOLVED** as a true record of that meeting and signed by the Chairman.
4. **Matters Arising.**
There were no matters arising.
5. **Items regarding Garden of Rest.**
08S50 – Update on maintenance. The Clerk gave information on the maintenance work being carried out at the burial ground, the standard of which is very high and had been commented upon by many members of the public. The Clerk informed members that a meeting would take place in the next few weeks between the contractor, the Chairman of Services and herself, to decide on boundary and clearance work to be carried out over the winter season.
Cllr Rogers declared an interest in this item and took no part in it.
6. **Items regarding Playgrounds.**
08S51 – Update on boundary issues and maintenance at Templewood. The Clerk gave information on several items that require clarity with Beeks Ltd and two of the bordering properties. There are difficulties with arranging a meeting with Mr Mason, due to personal reasons, but it was **AGREED** that the Clerk should continue this process. It was **RESOLVED** to await the result of this meeting prior to final decisions about re-fencing in this area.
08S52 – Update on difficulties with drainage under swings at Widmer End play area and consideration of costs for changes to surface. The Chairman and Clerical Assistant gave information from the site meeting with members from the Village Hall Committee and the playground contractor. After some discussion it was **RESOLVED** to **RECOMMEND** to full Council that the repair work be carried out as soon as possible.
Cllr McCarthy arrived during this item, at 8.15pm and again apologised for his late arrival.
08S53 – Consideration of replacement surface at Hughenden Valley, removal of elder bush and placement of hedging on footpath boundary. The Clerical Assistant and Chairman informed members of the situation regarding the bark in this area and after some discussion it was **RESOLVED** to **RECOMMEND** to full Council that work be carried out to prevent the bark escaping from the required area. It was also **RESOLVED** that the beech hedge would be extended with further planting and a large elder bush removed normal maintenance.
08S54 – Update on safety inspections. The Clerical Assistant informed members that the safety inspections were progressing well but that some suggested actions appear to disagree with the RoSPA inspection. This will be monitored by her and the Clerk and a report brought back to a subsequent Services meeting, if required.
7. **Items regarding Allotments.**
08S55 – Update on jobs outstanding and report on availability. The Chairman gave information on the boundary clearance work still to be done at North Dean and Hughenden Valley gardens. The Clerk reported that the allotments are nearly at full stretch, even Hughenden Valley, with waiting lists on most of the gardens. It was **RESOLVED** that some plots can be offered in thirds or quarters, if this is appropriate, in order to keep them in sensible proportions.

08S56 – Notification of results of allotment competition and consideration of long tenancy award. 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 Calam from the Primrose Hill 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 AGREED** that the standard of plots continues to improve each year. The Chairman then mentioned that at least one plothead from Great Kingshill had been a tenant for more than fifty years and after some discussion it was **RESOLVED** to **RECOMMEND** to full Council that a framed diploma/certificate be presented to any tenant over fifty years, to be presented at the November Council meeting. It was suggested that the press be invited to attend and a press release be prepared for use in the paper and on the website.

8. **Items for Strategic Plan.**

08S57 – Request from Police for sponsorship of football tournament with young people. The Clerk informed members that the PCSO is preparing a tournament with young people in the Great Kingshill area to take place on 9th November 2008 from 2pm to 4.30pm. She had made a request to the Council to sponsor the tournament by the provision of a trophy and individual medals and it was **RESOLVED** to **RECOMMEND** to full Council that these be provided to a maximum of £100, and that the Council be pleased to sponsor and support such an event.

9. **Other Matters.**

08S58 – Update on grants for notice boards from Chilterns Conservation Board. It was **NOTED** that the Clerk had obtained incorrect information on these boards and she would seek further information to be brought back to full Council, when available.

08S59 – Consideration of licence to graze land at Vincents Meadow and Little Burnham field including quotation for replacement fencing. The Chairman and Clerk gave information on this issue and it was **AGREED** to adapt the draft agreement and bring the information to full Council. It was **FURTHER RESOLVED** to **RECOMMEND** to full Council that the boundary fencing be replaced, as appropriate and the previously laid hedge be allowed to return to its natural state.

08S60 – Update on planting of flowers in verges within Parish. After some discussion it was **RESOLVED** to choose one area per year and plant foxgloves and similar plants within the hedgerows in the Parish.

08S61 – Update on trees in Widmer End. Cllr Guy provided locations for the houses on Brimmers Hill where licences would be sought to place trees in the verge and this was **RESOLVED**.

08S62 – Consideration of planting replacement trees on Cryers Hill Road. The Chairman gave information on some trimming work and two replacement trees that were required in this area and it was **RESOLVED** to **RECOMMEND** that this work be done, as soon as possible.

08S63 – Consideration of timing of hedge cuts within the Parish. The Clerk gave information on this item and after some discussion it was **RESOLVED** to do an early cut of the roadside/footpath hedges in the first week of May and September and then follow through with a full cut on all hedges in late June and October/November, as appropriate.

08S64 – Consideration of re-issuing of grass cutting contract from 2009. It was **AGREED** that Cllrs Davies, Ewart and Rogers would consider the specification and prepare documents for consideration by the Services Committee at the December meeting.

08S65 – Consideration of removal of tree at Great Kingshill recreation ground. The Clerk gave information to members and after a short discussion it was **RESOLVED** to **RECOMMEND** to full Council that the tree be brought down to hedge height, to prevent damage to the replacement garage.

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

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

The next meeting is scheduled for Tuesday 16th December 2008.

There being no further business, the meeting closed at 10.00pm.

Signed

Date