

THE IVERS PARISH COUNCIL

**MINUTES OF A MEETING OF THE AMENITIES HELD ON 18th NOVEMBER 2020 AT 6.00PM
VIA ZOOM CALL**

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

In attendance: Margaret Wilson (Assistant Clerk), Stephanie Bennett (Clerk), and Councillor Carol Gibson

A.045/20 APOLOGIES FOR ABSENCE

None were received

A.046/20 DECLARATIONS OF INTEREST

None were received.

A.047/20 PUBLIC PARTICIPATION

No questions or addresses were received

A.048/20 MINUTES

RESOLVED that the Minutes of the Council held on 9th September 2020 be agreed and signed by the Chair.

A.049/20 CHAIRMAN'S ANNOUNCEMENTS

The Chair reported that someone in the Community is interested in working as a volunteer at St Peter's Churchyard to carry out some ground maintenance work, and that the Assistant Clerk is in discussions with the Volunteer who is already helping some families maintain their memorials there. The Chair confirmed that the Volunteer will sign the Parish Council's Volunteer policy form and be covered under our insurance.

A.050/20 THE IVERS PARISH COUNCIL ROLLING STRATEGIC PLAN

The Chair circulated a report following the Amenities Working Group meeting held on 5th October 2020, which was a starting point to identify the Amenities Committee's liabilities for this year; projects that need more work on; to identify more potential projects that may come along and to look at the items of work outstanding in this financial year. Potential projects identified in the meeting for discussions were: hotdesking, community pathways, fitness at recreation grounds, tree work and cultivation. The Chair pointed out that one priority the Committee would need to look at is allocating a budget for addressing Health & Safety issues that are raised. The Chair confirmed the Assistant Clerk is awaiting a response to a funding request for work on replacing the path which was submitted some time ago. A separate project will be initiated and funding sought for the drainage work at the south east corner of the Iver Recreation Ground. That will be another big project for the Amenities Committee to review. Cllr. A Gaur is looking at hotdesking opportunities and Cllr. P Stanhope is putting together details for a fitness path at the Iver Heath

Recreation Ground with a view of looking at funding from the Community Board.

Following discussions, it was

RESOLVED that the decision around the funding application for the Fitness path be discussed and delegated to the Amenities Working Group.

A.051/20 CYCLE RACKS

The Chair reported that a recent Active Travel plan prepared by a working group convened by Cllr. C Jordan recommended the provision of cycle racks to encourage cycling within The Ivers Parish area at both Recreation Grounds in Iver and Iver Heath. Funding will be sought from Heathrow Villages Fund and the Community Board Health and Wellbeing fund. Heathrow have offered to contribute a one-off sum of £200.00 from their Heathrow Villages Fund (which is now closed) towards the cycle racks. There is little difference in pricing between on-line suppliers, and it is proposed that the Sheffield cycle racks costing in the region of £450.00 excluding VAT be purchased from Barriers Direct who also offer installation in the Ivers area.

RESOLVED that the Amenities Committee purchase one set of stands for the Iver Recreation Ground immediately from Barriers Direct at a total cost of £450.00 to secure the £200.00 funding from Heathrow; that the remainder cost to the Amenities Committee for the cycle racks will be £250.00 and that an application for the second cycle racks at Iver Heath Recreation Ground to be made to the Community Board Health and Wellbeing fund.

A.052/20 REPLACEMENT FOOTBALL NETTING AT THE IVER HEATH RECREATION GROUND

The Assistant Clerk circulated 3 revised comparable quotations for the replacement of the football netting in 3 netting sizes.

Following discussions, it was

RESOLVED to proceed with the quotation from Supplier 1 at a price of £1849.00 plus VAT and to go with the netting size of 120 x 120 x 3.00mm as recommended by Supplier 3 as this netting size is less dense thus putting less strain on the posts and post foundations.

A.053/20 RISK ASSESSMENT

The Assistant Clerk circulated a draft copy of the Covid19 Secure risk assessment. Cllr C Jordan asked if temperature testing was being carried out when people visit the Parish Offices and whether this should be included in the Risk Assessment. No temperature testing is being carried out, but if a hirer books a venue post Covid-19, then it might be prudent to include it in the risk assessment that people check their temperatures before entering the premises.

Following discussions, it was

RESOLVED to note the Risk Assessment and review again at the next Amenities meeting; obtain prices for a thermometer and check guidelines on temperature testing with Community Impact Bucks/Acre and Buckinghamshire Council.

A.054/20 DEFECTIVE SHOWER BLENDING VALVES AT THE IVER HEATH PAVILION

The Assistant Clerk circulated 3 quotations received for the replacement of the defective shower blending valves in the Referee's changing room at the Iver Heath Pavilion. Following discussions, it was

RESOLVED that the Assistant Clerk to proceed with the order with Supplier 1.

A.055/20 REMOVAL OF THE ROCKER-AGITO AT THE IVER RECREATION GROUND

The Assistant Clerk reported that the manufacturer of the Rocker-Agito has advised that parts are no longer available for this equipment and recommended that the equipment is fully removed from site, disposed of and the surfacing patched over. The cost for these works is £850.00 plus VAT. An indicative price of £2,000.00 for the removal of the Rocker-Agito was also given by another playground contractor.

Following discussions, it was

RESOLVED that Cllrs K Brown and P Stanhope would carry out the works and that they are to liaise with the Assistant Clerk prior to the removal of the equipment.

A.056/20 VANS |

The Clerk circulated a vehicle specification which was based on the Grounds Team's specification and needs along with a draft invitation to tender

RESOLVED that the 2 vans are replaced as per specification with the tender process commenced as soon as possible

Commented [C-IPC1]:

The Clerk reported that the Parish Council's Vans are very visible in the Community and recommended that the Parish Council's telephone number, website address, logo of The Ivers and a statement on the lines of "working to keep The Ivers safe" should be on the vans.

RESOLVED that Councillors to submit ideas of information they would like to see on the vans to the Clerk who will get quotations from appropriate sign writers.

A.057/20 IVER HEATH CCTV SYSTEM

The Clerk circulated a draft invitation to tender for a new external CCTV system for Iver Heath Pavilion and Recreation Ground along with a CCTV specification. The CCTV specification is intended as a guide for potential tenderers to understand what the Parish Council is seeking as a minimum.

RESOLVED that the Clerk to proceed with the Tender document for a new external CCTV system.

A.058/20 IVER HEATH ALLOTMENTS

The Clerk circulated a report to bring the Amenities Committee up to date with the work undertaken so far and the work still to be actioned at the Iver Heath Allotments. Over the years the drainage ditches have not been maintained and are overgrown. As a priority, clearance work has been undertaken using a third party with the assistance from the Grounds Team. Once the work is completed, the Grounds Team will include twice yearly clearance of all drainage ditches in their programme of works. The urgent tree works have been completed and the asbestos on site to be managed in-house by fencing the area off and mark as 'hazard-keep out'; and move the straw pile to the area to be fenced

off to add an additional protective layer over the asbestos. The report also includes recommendations to clear the waste on site; improve the track and pathways and request that the Amenities Committee consider improvements as part of their strategic planning such as improving the car park and making disabled accessible allotment plots available in the future.

RESOLVED that the report be noted and that the Amenities Committee were happy with the suggestions with all the proposals made in the report including the actions to deal with the Asbestos on site.

A.059/20 THE MUD WHARF MANAGEMENT PLAN

The Assistant Clerk circulated the Mud Wharf Management Plan received from Tom White, Project manager (Colne Rivers), Groundwork South. The costs for Years 1 and 2 are covered from the remaining funds. It was noted from the report that no Japanese Knotweed was found on the land owned by The Ivers Parish Council, but that there was a large amount found on adjoining land.

Following discussions, it was

RESOLVED that the report be noted; Groundwork South to proceed with the works and the Clerk and Assistant Clerk to produce a Japanese Knotweed Strategy for Swan Meadow, Hardings Row and the Iver Mud Wharf.

A.060/20 GROUNDWORK SOUTH

A report on the projected revenue budget costs for the Conservation works at Swan Meadow, Hardings Row, Iver Mud Wharf and the Iver Allotment Wildlife area for 2021/2022 was circulated from Groundwork South. In addition to the revenue budgets costs, Groundwork also submitted costs for additional works for some of the improvement works set out in the management plans for each site. Following discussions, it was

RESOLVED to agree the budgets submitted for the Conservation works plus the additional costs for the improvement works; to go with the option of weed spraying at all 9 mounds at Swan Meadow and for Groundwork South to confirm the areas of Japanese Knotweed to be treated at Hardings Row.

A written report prepared by Matthew Hartgrove was circulated to the committee.

Following discussions, it was

RESOLVED that the report be noted and that thanks be given to Matthew Hartgrove for the regular updated reports sent to the Amenities Committee.

A.061/20 REPORT FROM GROUNDS TEAM

A written report prepared by the Deputy Groundsman was circulated to the committee. The Committee requested that the format for future reports from the Grounds Team be reviewed to include highlighting tasks undertaken which are not recurring daily; showing ad hoc, one-offs and tasks related to project support; a separate list of defects identified, outstanding and action delivered on a rolling 12 week plan and to show a list of tasks accumulated for completion over the autumn/winter/spring seasons. Following discussions, it was

RESOLVED that the report be noted and the Clerk to arrange a reviewed report

A.062/20 FINANCE

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

RESOLVED that the report be noted and an informal meeting to be held on Monday 30th November 2020 to finalise inclusions in the draft Budget for 2021/2022 and the EMR projects.

A.063/20 PRESS RELEASES/WEBSITE

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

1. Installation of the Cycle Racks at the Iver Recreation Ground.
2. The Iver Mud Wharf project.
3. The removal of the Rocker-Agito.

The meeting finished at 8.06pm

Signed Chairman

Date

DRAFT