

THE IVERS PARISH COUNCIL

MINUTES OF A MEETING OF THE AMENITIES HELD ON 9th SEPTEMBER AT 6.00PM VIA ZOOM CALL

Present: Councillors Ann Mayling (Chair), Wendy Matthews, Chris Jordan, Arun Gaur, Peter Stanhope and Kevin Brown

In attendance: Margaret Wilson (Assistant Clerk), Stephanie Bennett (Clerk), Councillors Carol Gibson and Julie Cook, and 2 members of the public.

A.028/20 APOLOGIES FOR ABSENCE

None were received

A.029/20 DECLARATIONS OF INTEREST

None were received.

A.030/20 PUBLIC PARTICIPATION

No questions or addresses were received

A.031/20 MINUTES

RESOLVED that the Minutes of the Council held on 15th July 2020 be agreed and signed by the Chair.

A.032/20 CHAIRMAN'S ANNOUNCEMENTS

The Chair was pleased to report that the Covid-19 Risk Assessments for the Iver Heath and Jubilee Pavilions are being produced. The Parish Council was hoping to start looking into opening the Pavilions for small activities such as the Seniors coffee mornings but with the latest Government's guidelines of no more than up to 6 people allowed to meet that will not be possible. It was proposed that up to 6 people per session activities could be considered. The Assistant Clerk suggested using disposable plastic chair coverings for upholstered chairs as it will be easy to remove and replace in between uses. The Chair also suggested using Bucks Business First as they are happy to promote the Pavilions meeting rooms as businesses are struggling to find safe spaces for meetings. The Chair advised that Item 12. on the Agenda, Committee Priorities – Discussion paper will be discussed at the end of the meeting.

A.033/20 DOOR AUTOMATION FOR THE IVERS PARISH COUNCIL'S OFFICES

The Assistant Clerk circulated 3 quotations received for automation of front door at the Parish Council's offices. The Chair reported that this item will be discussed at the next Policy & Finance meeting. However, it was acknowledged that the Parish Council supports anything that improves disabled access in any of their venues, and that the Amenities committee are fully supportive of any improvements that makes the Council's buildings more disabled friendly. It was pointed out that although wheelchair users and people with limited mobility can access the hub, the doors to the hub are not automated,

so reviewing door automation will enable disabled people to access the front entrance to the offices without having to reply on members of staff. It was

RESOLVED that the quotations be taken to the Policy & Finance meeting for discussion to be held on 23rd September 2020.

A.034/20 REPLACEMENT FOOTBALL NETTING AT THE IVER HEATH RECREATION GROUND

The Assistant Clerk circulated 3 quotations received for replacing one of the football netting at the Iver Heath Recreation Ground. The Chair reported that it was difficult to decide based on the information circulated as the range of recommended specification and prices indicated that the Parish Council would need a specific specification. The Assistant Clerk reported that 2 of the suppliers said that both 100 and 120 mesh netting were standard netting for footballs, and another supplier quoted a 50-mesh netting confirming that this mesh size covers all eventualities for different types of balls used at the recreation ground. Following discussions, it was

RESOLVED that the Assistant Clerk obtain 3 comparable quotes for 50, 100 and 120 mesh netting, whether price includes removal and disposal of netting and work guarantees; look at the short and long term needs of the football netting including the frames and bring this item back to the next Amenities meeting for discussion.

A.035/20 RISK ASSESSMENTS

a. To consider and adopt the following risk assessments:

Iver Heath Recreation Ground

Iver Recreation Ground

The Clerk reported that Risk Assessments were done by the Clerk and the Deputy Groundsman. However, Parish Councillors should bring to the Officers attention of any defects or issues identified in the wider community. Risk Assessments are a big undertaking, and the plan is to get the Risk Assessments completed by Christmas. These rolling Risk Assessments will then be under constant review. By next May, strategic improvement plans will be in place and high important tasks will have been started. Following discussions, it was

RESOLVED to adopt Risk Assessments.

A.036/20 UNAUTHORISED USE OF PAYABLE SERVICES

The Clerk reported that complaints had been received from paying Users that unauthorised use of pitches at the Recreation Grounds have been taken place. In the past there had been the occasional use, but it has been more noticeable during the lockdown. This was overlooked during this period, but there are still a few organised teams using the pitches. Following discussions, it was

RESOLVED that the Clerk to arrange signage at the Recreation Grounds to advise that the use of the Parish Council's pitches need to be paid for, but that the use of the general non-pitch areas can be used.

A.037/20 ALARMS

The Clerk asked the Committee whether they wanted keyholders to be contacted in

emergencies as none of the intruder alarms at the Parish Council's properties have any handling or outcall. On a recent incident, the alarm at the Jubilee Pavilion went off and no one reported this to the Parish Office. On re-setting the alarm it was discovered that the battery had gone flat. Following discussions, it was

RESOLVED that Parish Councillor volunteers would be the keyholders for the premises and that the Clerk to put together a proposal to put Councillors on a Rota to cover emergency out of hours callouts.

A.038/20 **CCTV**

The Clerk reported that following investigation of CCTV cameras, a quotation was given which was previously circulated to the Committee, to repair 2 faulty cameras, one at the Jubilee Pavilion and one at the Groundsmen's Workshop. Following discussions, it was

RESOLVED that Cllr. Peter Stanhope to have discussions with the CCTV contractor to clarify some technical issues, but in principle the Committee agreed to the spend.

Cllr. P Stanhope left the meeting.

A.040/20 **THE MUD WHARF PROJECT**

The Assistant Clerk reported that following a zoom meeting with Tom White, Project Manager (Colne Rivers) Groundwork South, Matthew Hartgrove, Groundwork South, Cllr. A Mayling and the Assistant Clerk on 26th August 2020 to discuss the funding secured for the non-native species works at the Iver Mud Wharf, Tom White provided information which was circulated to the Committee about the Colne Valley Regional Park's (CVRP) invasive species projects and how CVRP's existing wider project will be incorporated with The Iver Parish Council's Mud Wharf project. In order to proceed with the non-native invasive works at the Mud Wharf, Tom White has requested that a non-invasive species survey and Management Plan be undertaken. The invasive species survey will need to be undertaken in order to log the location of all invasive species on site. The Management Plan will outline the steps required to control them. The cost for this part of the project works is £1,500.00 to be taken from the secured £8,000.00 mitigation funding for the Mud Wharf. Once the surveys have taken place Tom White hopes to have the Management Plan completed by the end of October 2020. Following discussions, it was

RESOLVED that the CVRP to proceed with the non-native invasive species survey and Management Plan and to release the sum of £1,500.00 to carry out these works.

A.041/20 **GROUNDWORK**

A written report prepared by Matthew Hartgrove was circulated to the committee. Following discussions, it was

RESOLVED that the report be noted.

A.042/20 **REPORT FROM GROUNDS TEAM**

A written report prepared by the Deputy Groundsman was circulated to the committee. Once again, the committee were very happy with the level of details in the report. Following discussions, it was

RESOLVED that the report be noted.

A.043/20 FINANCE

The committee considered the finance documents presented. Following discussions, it was

RESOLVED that the report be noted.

A.039/20 COMMITTEE PRIORITIES – DISCUSSION PAPER

The Chair circulated a discussion paper as a starting point to assist the Committee to consider the challenges and opportunities it faces and to set out the priorities for operational activity and improvement and development activities. These priorities will then be incorporated into a short-term strategy to take the Committee to May 2021 with a budget in place to March 2022; and a longer-term outline strategy that the new Council can consider as part of its initial deliberations. The Chair suggested about requisitioning Thorney Park, and Cllr. W Matthews said that the Parish Council did try some years ago, but Buckinghamshire Council declined at the last minute. The Chair confirmed that the Parish Council have a Management Plan for the green spaces but no equivalent strategic plan for capital assets; that the Parish Council have opportunities to develop revenue and plans for venues on top of current success (eg Children’s parties, clubs, etc); and to look at possible funding to set up a coffee shop via a funding stream. The Chair reported that she has been looking at how we can look at buildings and identify opportunities for residents to use buildings to increase revenue. Cllr. A Gaur suggested that maybe a Parish Councillor can take one project each to review and then bring the item back to the next meeting. Both Cllrs. A Gaur and K Brown offered to take a project on. Following discussions, it was

RESOLVED that the Chair to draft a template for preparing a strategic plan for each location to be circulated to the Committee for discussion.

A.044/20 PRESS RELEASES/WEBSITE

The Council requested that the following media releases be prepared for approval by the Chair:

1. Payable Services Signage
2. Mud Wharf Project

The meeting finished at 7.42pm

Signed Chairman

Date