

HUGHENDEN PARISH COUNCIL – SERVICES COMMITTEE

Minutes of the meeting held in the Council Offices on Tuesday 23rd June 2009 commencing at 8pm

UNCONFIRMED

Present: Cllr D L Davies (Chairman) Cllr J E Rogers
Cllr M E Ewart Cllr L J Smith
Cllr I N Guy Clerk: Mrs L M Turner
Cllr D G Jarman Clerical Assistant: Mrs E L Marsden
Cllr H L McCarthy

There were no members of the public present.

1. **Apologies for Absence.** Cllr Crawshaw & Cllr Whitehouse.
2. **Election of Chairman.**
09S16 – The Chairman of the Council, Cllr Ewart, took the Chair and welcomed everyone to the meeting. She then asked for any nominations and Cllr Rogers nominated Cllr Davies to be Chairman of the Services Committee. This was seconded by Cllr McCarthy 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 confidence in him and stated that he enjoys the challenge of being Services Chairman.
3. **Declarations of Members' Interests in Items on the Agenda.**
09S17 – Cllr Davies declared an interest in the items on fencing at Hatches Lane field and Great Kingshill Cricket Club contained in 'Other Matters'.
4. **Minutes of the previous meeting held on Tuesday 24th March 2008.**
09S18 – These were **RESOLVED** as a true record of that meeting and signed by the Chairman.
5. **Matters Arising.**
There were no matters arising.
6. **Items regarding Garden of Rest.**
09S19 – Update on routine maintenance. The Clerk informed members that the work is progressing well and she and Cllr Davies met with the contractors to agree new planting for the full burial area. Cllr Davies mentioned that there was still no contact from the neighbouring property and it was **RESOLVED** that a further letter be sent confirming the work that will be done to the lower boundary. It was **NOTED** that the clearance work at the bottom of the site would take place during the autumn, when the boundary work was completed.
7. **Items regarding Playgrounds.**
09S20 – Report on maintenance issues and safety inspections and renewal of inspection contract. The Clerical Assistant informed members that the annual and quarterly inspections had been done in May and June and these showed that all major issues had now been dealt with. After some discussion it was then **RESOLVED** to **RECOMMEND** to the full Council to continue with the quarterly inspections for a further year at a cost of £22.25 + Vat per inspection per site.
09S21 – Consideration of procedure to be followed for consultation on play area at Great Kingshill. After some discussion it was **RESOLVED** that, once the final pictures had been received from the chosen suppliers, they would be placed on display in the Council offices until the end of August, with a comments sheet available. A public meeting would be held in September and any comments considered at the September Services meeting.
09S22 – Consideration of problems with safety surface at Widmer End play area. Cllr Davies and the Clerk gave information on problems with the surfacing. There was some discussion and it was **NOTED** that a final letter had not yet been received from the Village Hall Committee. Subject to the final request, it was **RESOLVED** to **RECOMMEND** to full Council that the Council pay for the seat to be moved and the alterations to the boundary for the cushionfall and the Village Hall Committee would be responsible for the provision of the ramps. It was **AGREED** that the maintenance agreement with each of the village halls should be re-considered and re-stated, where necessary.

09S23 – Consideration of cost of clearance work at Templewood play area. The Clerk notified members that only one quote had been received, so far, and it was **AGREED** that she would try and obtain further quotes for consideration at the July Council meeting. It was **FURTHER RESOLVED** to **RECOMMEND** to full Council that this work be completed as soon as possible, subject to quotations. The Clerk mentioned a request for a dog bin at this area and after further discussion, it was **RESOLVED** to **RECOMMEND** to full Council that the Council purchase the available bin from Cockpit Hole Environmental Project at a cost of £200 and have it installed in the area.

8. **Items regarding Allotments.**

09S24 – Update on jobs outstanding and report on availability. The Clerical Assistant gave information that there are only ten people waiting for a plot across all the gardens and a couple of people deliberately waiting for a cultivated plot to be available. She then went through the process when there are problems with plots not being cultivated. The Clerk spoke about the process for collecting ‘stones’ and it was **AGREED** that it would be impractical to use a container and the stones should be merely left in a suitable place and removed periodically.

09S25 – Quotation for tree work required at Primrose Hill amenity area. The Clerk gave information of the work required and it was **RESOLVED** to **RECOMMEND** to full Council that that this work be undertaken as soon as possible, as appropriate.

09S26 – Allotment judging – consideration of changing the competition rules to include soft fruits. This was discussed and it was **AGREED** to incorporate this in the judging schedule.

09S27 - Consideration of forward planning for water provision at North Dean allotments. Cllr Rogers gave information to members on the situation regarding the provision of water at North Dean and it was **AGREED** that the Clerk would try and obtain information on the different options to be brought to a subsequent meeting.

9. **Other Matters.**

09S28 – Consideration of P3 scheme allocation for footpath clearance. The Clerk gave information to members that the Council had only been allocated £500 from Bucks County Council for 2009/10 for footpath clearance work. After some discussion, it was **RESOLVED** to **RECOMMEND** to full Council that the footpath clearance work be completed, as scheduled, and that the remainder of the cost be borne by the Parish Council.

09S29 – Consideration of quotation for tree work required in Little Burnham plantation. The Clerk gave information on the work to be carried out and it was **RESOLVED** to **RECOMMEND** to full Council that this work be completed as appropriate. It was **FURTHER RESOLVED** that the Clerk obtain information about the possible sale of the hazel in the plantation.

09S30 – Consideration of management advice from Chilterns Woodland Project for Cockshoot wood. The Clerk gave information on this matter and it was **RESOLVED** that she should go ahead and ask for the advice for Cockshoot Wood and Little Burnham plantation.

09S31 – Consideration of placing kissing gate at Vincent’s pond entrance. This was discussed in some detail and it was **RESOLVED** that the Clerk get advice from BCC and quotations for placing a stile in the meadow entrance and re-locating the gate to the pond entrance.

09S32 – WDC – consideration of combining grounds maintenance contracts for 2010. This was discussed in some detail and it was **RESOLVED** not to continue with this matter.

09S33 – Consideration of action to be taken on fencing at Hatches Lane field. Cllr Davies declared an interest on this issue, gave some background information to members and left the meeting. Cllr Ewart then took the Chair for this item. The Clerk gave information on the request for assistance from the tenant with the fencing on this land and it was **RESOLVED** to **RECOMMEND** to full Council that this work be completed, with the costs to be split three ways, between the Council, the tenant and the neighbouring landowner. Cllr Davies returned to the meeting and regained the Chair.

09S34 – Report on costs of maintenance of Council owned land. The Clerk had provided information on this item and it was discussed in some detail. Comments were specifically made on the tree work on Cryers Hill Road and the availability of this information using the accounts package and members were asked to let the Clerk know if they have any knowledge of suitable contractors for any works which may come up in the future, for consideration.

09S35 – Consideration of picket fencing around pavilion at Great Kingshill recreation ground. Cllr Davies declared an interest on this issue, gave some background information to members and took no part in the decision. Cllr Ewart then took the Chair for this item. The Clerk gave information on the request for permission to place a fence around the pavilion and for assistance with funding and this was discussed in some detail. It was then **RESOLVED** to **RECOMMEND** to full Council that permission for the fence be given and that, as the land is owned by the Parish Council, this work be carried out by the Council and a donation of £700 be requested by the Cricket Club. It was **NOTED** that the Clerk would check whether planning permission would be required for the fencing. Cllr Davies returned to the meeting and regained the Chair.

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

There were no urgent items.

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

The next meeting is scheduled for Tuesday 29th September 2009.

There being no further business, the meeting closed at 10.18pm.

Signed

Date