



**WENDOVER PARISH COUNCIL**

Address: The Clock Tower, High Street, Wendover,  
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**EXTRAORDINARY AMENITIES COMMITTEE AGENDA**

**Tuesday 19<sup>th</sup> May 2026 at 7:40pm**

**Wendover Community Library, High Street, Wendover HP22 6DU**

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**Committee Membership:** Councillors Stephen Worth, Mark Standen, Jennifer Ballantine, Diane Washington, George Atwell, Bob Mackinley Heather Thornton, and Clive Gallagher.

**To all Committee Members:**

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW.

**MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND. MEMBERS WISHING TO ATTEND MUST CONTACT THE CLERK PRIOR TO THE MEETING.**

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**AGENDA**

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- 1) **ELECTION OF CHAIR AND VICE CHAIR**  
To elect the chair and vice chair of Amenities.
- 2) **APOLOGIES FOR ABSENCE**  
To consider any apologies for absence received.
- 3) **DECLARATIONS OF INTEREST**  
In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct.
- 4) **MINUTES – page 2**  
To confirm the minutes of the meeting of 21<sup>st</sup> April 2026.
- 5) **PUBLIC PARTICIPATION**  
A maximum of 3 minutes per speaker will be allowed.
- 6) **UPDATE REPORT FROM THE CLERK – page 4**  
To receive an update on correspondence and actions from the Clerk.
- 7) **OPEN SPACES AND HAMPDEN POND**
  - a) **War Memorial Floral Display – page 5**  
To consider approving additional floral displays for the War Memorial.
  - b) **Hampden Meadow Playpark New Equipment – page 7**  
To consider the quotes for new equipment in Hampden Meadow Playpark.
- 8) **ITEMS FOR NEXT AGENDA**
- 9) **DATE OF NEXT MEETING**  
The next scheduled meeting of the Amenities Committee is 16<sup>th</sup> June 2026.
- 10) **CLOSURE OF MEETING**

Signed by *Andy Smith*  
Clerk and Finance Officer

Date: 14<sup>th</sup> May 2026

# WENDOVER PARISH COUNCIL

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## Minutes of the Amenities Committee Meeting

21<sup>st</sup> April 2026 at 7:40pm

Wendover Community Library, High Street, Wendover HP22 6DU

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**Present:** Councillors Worth (Chair), Gallagher, Thornton, Ballantine, Standen and Atwell.

**Clerk & Minutes:** Phoebe Sharps

**Members of Public:** 0

### 1. APOLOGIES FOR ABSENCE

**A25.142** Apologies were received and **ACCEPTED** from Cllr Mackinlay and Washington.

### 2. DECLARATIONS OF INTEREST

**A25.143** None.

### 3. MINUTES

**A25.144** The minutes of the meeting of 17<sup>th</sup> March 2026 were **RESOLVED** as a true record to be signed by the Chair.

### 4. PUBLIC PARTICIPATION

**A25.145** None.

### 5. FINANCE

**A25.146** The payments to consider totalling £11,029.34 were **RESOLVED** and signed.

### 6. UPDATE REPORT FROM THE CLERK

**A25.147** The report was noted. It was noted that a question was asked about the community event equipment, regarding storage and logistics this is still to be decided and considered. It was noted that a suggestion was made to look at creating a shared resources database including local halls.

### 7. OPEN SPACES AND HAMPDEN POND

#### a) Health and Safety Tree Works

**A25.148** It was **RESOLVED** to recommend to Full Council that we waive the financial regulations requiring three quotes due to the urgent need of this health and safety tree work.

**A25.149** It was **RESOLVED** to recommend to Full Council to approve the quotes totalling £9,250.00 and instruct the contractor to complete the works as quoted.

**A25.150** It was noted that once the health and safety tree works were completed the Council will get three quotes for future tree works.

#### b) Flower Displays 2026

**A25.151** It was **RESOLVED** to recommend to Council to accept the quote for flower displays for Summer and Winter 2026.

**A25.152** It was noted that the Council would investigate local sponsorship opportunities for future flower displays.

**c) Manor Waste Cleaning**

**A25.153** It was **RESOLVED** by the committee that the Manor Waste cleaning is not a current priority.

**A25.154** It was noted that Estates Team would continue their in-house cleaning and maintenance of the seating on the Manor Waste including jet washing and clearance of leaves from under the seating.

**8. OTHER MATTERS**

**a) Purchase of Grillo**

**A25.155** It **RESOLVED** to bring the purchase of the Grillo to Full Council in May and to include second hand options.

**b) Replacement Litter Bin**

**A25.156** It was noted that the Council want to have consistency with litter bins throughout Wendover, and if the Parish Council must cover the costs for replacement litter bins on Bucks Council highways they want them to be the same bins the Parish Council have in their open spaces.

**A25.157** The proposed bin was rejected by the Council as it was felt it was not appropriate for the conservation area.

**A25.158** An amendment to the paper to purchase a metal bin for £452.40 was **RESOLVED** to be accepted.

**A25.159** The paper as amended was **RESOLVED**.

**Mower Costs**

**A25.160** It was **RESOLVED** to retrospectively approve the costs of £4303.13 for servicing and repairing the John Deere mower.

**9. ITEMS FOR NEXT AGENDA**

**A25.161** None presented, but it was noted to send items for the next agenda to the Estates and Events Manager by Monday 8<sup>th</sup> June 2026.

**10. DATE OF NEXT MEETING**

**A25.162** The next scheduled meeting of the Amenities Committee is 16<sup>th</sup> June 2026.

**11. CLOSURE OF MEETING**

**A25.163** As all business was transacted the meeting was closed at 8.15pm.

Signed by  
Chair to the Amenities Committee

Date:



## ITEM 6 – CLERKS REPORT

### Wendover PROW

The office received the reports for WENDOVER PROW EAST, this was shared with the Amenities Committee in an email.

### Skatepark Path

The path at the skatepark has been completed, D&H Saunders Ltd did this work free of charge as one of their social/local initiatives.



### APM, Business Event and Community Showcase

The Annual Parish Meeting took place on April 16<sup>th</sup>, with the Council holding a community showcase ahead of the meeting for a second year. We also held a business networking event in partnership with Buckinghamshire Business First for the first time, the event was well attended. Feedback from attendees was positive.

### Upcoming Events & Engagement

Wendover Picnic in the Park –

The Estates and Events Manager is currently booking in and finalising entertainment, including Cracklewick Morris, the stall applications go live on the 18<sup>th</sup> May, and a sponsorship pack is out, the deadline is 22<sup>nd</sup> May.

### BBKV

The Council have enter the Buckinghamshire Best Kept Village 2026 competition, businesses, pubs, community groups and other relevant organisations have been contacted regarding the marking schedule.

There is also a social media campaign that has gone live.



## ITEM 7a – War Memorial Floral Display

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### BROUGHT BY

Estates and Events Manager and Estates Team

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### SUMMARY

To consider approving additional floral displays for the War Memorial.

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### PARISH COUNCIL BACKGROUND

The Parish Council has annual floral displays for both summer and winter, and hanging baskets, planters in the seating, 3 trees on Manor Waste as well as displays at the white gates. This display is planted and maintained by an external company.

There are also two planters outside Istanbul on the High Street, one is planted by Wendover Evening WI and watered by WPC staff, the other metal planter is planted and watered by WPC.

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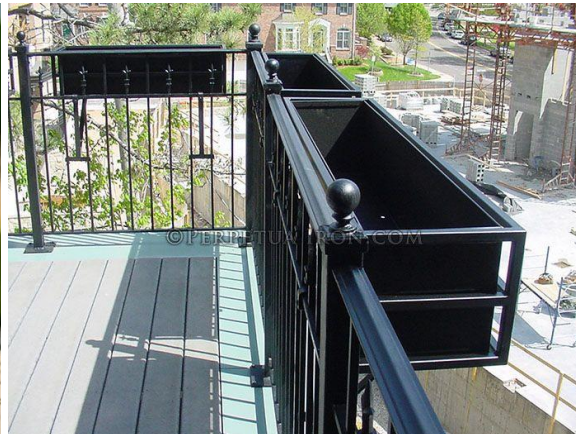
### DETAILS

Wendover Parish Council enter the Buckinghamshire Best Kept Village competition every year, winning most recently in 2023. In 2025 we scored a total of 177 out of 200 available marks. On the marking schedule number 8 is War Memorial, we scored 17 out of 20, with the comment being “No flowers here at all. Disappointing.”

It is worth noting that since the refurbishment of the Manor Waste there has been no floral displays around the war memorial, apart from the integrated planters in the seating around the war memorial. As well as this, having no floral displays around the war memorial has not been mentioned in the marks from BBKV in the last few years.

The office and estates team are asking for an expenditure of £500 to install and maintain a floral display around the war memorial for 26/27. As the judging period for BBKV is from the 1<sup>st</sup> June – 14<sup>th</sup> July, this would be an interim floral display to then review and discuss with the Council for 27/28 and future years.

### Planter types being discussed:



The planters would either be free standing which would go inside the fencing between the fencing and the memorial or will hang/be attached to the metal fencing. The planters would be black galvanised



metal to match the fencing around the war memorial. We would also look at options to fix/secure the planters. The current idea is to have four planters in total.

These floral displays are a trial and will be reviewed when the Amenities Committee go to set the 27/28 budgets, which will allow the Council to assess if this is something they want to continue. We will then explore getting our contractor to water them on a regular basis.

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## FINANCIAL CONSIDERATIONS

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- This will come out of budget line 4112 Floral Displays, for 26/27 £8,000 was budgeted.
- The remaining balance after our contract for floral displays and an expenditure for bulbs is £1,400.
- This £1,400 would cover bedding plants for 1 metal planter outside of Istanbul that is still planted and watered by WPC staff, as well as a project to putting bedding plants in the 3 tree planters on the Manor Waste.
- The estates team are asking for an expenditure of up to £500 for the war memorial floral displays, this would cover, 4 planters, fixings and plants.
- The office will review this work and display, and if deemed necessary would ask for a quote from our floral displays contractor to add to the scheme for council to consider.

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## LEGAL AND OTHER IMPLICATIONS

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- The War Memorial is listed with Buckinghamshire Council Planning/Heritage department. However, the metal fence surrounding the memorial is an addition and is not listed.
- There would be considerations around design and installation to be respectful and in keeping with the area.
- The Council should consider if this is in line with the Councils vision and mission statement.

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## PROPOSAL

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**To resolve to:**

- Approve an expenditure of up to £500 for the war memorial floral displays.
- Authorise the office to make the necessary purchases for the floral displays.



## ITEM 7b – Hampden Meadow Playpark New Equipment

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### BROUGHT BY

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Estates and Events Manager and Estates Team

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### SUMMARY

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To consider the quotes for new equipment in Hampden Meadow Playpark.

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### PARISH COUNCIL BACKGROUND

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The Parish Council have quarterly, and annual inspections carried out at Council owned playparks.

The Council are replacing items each year, in 2025 a new slide was installed in Hampden Meadow Playpark and a new multiplay unit was installed in Ashbrook Playpark.

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### DETAILS

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#### Details –

The Estates and Events Manager and Estates Team have suggested that this year the budget for new equipment purchases should be focussed on Hampden Meadow Playpark, based on the H&S inspections, the latest inspection has been sent to the Council via email to see the current faults.

The Committee are being asked to consider 2 quotes to recommend to Council, the Estates and Event Manager contacted 2 further companies, one didn't respond and the other company couldn't get anyone out to a meeting in time to quote.

#### Quote proposal

You are requested to bring a proposal to the Parish Council that will replace and renew the equipment in our Hampden Meadow play park. The following items will need replacement but we are looking at an entire park refresh.

- **Inclusive Roundabout**, this item is hard to turn, likely to be bearing issues, residents have commented that it is hard to turn/heavy.
- **Spin Post**, on our latest inspection, it was noted that there is insufficient ground clearance, at 30mm, and should be at least 60mm, it is also dropping overtime.
- **See Saw**, seats are cracked, inner mechanism exposed and accessible, head and torso entrapment in handles, doesn't meet current standards.

It was noted that the 3 swings (flat bed, cradle and nest) meet H&S standard and do not need removing or replacing.

Companies were informed that the budget was £30k to implement their vision for the playpark refresh. Companies were asked to quote for other new equipment that would fit within the footprint of the playpark and the potential budget.

#### Summary of the responses

**The full proposal and quote documents from both companies that responded have been sent to Council via email, it is worth noting that the document from company 1 is a lot larger, this document is not usually**



produced unless the project went to tender, our tender limit is £60,000 therefore this work did not go out to tender, and was done on a best value 3 quotes basis.

### Company 1 (quote) –

The design from company 1 can be found in appendix A.

1. Inclusive roundabout
2. 4-seater “falling star springer”
3. Four seat spring see saw
4. 1 person ground level trampoline
5. 1 x communication panel

For the 5 pieces of equipment listed above and associated costs such as the installation costs, safety surface, groundworks & landscaping and miscellaneous costs the total for this quote is:

**£29,696.43 ex VAT** (including a discount of £1,218.93)

### Company 1 additional information –

Company 1 have quoted to relocate the gate nearest to the inclusive roundabout, see details from the company below:

*The current standards around inclusive roundabouts have changed compared to older installations, meaning a larger safety area is now required. To accommodate this correctly, we have relocated the entrance gate and introduced a leading pathway to the item, ensuring the area remains fully accessible and compliant with current standards.*

### Company 2 (quote) –

The design from company 2 can be found in appendix B.

1. Squirrel springer
2. 4-seater flower see saw
3. Wheelchair roundabout
4. Triple agility stepping balance beam
5. Maze battle play panel
6. Sensory hexagons play panel
7. 3 x mushroom seats
8. Pull up bars

For the 8 pieces of equipment listed above and associated costs such as the installation costs, safety surface, groundworks & landscaping and miscellaneous costs the total for this quote is:

**£27,963.00 ex VAT** (including a discount of £2,013.70)

### Company 2 additional information –

Current Manufacturing Lead Time 8-10 weeks.

Re their wheelchair roundabout, they have not quoted to relocate the gate, see below:

*Extra pathway isn't necessary as there is already another gate access from the park plus the main entrance gate on Chapel Lane, so accessibility is as required. Our inclusive roundabout and surfacing will comply with the standards that it was tested to.*

### Additional information –

Both companies have quoted to supply and install new wetpour (safety surface).



### Office and Estates Team suggestion –

The office would suggest that the committee recommend that Full Council accept the quote from company 2, this is a company that the Council have worked with before, they are very local and have been quick to respond on site to any problems or queries in the past. As well as this, there are more items quotes, and these items look more appropriate for the ages of children we see at Hampden Meadow Playpark, and aesthetically they look more fun.

The office would also highlight that the H&S inspector for the Council has never advised any need to relocate the gate due to the accessible roundabout.

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### FINANCIAL CONSIDERATIONS

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- The total amount before you must go out to tender is £60,000
- In budget line 4435 Play Equipment, there is £30,000 budgeted for 26/27 (reworked budget to be approved at Finance Committee).
- It is suggested by the Estates Team that due to the age and condition (H&S standards) of the equipment in Hampden Meadow Playpark in comparison to Ashbrook Playpark that the budget should be focussed on Hampden Meadow Playpark for the 26/27. As for under £30,000 we could up to 8 new pieces of equipment, which would make it feel like a new park for considerably less money, and would ultimately reduce the amount of money needed to repair the play equipment.
- From 27/28 the budget for new equipment would be focussed on Ashbrook Playpark.

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### LEGAL AND OTHER IMPLICATIONS

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- Risk of reputational damage, if items had to be removed and weren't replaced in a prompt timescale.
- Risk associated with new equipment lifespan – equipment and safety surfaces are under warranty; the Council also unfortunately can't predict incorrect usage and vandalism.

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### PROPOSAL

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#### To resolve to:

- Recommend to Full Council that we waive the financial regulations requiring three quotes.
- Recommend to Full Council to accept the quote from company 2 for a total of £27,963.00 ex VAT and instruct the company to complete the works as quoted.

Appendix A – Company 1 design/proposal

# WITCHELL RECREATION GROUND

## WENDOVER PARISH COUNCIL

FALLING STAR SPRINGER

- 6 Play Values
- 4 Users
- Age 2+

FOUR SEAT SPRING SEESAW

- 4 Play Values
- 2 Users
- Age 1+

INCLUSIVE ROUNDABOUT

- 5 Play Values
- 4 Users
- Age 2+

WHEELCHAIR ACCESSIBLE

COMMUNICATION PANEL

- 4 Play Values
- 2 Users
- Age 1+

TRAMPOLINE

- 3 Play Values
- 1 User
- Age 3+

FALLING STAR SPRINGER

INCLUSIVE ROUNDABOUT

FOUR SEAT SPRING SEESAW

38 YEARS

OF MANUFACTURING EXPERIENCE

AFTER SALES

WARRANTIES

We incorporate a lifetime warranty for all metal posts, frames, pipes, HPL/ HDPE panels and decks

This drawing is an artistic representation of the proposed play area. Please refer to the 'major plan' for exact equipment location & numbering. Tel: 01938 523 260. Email: info@proaludic.co.uk. www.proaludic.co.uk. Area: Wendover, 48. Design: 2018.

Appendix B – Company 2 design/proposal



