

# WENDOVER PARISH COUNCIL

## Minutes of the Amenities Committee Meeting

21<sup>st</sup> May 2019 7:30pm

St Anne's Hall

**Present:** Cllrs Myers (AM), Gregory (NG), Green (RG) and Worth (SW).

**Clerk:** Amanda Massingham, Deputy Clerk

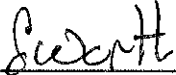
**Minutes:** Amanda Massingham

**Members of Public:** 0

<b>1.</b>	<b>ELECTION OF CHAIRMAN</b>
	A19.001 Cllr Stephen Worth was proposed as Chairman by Cllr Green and it was seconded by Cllr Gregory. It was unanimously <b>RESOLVED</b> to elect Cllr Worth as Chairman.
<b>2.</b>	<b>APOLOGIES FOR ABSENCE</b>
	A19.002 Cllrs Walsh, Ballantine and Clayton made apologies and they were <b>ACCEPTED</b> .
<b>3.</b>	<b>DECLARATIONS OF INTEREST</b>
	A19.003 None
<b>4.</b>	<b>MINUTES</b>
	A19.004 The minutes of the meeting of 16 <sup>th</sup> April 2019 were <b>AGREED</b> as a true record and signed by the Chairman.
<b>5.</b>	<b>PUBLIC PARTICIPATION</b>
	A19.005 None
<b>6.</b>	<b>UPDATE REPORT FROM THE CLERK</b>
	A19.006 The Deputy Clerk circulated a report prior to the meeting and it was <b>NOTED</b> . The Deputy Clerk reported that the Clock Tower Clock contractor would be completing the clock face repairs WC 10 <sup>th</sup> June 2019, the funding was agreed as a 2019/20 EMR project. The WPC Tree Survey Contractor will be starting the 3 yearly survey on 5 <sup>th</sup> June 2019. The works to replace the Witchell Pond fence would start in early July. The stone mason had been instructed to start the process of adding the additional name to the War Memorial, as agreed last year, budget has been set aside under code 4675 War Memorial. The Witchell Car Park boundary fence had been removed, and Cllrs agreed that the inhouse work to replace the fence should not take place at this time as the tree line growth may offset the need. The Clerk would be meeting with a contractor to review the final PID in relation to the Clock Tower fountain and wall restoration project, a final draft PID would be available at the June Amenities meeting. Owing to a vacant stall space at the Christmas event, Councillors <b>AGREED</b> that Malt the Brewery could be invited to sell sealed drinks and packaged gifts. Following positives engagements with John Colet School, the Deputy Clerk reported that there is an opportunity to provide funding support to a lighting project at the onsite MUGA, which would then be made available to wide community groups. Three quotes would be sought for the Amenities Communities to review in June. Councillors <b>AGREED</b> that this was a positive step forward and would welcome the quotes with a view of recommending the project to full Council.
<b>7.</b>	<b>CORRESPONDENCE</b>
	A19.007 None
<b>8.</b>	<b>FINANCE</b>
	<b>To consider the list of payments and sign cheques.</b> A19.008 It was <b>RESOLVED</b> to accept the list of payments and they were duly signed by the Chairman. The online payments would be made the following day.
<b>9.</b>	<b>OPEN SPACES AND HAMPDEN POND</b>
<b>a</b>	<b>Witchell Car Park Bike Stands</b>
	<b>To consider a quotation and confirm location of three bike stands at Witchell Car Park.</b> A19.009 The Deputy Clerk reported that the Committee had previously agreed to install bike stands at Witchell Car Park once the car park extension was complete. The cost to purchase the bike stands and fixing bolts (excluding postcrete) would be £167.40. The Deputy Clerk

	recommended that they are installed on the right hand grass verge near the litter bin at the car park entrance. This would minimise potential damage and ensure a level of visibility. It was <b>RESOLVED</b> to proceed with the purchase and recommended location once the car park extension is complete.
<b>b</b>	<b>Playground Improvements</b>
	<b>To consider some recommendations for playground improvements at Ashbrook Open Space.</b> <b>A19.010</b> The Deputy Clerk made three recommendations to the Committee in relation to the £20K EMR for Playground improvements. At Ashbrook Open Space, replace the safety surface and tyre for the tyre swing towards the rear of the park. In addition replace the blue stand up spinner and silver grey spinner with a 4 seater seesaw and snakes and ladder floor game. The Deputy Clerk reported that the seesaw had several options in terms of animal faces and colours and the new equipment could offer positive engagements with the Community. It was <b>AGREED</b> that quotes should be sought for the recommendations and that equipment suitable for disabled children should also be looked into as an addition to the above. It was <b>AGREED</b> to reach out to the Community to gain opinion via the WPC social media page.
<b>10.</b>	<b>OTHER MATTERS</b>
<b>a</b>	<b>Allotment Update</b>
	<b>To receive an update on the two WPC allotment sites.</b> <b>A19.011</b> The Deputy Clerk circulated a report prior to the meeting and it was <b>NOTED</b> . The Councillors were pleased to note that the Hogtrough Lane plots are full and plots at London Road were welcoming new tenants. It was <b>RESOLVED</b> to investigate installing a water supply and installing/repairing the entry gates at Hogtrough Lane as a 2020/21 projects. It <b>AGREED</b> that the contractor who installed the entry surface at Hogtrough Lane would be contacted to establish why it has failed and establish what could be done to improve the situation. The monies received from the closed Allotment Society account were discussed (£283.63), it was <b>RESOLVED</b> to spend the monies on additional water butts as this was the general consensus from the current plot holders.
<b>b</b>	<b>Manor Waste Protocol</b>
	<b>To consider changes to the Manor Protocol for future street food enquires.</b> <b>A19.012</b> The recommended changes were <b>NOTED</b> . Cllr Myers suggested that in addition to the proposed changes about catering requests, an additional note should be made in the Parking section about access for emergency vehicles. It was <b>RESOLVED</b> to accept the recommended changes about catering request and emergency vehicle access.
<b>c</b>	<b>New Bench</b>
	<b>To consider installing an additional highways bench on the verge along Aylesbury Road between the Clock Tower and Health Centre.</b> <b>A19.013</b> Cllr Worth reported that he had received a request verbally for an additional bench. Due to two benches and use of the bus shelter seats it was agreed that there were sufficient places to rest along the stretch of road between the Clock Tower and Medical Centre. It was <b>RESOLVED</b> not to install an additional bench at this time.
<b>d</b>	<b>New Grounds Team Equipment</b>
	<b>To consider quotations for a new water bowser.</b> <b>A19.014</b> The paper detailing the need for a bowser and three quotations was <b>NOTED</b> . It was <b>RESOLVED</b> to proceed with purchasing a 400 ltr bowser as per quotation 3 - £1890.00 ex VAT. The bowser had been included in the 2019/20 budget and would be charged against line 4425 Capital Expenditure. The Deputy Clerk reported that the office had also ordered a new strimmer for the grounds team under the Clerks delegated spend. The strimmer cost was noted as £623 ex VAT and would also be charged against 4425 Capital Expenditure.
<b>e</b>	<b>Parking</b>
	<b>To consider supporting a Parking Review from LAF funding.</b> <b>A19.015</b> The Parking PID was <b>NOTED</b> . It was <b>RESOLVED</b> to support the parking survey for Tring Road, Little Hampden Close and Vinetrees on the condition that there is no cost to WPC.
<b>f</b>	<b>Engagement Working Group</b>
	<b>To receive an update and consider any recommendations from the Engagement Working Group.</b> <b>A19.016</b> The notes from the Engagement Working Group meeting that took place on 16 <sup>th</sup> May 2019 were <b>NOTED</b> . It was <b>RESOLVED</b> to erect the Union flags along the High Street in July to support the

	Cycling L'etape event on 14 <sup>th</sup> July 19, if the event is to become annual it was AGREED that WPC should investigate whether funding was available from the organisers to purchase French Flags to support the event and the Villages twinned connection with Liffre. It was <b>RESOLVED</b> to donate twenty WPC re-useable bays and bottles to the Flighting Plastic event on 29 <sup>th</sup> May 2019. The Councillors AGREED that a Clock Tower open day in July or August would be great idea and supported the idea of hiring in an ice cream van vendor.
<b>g</b>	<b>Bucks Best Kept Village Competition 2019</b>
	<b>To receive an update and recommendations from the working group.</b> A19.017 The BKV 2019 Action plan was NOTED. The Deputy Clerk reported that the Wendover WI had 12 volunteers who were willing to do a litter pick to support the competition. The Committee expressed thanks to the volunteers.
<b>11.</b>	<b>ITEMS FOR NEXT AGENDA</b> A19.018 Item should be forward to the Deputy Clerk.
<b>12.</b>	<b>DATE OF NEXT MEETING</b>
	A19.019 The next scheduled meeting of the Amenities Committee was 18 <sup>th</sup> June 2019.
<b>13.</b>	<b>CLOSURE OF MEETING</b> A19.020 As all business was transacted the meeting was closed at 20:30pm

Signed by: \_\_\_\_\_  


Date: 18<sup>th</sup> June 2019

