

# HUGHENDEN PARISH COUNCIL – SERVICES COMMITTEE

Minutes of the meeting of the **SERVICES COMMITTEE** held in the Council Offices  
on Tuesday 24th March 2009 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 L Marsden
Cllr H L McCarthy	

Cllr Morris attended as a member of the public.  
There were no other members of the public present.

1. **Apologies for Absence.** None.
2. **Declarations of Members' Interests in Items on the Agenda.** None.
3. **Minutes of the previous meeting held on Tuesday 16th December 2008.**  
**09S01** – 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.**  
**09S02** – Update on routine maintenance including letter of appreciation for standard of work. The Clerk read a letter received from a relative of someone buried in the garden of rest, which was very appreciative of the standard of work being achieved in this area and this was **NOTED**. Cllr Ewart mentioned she had visited the cemetery earlier in the day and agreed that the whole area is very well kept.  
**09S03** – Consideration of clearance work and landscaping at back meadow. Cllr Davies informed members that this work will soon be completed, although there is a lot to still be done. He mentioned that he and the Chairman still have to meet with the neighbouring property owner to discuss further work on the boundary.  
**09S04** – Cllr Smith mentioned that, at a recent burial, the meeting room was locked. It was **NOTED** that the Clerk was on holiday on that day and would try and ensure that this does not happen in future. There was some discussion about ways to encourage people to use the room, as this often remains open but unused.
6. **Items regarding Playgrounds.**  
**09S05** – Update on boundary issues and maintenance at Templewood. The Clerk informed members that she had still been unable to arrange a site meeting but work needs to be done to remove the old fencing and cattle grid as well as maintaining the shrubs in the area. It was **RESOLVED** that the Clerk would arrange for this general maintenance work to be done as soon as possible. If the cost is to be more than £500 net, this will be referred to the full Council for further consideration.  
**09S06** – Report on maintenance issues and safety inspections. The Clerical Assistant informed members that the play areas are up to date with regard to safety issues and this was **NOTED**.  
**09S07** – Update on outstanding work required at Naphill & Hughenden Valley play areas. The Clerical Assistant informed members that the surfacing at Hughenden Valley needed 'topping-up' and after some discussion at was **RESOLVED** to **RECOMMEND** to full Council that 'cushionfall' surfacing be used and the work carried out as soon as possible.  
The Clerical Assistant then informed members that, as the funding for the new equipment had not been forthcoming at Naphill, the surface under the cabin slide needs to be replaced. It was **RESOLVED** that information on cost be brought to the Council meeting for consideration.  
The Clerical Assistant gave information to members that the swings at Hughenden Valley and the slide at Widmer End would both need work in the near future with the slide possibly needing replacement within the next 12-18 months. It is hoped that further guidance will be received after the RoSPA inspections in early May.

**09S08** – Update on refurbishment of play area at Great Kingshill. Cllr Ewart gave information to members on the process being followed to get ideas for the refurbishment of the area, including a ‘teen’ area and this was **NOTED**.

7. **Items regarding Allotments.**

**09S09** – Update on jobs outstanding and report on availability. The Clerk gave information that nearly all plots are taken with a short waiting list only on the two gardens at Widmer End. One or two tenants have not been keeping their plots up to standard, and these will be written to in the next couple of weeks. The Chairman spoke about problems with stones being put in the hedges in some areas and it was **AGREED** to designate an area on each allotment site for stones to be ‘held’ and removed periodically, to be re-used in other area around the Parish. It was **NOTED** that the roadside hedges would have their first cut in early May and then the first ‘normal’ cut would be end June/beginning July, to allow for nesting birds. The final cut will be November/December dependent upon the weather. It was **AGREED** that the Clerk would arrange for the nettles under the hedge to be cut by the end of April to prevent incursion onto the footpath.

**09S10** – Quotation for tree work required at Primrose Hill amenity area. The Clerk gave information that an investigation was under way to see what work was necessary but had not yet been received. When available, it will be brought to a subsequent Council meeting for consideration.

**09S11** – Consideration of pest eradication and enforcement of regulations on allotments. The Clerk gave information to members that complaints had been received with regard to muntjac deer on allotment, particularly at Walters Ash and Naphill. It was **NOTED** that these are considered wild animals and therefore are not any landowners’ responsibility. However, it was **RESOLVED** that the Clerk write to the National Trust and West Wycombe Estates to inform them of the problem and asking for their support to try and prevent their incursion from these properties onto the allotment land. The Clerk then gave information to members of a particular problem at Louches Lane allotments and after some discussion it was **RESOLVED** that the Clerk write to the tenant to encourage a reduction to the amount of tenanted land. It was **FURTHER NOTED** that there is a problem with dog fouling at Walters Ash and it was **AGREED** that the Clerk would obtain relevant signs from WDC for erection in the area.

8. **Items for/from Strategic/Action Plan.**

9. **Other Matters.**

**09S12** – Update on inspection of trees and footpaths at Cockshoot Wood. The Clerk gave information that a report had been requested to see what work was necessary but this had not yet been received. When available, it will be brought to a subsequent Council meeting for consideration. It was **NOTED** that the laurel needs to be cleared all through the area.

**09S13** – Update on clearance of blackthorn and other areas at Four Ashes field. Cllr Davies asked for guidance on which areas needed clearance and this was **AGREED**.

**09S14** – Consideration of reducing hours of use for street lighting in Widmer End. The Clerk gave information on some of the costs involved in switching off the lights during the night. Further information is required on the saving to the supply and this will be brought to the next Services meeting for further consideration.

**09S15** – Work required on undergrowth on hedges in the area. Cllr McCarthy mentioned several hedges that required the undergrowth cutting back and the Clerk reminded him that she could pass this information on to the BCC Highways ‘gangs’ as long as specific information is given to her.

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 23rd June 2009.

There being no further business, the meeting closed at 9.37pm.

Signed .....

Date .....