

# WENDOVER PARISH COUNCIL

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## Minutes of the Amenities Committee Meeting

15<sup>th</sup> June 2021 at 7:45pm

St Anne's Hall

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**Present:** Councillors Mark Standen, Stephen Worth, Jennifer Ballantine, Julie Williams, Diane Washington, Sam Walker and Sheila Bulpett.

**Non- Committee (new Councillors) also present:** Councillors Ruth Malleson, Clive Gallagher and Julie Lloyd-Evans.

**Clerk:** Amanda Massingham

**Members of Public:** 0

### 1. ELECTION OF THE CHAIRMAN

**A21.001** Councillor Stephen Worth was proposed as Chairman by Councillor Durden-Moore and it was seconded by Councillor Ballantine. It was unanimously **RESOLVED** to elect Councillor Worth as Chairman.

### 2. APOLOGIES FOR ABSENCE

**A21.002** None.

### 3. DECLARATIONS OF INTEREST

**A21.003** None.

### 4. MINUTES

**A21.004** The minutes of the meeting of 20<sup>th</sup> April 2021 were **AGREED** as a true record and were signed by the chairman.

### 5. PUBLIC PARTICIPATION

**A21.005** None

### 6. UPDATE REPORT FROM THE CLERK

**A21.006** The Deputy Clerks report was **NOTED**. Wendover Youth Centre had booked their end of year event at Ashbrook on Friday 16<sup>th</sup> July 2021. The insurance claim relating to the damaged streetlight in Vicarage Close had been successful and £3063.50 had been received. The High Street hanging baskets and village entry point troughs will be planted week commencing 21<sup>st</sup> June. The new commemorative stone for Witchell Meadow has arrived and will be installed shortly by the grounds team.

### 7. CORRESPONDENCE

**A21.007** The two items of correspondence were **NOTED**. A local resident requested that the Council consider not cutting the grass around the side areas and fences of Witchell Meadow, to increase the natural wildflowers areas. It was **RESOLVED** to leave at least one metre around the sides of all open spaces to increase the natural fauna. It was highlighted that the areas would still need to be cut back in late August, early September and again in March. It was **AGREED** that updates before cutting would be communicated to the community via our social media platforms. The second item of correspondence was from the u3a requesting a suitable position to plant a tree and possible bench to celebrate their 21<sup>st</sup> anniversary. Whilst the Community orchard was requested as a suitable location, the Committee **AGREED** that it was not

suitable due to the volume of benches already in place and the conflict of planting an additional tree in terms of the ones already planted for the fallen war heroes. It was **RESOLVED** to recommend Ashbrook as a suitable area for either/both tree and bench.

## **8. FINANCE**

**To consider the list of payments and sign cheques.**

**A21.008** It was **RESOLVED** to accept the list of payments and they were duly signed by the Chairman. The online payments would be made the following day. Councillor Durden-Moore requested additional information on the payment to Rialtas, the Deputy Clerk confirmed that Rialtas was the Councils finance software package and attracted an annual fee for support.

## **9. OPEN SPACES AND HAMPDEN POND**

### **a) Playground Inspections**

**To note the recent playground inspection reports.**

**A21.009** The playground inspection reports were NOTED. It was noted that just one item of equipment needed a small repair, and the task had been completed by the grounds team.

### **b) Hampden Pond**

**To review the consultancy report for the restoration of Hampden Pond and associated risk assessment and consider any actions.**

**A21.010** The consultancy report and risk assessment was NOTED. Councillor Worth recommended that works to replace the fence should be done by the grounds team, by installing new hedging and gradually removing the chain-link once the hedge is established. It was also recommended to install a suitable path that was be accessible for wheelchair users. The Committee **AGREED** with these recommendations, it was agreed that a site visit would take place at the pond to understand the capabilities of doing some of the work internally and to establish what works would require contractor quotes.

## **10. OTHER MATTERS**

### **a) Silent Solider**

**To consider replacing the Silent Solider in the Community Orchard that was recently vandalised.**

**A21.011** It was **RESOLVED** to purchase another Silent Solider as the cost of £175, to be charged against account 4495. Councillor Durden-Moore suggested that the damaged solider should be re-cycled, the Deputy Clerk suggested that the Chiltern Academy might be able to use it in a metal class.

### **b) Local Produce Market Operation Times**

**To consider a request to change the time of the local produce market from 9am-1pm to 10am-2pm.**

**A21.012** All Committee members agreed with the proposal, it was therefore **RESOLVED** to change the Local Market Produce times to 10am -2pm from July 2021. The office was delegated to confirm the decision to stall holders and update policies and rules documentation.

**c) Policy Review**

**To review the Tree Policy, Manor Waste Protocol and Open Spaces booking policies.**

**A21.013** The policies were NOTED. It was AGREED that the Tree Policy and Open Spaces booking policies did not need any changes. It was **RESOLVED** to update the Manor Waste Protocol to include rules about advertising not being permitted, including A frame board, flyposting and banners on the bollards.

**d) Replacement White Gates**

**To review the draft PID and allocate a Councillor as project sponsor.**

**A21.014** The draft PID was AGREED. Councillor Worth agreed to be the Project Sponsor. Quotes and funding would be investigated by the office and hopefully available by the July meeting. As the cost with or without matching funding from the Community Board, would likely exceed the Committee's delegated spend limit, a recommendation would need to go to full Council later in the year. Councillor Worth reported that a resident had requested that the Tring Road gates should be moved to encompass the Princess Mary Gate Estate, the Committee AGREED that they should not be moved, as they were better positioned in terms of traffic calming due to the gradient of the road.

**e) Community Litter Picks**

**To consider purchasing some additional litter picking equipment to loan out to support local initiatives.**

**A21.015** The Deputy Clerk reported that the office is receiving more requests to loan out litter picking equipment. It was **RESOLVED** to purchase ten additional pickers and handy hoops.

**f) Streetlight Replacement- Scarlett Avenue**

**To consider a quote to replace a damaged streetlight in Scarlett Avenue.**

**A21.016** The Deputy Clerk reported that a streetlight had been damaged in Scarlett Avenue. It has been made safe, but it is recommended that the column is replaced. A resident reported that it was hit sometime ago, but as it was not reported at the time, hence the Council will not be able to pursue a claim. It was **RESOLVED** to accept the quote for a new column and charge against account code 4315.

**11. MATTERS TO REPORT**

**A21.016** None.

**12. ITEMS FOR NEXT AGENDA**

**A21.017** Items should be forward to the Deputy Clerk.

**13. DATE OF NEXT MEETING**

**A21.018** The next scheduled meeting of the Amenities Committee is 20<sup>th</sup> July 2021.

#### 14. CLOSURE OF MEETING

**A21.019** As all business was transacted the meeting was closed at 20:35pm

*Stephen Worth*

Signed by  
Chairman to the Amenities Committee

Date: 20<sup>th</sup> July 2021