



WENDOVER PARISH COUNCIL

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AMENITIES COMMITTEE AGENDA

Tuesday 17th January 2023 at 7:30pm

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

Committee Membership: Councillors Mark Standen, Stephen Worth, Jennifer Ballantine, Julie Williams, Diane Washington, Sam Walker, Julie Lloyd-Evans and Sheila Bulpett (ex-officio)

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.

AGENDA

1) APOLOGIES FOR ABSENCE

To consider any apologies for absence received.

2) 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.

3) MINUTES

To confirm the minutes of the meeting of 20th December 2022.

4) PUBLIC PARTICIPATION

A maximum of 3 minutes per speaker will be allowed.

5) UPDATE REPORT FROM THE CLERK

To receive an update on correspondence and actions from the Clerk.

6) FINANCE

To consider the list of payments.

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.

b) Flower Displays 2023

To consider the quote for flower displays in 2023.

c) Tree Maintenance

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

8) OTHER MATTERS

a) 2023 Event Dates

To consider dates for 2023 events.

b) Wendover Shed Tenancy Agreement

To consider the tenancy agreement and approve.

c) Family Fun Quiz/Quiz Launch Night

To consider new quiz event.

9) ITEMS FOR NEXT AGENDA

10) DATE OF NEXT MEETING

The next scheduled meeting of the Amenities Committee is 21st March 2023.

11) CLOSURE OF MEETING

Signed by *Andrew Smith*

Clerk to the Council

Date: 17th January 2023.

WENDOVER PARISH COUNCIL

Minutes of the Amenities Committee Meeting

20th December 2022 at 7:30pm

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

Present: Councillors Stephen Worth (Chair), Sheila Bulpett, Diane Washington, Julie Williams, and Mark Standen.

Absent: Councillor Julie Lloyd-Evans

Clerk: Phoebe Sharps

Members of Public: 1

1. APOLOGIES FOR ABSENCE

A22.076 Apologies were received from Councillor Sam Walker and Councillor Jennifer Ballantine and were ACCEPTED.

2. DECLARATIONS OF INTEREST

A22.077 None.

3. MINUTES

A22.078 The minutes of the meeting of 18th October 2022 were **RESOLVED** as a true record and were signed by the Chair.

4. PUBLIC PARTICIPATION

A22.079 A member of public gave an update on Wendover Shed and their project this was NOTED. It was NOTED by Council that the intention is to rebuild the water shed at Hogtrough Allotments and use that as a main base for Wendover Shed or perhaps as a community space. It was NOTED that this would have to be a separate proposal.

5. UPDATE REPORT FROM THE CLERK

A22.080 The report presented by the Clerk was NOTED with an additional update on the hedge at Little Hampden Close, Highways are cutting that back this week. Payments for tools update was that tools & equipment that are not council owned will be removed, the council will need to buy tools as and when needed, a bulk purchase of electrical connectors for the Christmas Event will be needed. It was NOTED that the Council has now received the signed lease for Haddington Playpark.

6. FINANCE

To consider the list of payments and sign cheques

A22.081 – The payments due to be paid were **RESOLVED** and signed.

7. OPEN SPACES AND HAMPDEN POND

a) Park Maintenance

To consider the purchase of new signs for all playparks with age restrictions and the estates email address as a contact point.

A22.082 – It was NOTED that a representative from the John Colet School had contacted the Council to recommend an age limit which would assist them when out patrolling the park. It was NOTED that

there was concern about excluding children from the parks. It was NOTED at Ashbrook Park there is equipment that will not have an age range. It was **RESOLVED** to order and install the new signs.

b) Tree Maintenance

To consider the quotes for tree maintenance and approve the required tree works.

A22.083 – It was NOTED that a question was asked by the Council about why quote 3 had been recommended. Current health and safety tree works are taking too long, the contractor for quote 3 has a bigger team, therefore work should be completed in a timely manner. It was **RESOLVED** to undertake work itemised in quote 3.

8. OTHER MATTERS

a) Christmas Event

To report on the Christmas 2022 celebration, decorations and consider a Christmas Event Working Group.

A22.084 – It was NOTED that Council had received feedback about overcrowding at the Christmas event. It was NOTED that we cannot close the High Street, it was **AGREED** to investigate using Budgens car park or Back Street. It was NOTED that a question was asked by the Council about why the event is held on a weekday not a weekend, this will be discussed by the working group. It was **RESOLVED** to create a Christmas event working group that will investigate decoration options and a full proposal and recommendations for the Christmas event. Cllr Washington will work with the Estates and Events Manager in the working group.

b) Freedom Parade

To consider the new date for the Freedom Parade in Wendover 2023

A22.085 – It was NOTED that the Council has received a list of responsibilities from the RAF for the Freedom Parade this will be in the January Amenities agenda. It was **RESOLVED** to agree to the new date.

c) Wendover Shed

To discuss due diligence needed to accept the final proposal from Wendover Shed about the use of the water shed in Hogtrough Allotments.

A22.086 – It was NOTED in the update from a member of public that the container would not be going on the base of the water shed at Hogtrough Allotments, as they will be proposing a project to refurbish the water shed. It was **RESOLVED** that Wendover Shed have the permission to site the shipping container at Hogtrough Allotments on the area of grass next to the rifle range once a peppercorn rental agreement has been signed, paying £1 annually. It was **RESOLVED** that Wendover Shed needs to obtain employers & public liability insurance and building insurance for the container. It was NOTED that at the start of the year a member from Wendover Shed will stake out the area where the container will be located with the Clerk or Estates and Events Manager present. It was NOTED that suitable supports for the container will be installed.

d) Water Sheds London Road Allotments

To consider the cost of water sheds for London Road Allotments and approve.

A22.087 – It was NOTED that the water sheds would be in London Road allotments and at the old skatepark for the use of CLAW. It was **RESOLVED** to make a bid for the Community Board Fund, in the case of no funding CLAW's water shed would be funded from their EMR.

e) Disposal of assets – Old hanging baskets

To consider the disposal of 14 old hanging baskets that are stored in Sidley's.

A22.088 – It was NOTED to offer the hanging baskets to the public if a local charity did not take them. It was **RESOLVED** to dispose of the assets.

f) Acquiring HS2 land after completion - Old cricket ground

To discuss the potential use of the old cricket ground as a car park or other community asset

A22.089 – The survey results from The Wendover Society were NOTED. It was **RESOLVED** to contact HS2 and ask what will happen to the land once the work is complete, and what the time scale for the work is.

9. ITEMS FOR NEXT AGENDA

A22.090 None

10. DATE OF NEXT MEETING

A22.091 The next scheduled meeting of the Amenities Committee is 17th January 2023.

11. CLOSURE OF MEETING

A22.092 As all business was transacted the meeting was closed at 8:30pm

Signed by
Chair to the Amenities Committee

Date: 20th December 2022

ITEM 5 – CLERKS REPORT

Hampden Pond

We are still enquiring about grants we could apply for to help with the cost of the work, we have received another quote for the work. Both contractors have informed us that work cannot proceed until late April/May due to weather conditions. The Grounds Team have installed railings around the deck at Hampden Pond this was first highlighted in the health and safety report by Ellis Whittham.



The Clock Tower clock and The Clock Tower

The clock was repaired just before the Christmas break, it was a great success to get this completed before New Year's Eve. An email was sent to the Amenities Committee on Friday 6th of January from the Estates and Event Manager to report the damage on The Clock Tower brickwork, located at the window High Street side.

Wendover Celebrates

Following the email sent to Wendover Celebrates by the Clerk please see the below response (red text is the response):

- Parish Council adopting the name and the artwork - (No problem after 31st Jan when we will cease to exist – although you should be aware there will be an ongoing cost if you want to continue the website in its current form) There has nothing been discussed so far but we would like to know if this is an option. (It is an option that will be entirely up to you)
- Fire extinguishers in the Ashbrook Site Safe - (As I have pointed out previously none of us have anywhere to house these fire extinguishers – if you have no use for them, I suggest they are disposed of)
- Returning damaged ground in Ashbrook Park to original state - (seeding will have the same effect – see earlier correspondence), turfing the area, probably at the end of March/April depending on weather. If you can supply the turf and some bags of topsoil, the Groundsmen will sort it out (We offered to buy a bag of seed, but we can purchase £80 worth of turf – it should also be noted that the whole of that area is in a state of disrepair with bare earth patch which was also why an extensive amount of seed was offered).



The Grounds Team have confirmed that there is no need for the Council to have the fire extinguishers from Wendover Celebrates, so we will dispose of them on behalf of Wendover Celebrates.

Open Space Working Group

Due to some technical difficulties, we are currently not able to post contracts on Contract Finder, therefore the tender for the skatepark was not loaded. We will miss the deadline at the end of January, but it should still be discussed at the March Amenities Committee meeting.

Bollards on Manor Waste

Before the Christmas break there was damage to one of the bollards on the Manor Waste (pictures below), the Estates and Events Manager contacted Budgens, but their CCTV does not cover that area. The Grounds Team have suggested that as it is not one of the bollards that gets removed then a repair/replacement is not high priority at this time.



One of the bollards at the top end of the Manor Waste that can be released and put into the ground was damaged up to a year ago (picture below), due to access to the Manor Waste for markets and other events the Grounds Team had to ensure this bollard is down whilst damaged.



The Grounds Team has suggested that as none of the other bollards have been damaged and don't need replacing, this is not high priority as the cost would be high. They have recommended that in the future all bollards that can be removed are replaced with the rubber bollards that are in place on the War Memorial side.



Ashbrook Park Cesspit

There seems to be a fault with the cesspit at Ashbrook Park, the cesspit should only need emptying once a year, and it was emptied on the 28th December, and was full 5 days later. We are in contact with 2 contractors who will be organising a site visit to investigate the fault and quote for repairs.

Site Safe Insulation

We are in the process of gathering quotes for spray foam insulation for the site safe on Ashbrook, the cold spell we had late last year meant that the temperature went down to -14 degrees and the condensation once the weather warmed up meant minor damage to some equipment in the site safe (see pictures below). The Grounds Team has also suggested rubber matting on the site safe floor for insulation purpose therefore we will be gathering quotes for this. This would likely be a week's work, with a shipping container needed to store the equipment from the site safe whilst the work goes ahead.





ITEM 7a – Old Skatepark and London Road Allotments Clean-Up

BROUGHT BY

Estates and Events Manager/ Grounds Team

SUMMARY

To consider the quotes to hire equipment for the old Skatepark and London Road Allotments clean-up.

PARISH COUNCIL BACKGROUND

The Grounds Team, CLAW and allotment tenants have been disposing of green waste in both London Road Allotments and the Old Skatepark Ground, over the last 12 months, we are now looking to clean-up this area and dispose of the waste.

As well as this the London Road Allotments had a metal shed which was damaged due to weather conditions, therefore the Grounds Team had to dismantle it, the materials from this shed will also need to be disposed of as they cannot be reused anywhere due to the state of damage.

The mini-Christmas trees will also be disposed of using this equipment.

BACKGROUND

The below quotes are for following equipment which would be hired for 2 days, and includes delivery and pick up:

- 3 tonne digger.
- 1 tonne high-tip dumper
- 2 12 yard skips

Quote 1 - £1,013.78

Quote 2 - £1,165.00

Quote 3 - £1,107.00

FINANCIAL CONSIDERATIONS

There is £1,500 in cost centre 4480 Misc – Materials & Tools to cover this cost.

LEGAL AND OTHER IMPLICATIONS

N/A

PROPOSAL OR UPDATE

To resolve to:

- Carry out work with equipment required from agreed quote.



ITEM 7b – Flower Displays 2023

BROUGHT BY

Estates and Events Manager

SUMMARY

To consider the quote for flower displays in 2023.

PARISH COUNCIL BACKGROUND

Parish Council agreed to contract out the supply and management of the flower displays in Wendover before this being contracted out the Grounds Team used to manage them. The biggest issue with the Grounds Team maintaining the flower displays was the volume of watering that is required during the summer months when the grass cutting tasks increase.

BACKGROUND

The quote/ proposal for displays for Wendover for Summer and Winter 2023 is below:

Columns in High Street

Rental inclusive of maintenance of **fifteen 450mm** Hanging Baskets for the Summer 2023 period only

£91.00 nett each or £1365.00 nett for the fifteen

Rental inclusive of maintenance of **fifteen 450mm** Hanging Baskets for the Winter 2023 period only

£91.00 nett each or £1365.00 nett for the fifteen

Note one of these baskets goes above the main window in the clock tower on the High Street.

Windowboxes Securely Strapped to Welcome Signs

Plant and maintain for Summer 2023 period only **four existing** 1200mm long x 250mm wide x 250mm high black fibreglass windowboxes securely fixed below the signs

£155.00 nett each or £620.00 nett for the four

Plant and maintain for Winter 2021 period only **four existing** 1200mm long x 250mm wide x 250mm high black fibreglass windowboxes securely fixed below the signs

£155.00 nett each or £620.00 nett for the four

Total Charge Summer 2023 - £1985.00 nett

Total Charge Winter 2023 - £1985.00 nett



FINANCIAL CONSIDERATIONS

4112 Floral Displays

LEGAL AND OTHER IMPLICATIONS

N/A

PROPOSAL OR UPDATE

To resolve to:

- Accept the quote for flower displays for Summer and Winter 2023.



ITEM 7c – Tree Maintenance

BROUGHT BY

Office team

SUMMARY

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

PARISH COUNCIL BACKGROUND

Amenities Committee approved a contractor for tree works on 20th December:

A22.083 – It was NOTED that a question was asked by the Council about why quote 3 had been recommended. Current health and safety tree works are taking too long, the contractor for quote 3 has a bigger team, therefore work should be completed in a timely manner. It was **RESOLVED** to undertake work itemised in quote 3.

DETAILS

A regular tree contractor was requested to undertake some immediate tree works because of health and safety risks and quote for less urgent work on other trees.

This contractor quoted the urgent and non-urgent work as one quote and was given the go ahead for the urgent works

There was an assumption by the contractor that this meant he had been given the entire works and was subsequently annoyed when we appointed the remaining works to another contractor and he is since claiming breach of contract.

The following letter was sent to the Events and Estates Manager (redacted where appropriate)

I am contacting you regarding your previous email.

It came as quite of a surprise to be informed that the Parish Council have chosen another contractor to finish the work i quoted for on the 16th of October 2022 after already accepting my quotation.

I was under the impression that my quotation had been accepted as the Parish Council had given me the go ahead to carry out the tree work along Heron Path.

I was informed that this part of the quote had to be carried out asap & the rest of the work was to be carried out in the new year.

I knew the Parish Council was obtaining three quotations for the work , but when i was informed to carry out the work along Heron Path i naturally assumed my quotation had been accepted.

Having spoken with yourself before Christmas regarding a date for Heron Path i mentioned in conversation that i would be setting a date for the rest of the tree work to be carried out in the new year.



Not at any point has the Parish Council made me aware that i was only to carry out the tree work along Heron Path & that another contactor was carrying out the rest of the work quoted for.

Had i been made aware of this the cost of the tree work along Heron Path would have been considerably more had it not been included alongside other tree work quoted for.

My quotations are itemised only to inform clients of a break down of costs, not to be cherry picked.

In accepting my quotation in October the council have entered into a legal binding contract with myself. I hope to complete the work i quoted for in October 2022

xxxxxxxxxxxxx i wish to resolve this matter amicably.

Whilst the initial instructions from the Clerk were very clear that this was to do 2 urgent tree works and quote for the rest of the works it is possible this has got misunderstood as we progressed.

The organisation who we were to offer the work have not been engaged and are aware there are other tenders and have been contacted to inform they are not getting the work for this quote.

FINANCIAL CONSIDERATIONS

If this was to go to court or some sort of dispute resolution, then this would significantly add to costs for professional advice.

The value of the contract is less than the value of the contract to the preferred supplier as price was not the sole consideration so this contract is cheaper.

LEGAL AND OTHER IMPLICATIONS

- Whilst the instructions to the contractor were clear we are in a he said/she said situation and the contractor has liaised with multiple members of staff over this contract
- The contractor has expressed a desire for an amicable outcome but also expressed an intent to follow legal redress.
- There is no redress from having to cancel our preferred contractor as we had not engaged and scheduled the works

PROPOSAL

To resolve to:

- Accept the quote from the original contractor and schedule the works



ITEM 8a – 2023 Event Dates

BROUGHT BY

Estates and Events Manager

SUMMARY

To consider dates for 2023 events.

PARISH COUNCIL BACKGROUND

Council put on multiple events and community engagement activities throughout the year, see the list below:

- Easter Competition
- Annual Parish Meeting
- Annual Village Quiz
- Halloween Competition
- Christmas Celebration/ Light Switch On
- Carols Around the Tree
- Band at December LPM

As well as this there is the possibility every year to enter the Best Kept Village Competition.

There has been an extra £3,000 added to the 23/24 budget in cost centre 4110 entertainments and events, this is for a summer event, (party in the park) this will likely be in line with the Kings Coronation.

BACKGROUND

Easter Competition, to consider hosting the village easter competition, prize worth £50.00.

Annual Parish Meeting, date has been set as 20th April 2023.

At the meeting we normally have:

- A guest speaker
- Committee Chairs to provide an update on activities within the last year
- Community Awards presented
- Grant recipients invited to attend to confirm how the grant funds have helped
- The Christmas Event beneficiaries confirm how they have used the donation

Annual Village Quiz, to consider continuing with the quiz in the same format. Alan Myers is happy to continue as the quiz master.

Halloween Competition, to consider hosting a Halloween competition. Previously we have had a drawing, baking, or carving competition. With a prize worth £50.00

Christmas Celebration/ Light Switch On, it was discussed in the Amenities Committee meeting on 20th December and was agreed for the Christmas Event Working Group to discuss date options, weekday or weekend etc.

Carols Around the Tree, to be in line with the date last year the date recommended would be Friday 8th December, new carol sheets will be required.



Band at December LPM, the December 2023 LPM date is Saturday 16th December 2023.

Party in the Park/Kings Coronation, this will be discussed at Full Council on 7th February.

Buckinghamshire Best Kept Village Competition, to consider entering the competition the entry fee is £25.

FINANCIAL CONSIDERATIONS

Events Expenditure budget line.

LEGAL AND OTHER IMPLICATIONS

The Council has the powers to provide fates and other events.

PROPOSAL OR UPDATE

To resolve 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.
- Agree to date of Carols Around the Tree, hire a band and organise new carol sheets, cost may be included.
- Agree for office to hire band for December LPM on 16th December 2023.
- Enter Buckinghamshire Vest Kept Village Competition.



ITEM 8b – WENDOVER SHED TENANCY AGREEMENT

BROUGHT BY

Amenities Committee

SUMMARY

To consider the following tenancy agreement and approve.

PARISH COUNCIL BACKGROUND

Amenities Committee approved locating the container to be used by Wendover Shed on 20th December.

A22.086 – It was NOTED in the update from a member of public that the container would not be going on the base of the water shed at Hogtrough Allotments, as they will be proposing a project to refurbish the water shed. It was **RESOLVED** that Wendover Shed have the permission to site the shipping container at Hogtrough Allotments on the area of grass next to the rifle range once a peppercorn rental agreement has been signed, paying £1 annually. It was **RESOLVED** that Wendover Shed needs to obtain employers & public liability insurance and building insurance for the container. It was NOTED that at the start of the year a member from Wendover Shed will stake out the area where the container will be located with the Clerk or Estates and Events Manager present. It was NOTED that suitable supports for the container will be installed.

Parish Council Committee approved the negotiations of the tenancy for approval by Amenities Committee:

PC22/336 The tenancy agreement with Wendover Shed was considered and it was **RESOLVED** to authorise the Amenities committee to work out the detail of the agreement with the Wendover Shed based on an allotment agreement.

Wendover Shed has seen a copy of this draft and agreed with it as set out in the following section:

DETAILS

TENANCY AGREEMENT FOR THE PARISH PIECE, HOGTROUGH LANE

THIS AGREEMENT made on the 17th January 2023

between **Wendover Parish Council**, (hereafter called the Council) and

Wendover Shed – [address and email]

(Hereafter called the tenant) by which it is agreed that:

- 1) The Council shall let to the tenant to hold as tenant from year to year a space to site a container on the land known as the Parish Piece, located at Hogtrough Lane, Wendover, HP22 6NJ (hereafter known as “the grounds”). This shall include the footprint of the container and a one metre surrounding border, as indicated in the appendix (hereafter known as “the premises”).



- 2) The tenant shall use the premises only for, the establishment of the Wendover Shed in line with the aims of Men's Sheds Association (menssheds.org.uk) and for the benefit of the residents of Wendover.
- 3) The tenant shall pay a yearly rent of **£1.00**. Rent shall be paid annually, with the first such payment due on the date of this tenancy agreement and on the seventeenth day of January thereafter. All invoices are due for immediate payment. If for any reason the invoice is not paid within 28 days of the invoice date a reminder will be sent out. If the rent remains unpaid for a period of not less than 40 days after the date of the invoice, the tenancy shall be automatically terminated.
- 4) The yearly rental is subject to annual review, a minimum of 6 months' notice shall be given to the tenant in the case of any rent increase.
- 5) The tenancy may be terminated by either party to this agreement serving on the other not less than twelve month's written notice to quit expiring on or before the 1st day of January or on or after the 1st day of July in any year. On termination of the contract the tenant shall undertake one of the options below. The Council will agree with the tenant on termination as to which of the options, a or b are required:
 - a) Assign ownership of the premises to the Council, removing any contents that will not be assigned to the Council or
 - b) Remove the container and return the land to its original state
- 6) The tenant shall be based within the parish of Wendover during the continuance of the tenancy.
- 7) The tenant shall keep updated the following documents, and lodge copies with the Council. Further they shall notify the Council when they are renewed:
 - a) Public liability insurance, building/contents insurance and employers' liability, if appropriate
 - b) The risk register and risk assessments, which should cover where appropriate:
 - i) COSHH documentation
 - ii) Electrical Safety
 - iii) Lone Working
 - iv) Safeguarding policy and DBS checks
 - v) Emergency/Incident planning
 - vi) PUWER as it applies
 - c) Any licenses required by the activities of the group
- 8) The tenant shall during the tenancy carry out the following obligations:
 - a) The premises (for the avoidance of doubt this includes the 1 metre surround) will be kept clean, decent and in good condition; the premises must be kept free of hazards, including (but not exclusively) surplus materials, general litter, broken glass, tyres, or scrap metal.
 - b) Storage of all equipment and materials should be within the physical building unless specifically agreed in writing by the council
 - c) Ensure all chemicals must be locked away and kept in their original containers.
 - d) Ensure any chemicals used are not included in household rubbish, burnt, placed in skips or poured into any kind of drain or watercourse.
 - e) The tenant shall ensure the rest of the grounds, including the allotments and other tenants remains accessible to residents of Wendover and no form of exclusive possession by the tenant of the premises is to be inferred from the grant of this tenancy.
 - f) At all times care and consideration shall be taken as to the visual amenity of the entirety of the property and its situation in the grounds. No wholesale landscaping or land modification shall be undertaken without first giving written notice to the Council.
 - g) No nuisance or annoyance shall be caused by the tenant to the Council, it's staff and officers and other tenants on the grounds.
 - h) No livestock or poultry of any kind shall be kept within the premises.
 - i) Dogs may be brought into the premises if kept under control and on a lead whilst the owner is working in the premises. Any mess left by the dog must be cleared up by the owner and placed



in a suitable waste receptacle. If a dog is deemed to be causing a nuisance, it must be removed from the grounds.

- j) The tenant shall not assign the tenancy nor sub-let or part with the possession of any part of the property. Please do not pass on your agreement to anyone or sign an agreement for someone else as this will not be upheld by the Council.
- k) The tenant shall not erect a fence, building or other permanent structure on the grounds, without first obtaining the written consent of the Council;
- l) The tenant shall permit the inspection at all reasonable times of the premises by any officer of the Council;
- m) The tenant shall not obstruct or permit the obstruction of any of the paths set out for the use of the other tenants of the grounds;
- n) The tenant shall not extend the borders of the area leased to them.
- o) The tenant shall NOT have a bonfire anywhere within the grounds. The Tenant must not deposit, or allow other persons to deposit, within the confines of the premises, any refuse or decaying matter. The tenant is responsible for removing all other waste which should be taken home or to the tip to dispose of.

<https://www.buckscc.gov.uk/services/waste-and-recycling/locations/aston-clinton/>

- 9) The Council shall pay all taxes, dues or other assessments which may at any time be levied or charged upon the grounds.
- 10) If the tenant shall have been in breach of any of the foregoing provision of the Agreement for a period of one month or longer the Council may re-enter upon the premises and the Tenancy shall thereupon come to an end but without prejudice to any right of the Council to claim damages for any such breach or the costs of returning the premises to its prior condition or to recover any rent already due before the time of such re-entry but remaining unpaid.
- 11) Any notice required by this Agreement to be given to the Council shall be delivered to or sent by post or email to the Clerk of the Council and any notice to be given to the tenant shall be treated as sufficiently served if emailed, left at or delivered by recorded delivery post at the address at the head of this Agreement.
- 12) Council will be responsible for grass cutting the grounds and paths outside of the premises during grass cutting season so it would be appreciated if you could ensure access is kept clear at all times.
- 13) Quarterly Inspection Checks on the premises will be made by the Council every year (or more often at the sole discretion of the Council).

Clerk to the Council

Tenant

..... Signature)

..... Signature)

NAME: Andy Smith

NAME:

DATE:

DATE:



FINANCIAL CONSIDERATIONS

There will be costs should the land be returned to previous state and ongoing costs should the council take possession of the premises, however these are not expected

LEGAL AND OTHER IMPLICATIONS

- Standard due diligence should be performed (insurance and risk assessments)
- As the premises is in a remote location and will potentially have vulnerable adults attending, we have had risk assessments provided to the office by Wendover Shed
- There also needs to be consideration of what happens to the container should the group cease operations and siting the container

PROPOSAL

To resolve to:

- Approve this contract for use with Wendover Shed
- Recommend that Parish Council approve and sign the contract



ITEM 8c – Family Fun Quiz/Quiz Launch Night

BROUGHT BY

Estates and Events Manager

SUMMARY

To consider new quiz event.

PARISH COUNCIL BACKGROUND

The Council runs an Annual Village Quiz, with Alan Myers as quiz master and some Councillors helping with scoring and time keeping. The quiz is very well attended and has a loyal and regular following, and the format has been a similar for several years.

BACKGROUND

To include a wider demographic from Wendover we would like to propose a one-off Family style quiz night the week before the Annual Quiz would start, this would hopefully be popular with families with younger children.

The idea is to also link this with the Annual Quiz and use it as a launch night, having the draw of the first-round matches at the end of this quiz night.

FINANCIAL CONSIDERATIONS

The hope is to include the venue costs in the costs for the Annual Quiz venue.

Any further costs for a quizmaster/company would come out of 4110, entertainment and events.

LEGAL AND OTHER IMPLICATIONS

N/A

PROPOSAL OR UPDATE

To resolve to:

- Authorise the office to explore and cost up different options.