

# WENDOVER PARISH COUNCIL

## Minutes of the Amenities Committee Meeting

17<sup>th</sup> January 2023 at 7:30pm

St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

**Present:** Councillors Stephen Worth (Chair), Sheila Bulpett, Julie Williams, Mark Standen, Sam Walker and Jennifer Ballantine.

**Absent:** Councillor Julie Lloyd-Evans

**Clerk:** Phoebe Sharps

**Members of Public:** 1

### 1. APOLOGIES FOR ABSENCE

**A22.093** Apologies were received from Councillor Diane Washington and were **ACCEPTED**.

### 2. DECLARATIONS OF INTEREST

**A22.094** None.

### 3. MINUTES

**A22.095** The minutes of the meeting of 20<sup>th</sup> December 2022 were **RESOLVED** as a true record and were signed by the Chair.

### 4. PUBLIC PARTICIPATION

**A22.096** None.

### 5. UPDATE REPORT FROM THE CLERK

**A22.097** The report presented by the Clerk was **NOTED**. The Council received an update on the pond railing, the grounds team will be adding a lower railing for the safety on small children this was **NOTED**. A question was asked by the Council about why the extra fire extinguishers could not be used by the Council it was **NOTED** that the grounds team had confirmed that there was no need for extra fire extinguishers and no space to store them, there would also be a cost for servicing the fire extinguishers as they have expired. The Council asked if there were alternatives to Contract Finder due to the difficulties slowing down the process, the chair of the open spaces working group asked for updates from the office. It was **NOTED** that a site visit has taken place regarding the cesspit, a quote will be sent through, and the office will get the correct number of quotes for the work, it was advised that work could not start until March due to the condition of the ground. It was also **NOTED** that the office will investigate the option to claim for the faulty cesspit. It was **NOTED** that the council asked if the office and grounds team can cost up staining the site safe.

### 6. FINANCE

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

**A22.098** – The payments to consider totalling £10,402.96 were **RESOLVED** and signed.

### 7. OPEN SPACES AND HAMPDEN POND

a) **Old Skatepark and London Road Allotments Clean-Up**

**To consider the quotes to hire equipment for the old Skatepark and London Road Allotments clean-up.**  
**A22.099** – The Council questioned the need for the digger, it was NOTED that the large quantities of green waste and the old metal shed required a digger to ensure the work is completed efficiently. It was NOTED that the office will make the London Road Allotment tenants aware of the work. It was **RESOLVED** to carry out work with the equipment required from quote 1.

**b) Flower Displays 2023**

**To consider the quote for flower displays in 2023.**

**A22.100** – It was NOTED that the office is going to get a quote for the 4 planters on Manor Waste, the office has been in contact with a community group in Wendover asking their interest in assisting with the planting. It was **RESOLVED** to accept the quote for flower displays for Summer and Winter 2023.

**c) Tree Maintenance**

**To note issues with the award of the tree tender and revise decision accordingly.**

**A22.101** – It was NOTED that the contractor has been the council's preferred contractor but there is no official document stating this, and this was a verbal agreement. It was NOTED that the office will look into drawing up a service level agreement for contractors who completed work for the council, this will be brought back to a future meeting. It was **RESOLVED** to accept the quote from the original contractor and schedule the works.

**8. OTHER MATTERS**

**a) 2023 Event Dates**

**To consider dates for 2023 events.**

**A22.102** –

It was **RESOLVED** to:

- Continue Annual Quiz in the same format.
- Delegate the organisation of, the Easter competition, Annual Parish Meeting, Annual Quiz and Halloween competition to the Estates and Events Manager.
- To agree to competition prize amounts.
- Hold Carols Around the Tree on Friday 15<sup>th</sup> December 2023, hire a band and organise new carol sheets.
- To hire a band for December LPM on 16<sup>th</sup> December 2023.
- Enter Buckinghamshire Vest Kept Village Competition.

It was NOTED to notify the bands that use of the council's gazebo will be weather dependant. It was NOTED that the council have asked the grounds team to clean bus shelters for the end of May. It was NOTED that the office will ask the grounds team about the large gazebo that has previously been used by the council to find out who owns this.

**b) Wendover Shed Tenancy Agreement**

**To consider the tenancy agreement and approve.**

**A22.103** – It was NOTED that the Council received an update on the new proposed location of the shipping container. It was NOTED that the Rifle Club tenancy agreement has a 5-year review period, the first review will be in October 2023 during this time the proposition of the car park being shared with Wendover Shed will be discussed. It was NOTED to ensure Wendover Shed have the access code to Hogtrough Allotments. It was **RESOLVED** to approve the contract for use with Wendover Shed, the contract was signed by both parties at the meeting.

**c) Family Fun Quiz/Quiz Launch Night**

To consider new quiz event.

**A22.104** – It was NOTED that Friday might be an ideal day for this event, the office will contact Wendover Youth Centre as they hold youth clubs on Fridays, it was also NOTED to ask if they want to be involved in the quiz. It was **RESOLVED** to authorise the office to explore and cost up different options for the quiz.

**9. ITEMS FOR NEXT AGENDA**

**A22.105** None

**10. DATE OF NEXT MEETING**

**A22.106** The next scheduled meeting of the Amenities Committee is 21<sup>st</sup> March 2023.

**11. CLOSURE OF MEETING**

**A22.107** As all business was transacted the meeting was closed at 8:17pm

Signed by  
Chair to the Amenities Committee

Date: 17<sup>th</sup> January 2023