

## THE IVERS PARISH COUNCIL

### MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD ON 22nd MAY, 2019 AT 7.30PM IN THE MEETING ROOM, COUNCIL OFFICES, IVER PARISH COUNCIL.

**Present:** Councillors Ann Mayling, Chris Jordan, Chris Woolley, Reg Gould, Nigel Harlow, Bill Lidgate

**In Attendance:** Margaret Wilson (Assistant Clerk), and Councillors Carol Gibson and Geoff Bennett

**Minutes taken by:** Margaret Wilson

In accordance with the Standing Orders of Iver Parish Council, Cllr. Ann Mayling as the outgoing Chairman chaired the first item for election of the new Chairman

#### **1. ELECTION OF CHAIRMAN**

Cllr. Ann Mayling asked for nominations for Chairman. Cllr. Ann Mayling was proposed by Cllr. Chris Jordan and was seconded by Cllr. Chris Woolley. There were no other nominations. It was:

**RESOLVED: that Cllr. Ann Mayling be elected as Chairman for the forthcoming year.**

#### **2. ELECTION OF VICE CHAIRMAN**

Cllr. Ann Mayling asked for nominations for the position of Vice Chairman. Cllr. Chris Woolley was proposed by Cllr. Reg Gould and was seconded by Cllr. Chris Jordan. There were no other nominations. It was:

**RESOLVED: that Cllr. Chris Woolley be elected as Vice Chairman for the forthcoming year.**

#### **3. APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Cllr. W Matthews and Cllr. J Bryson was on agreed leave of absence.

#### **4. DECLARATIONS OF INTEREST**

None

#### **5. THE MINUTES**

To confirm as correct the minutes (previously circulated) of the meeting held on the 20<sup>th</sup> March 2019, and to authorise the Chairman to sign the same. It was:

**RESOLVED: to sign the minutes as a correct record of proceedings.**

#### **6. CLERK'S REPORT**

a) Legionella testing

The Assistant Clerk reported that the Annual Legionella testing is due to be carried out in August 2019. The contractor has kept the unit price the same as last year but has included both the Groundsmen's Workshop and the new Parish Council's offices in the quotation. The total cost for the testing is £325.00 plus VAT.

b) Sign boards for Iver Heath Copse

The Assistant Clerk reported that an order has been placed for 4 signs to be installed at the Iver Heath Copse. The total cost for the signs and artwork is £397.00 plus Carriage and VAT.

c) Outdoor case for Defibrillator at Iver Recreation Ground

The Assistant Clerk reported that the Defibrillator purchased from funding given by South Bucks District Council has now been received. Before the Defibrillator can be installed an outdoor case had to be purchased. An order has now been placed and the cost for the outdoor case is £495.00 plus VAT. The Assistant Clerk also reported that there will be an additional cost for the services of an Electrician to install the defibrillator at the Jubilee Pavilion.

The Assistant Clerk reported that two more items came in after the agenda was produced that needed to be reported to the committee. "The Ivers Volunteers at Work" with the support of the Iver Heath Residents Association has entered Iver Heath into the 2019 Buckinghamshire Best Kept Village competition. They have proposed to tidy up the redundant bus stop on Church Road and will fix some trellis and plants around it. The Parish Council was made aware of this and are happy for the Volunteers to do this providing that they maintain the plants during the summer and then remove all materials at the end of the summer.

It was reported to the Parish Council office that horses were grazing at the Hardings Row field. It was confirmed to the Assistant Clerk that the horses belonged to the leaseholder of Woodlane Stables, who requested again the use of the field for his horses. Following discussions, it was decided that a letter be sent to the leaseholder to remove the horses and to re-enforce the Committee's previous resolution to rest the field for a year. A full review of Hardings Row field will be discussed at the next Amenities meeting to be held on 10<sup>th</sup> July 2019.

## **7. CHAIRMAN'S REPORT**

a) Iver Heath Pavilion – update

The Chairman reported that plans have been drawn up and a schedule of works prepared for use with contractors. Cllr. G Bennett has contributed significantly in the planning process and has been asked to continue giving his input as the project continues. It is hoped that the budget will cover upgrading the heating and plumbing, fitting of fire alarms and essential safety works, and replacing the shower block. The Chairman is in discussion with McAlpine about providing some support with the refurbishment and will be meeting with them on site.

b) Flooring issues at the Jubilee Pavilion – update

Delaford Colts F.C. have reported that water is collecting around the shower area and not draining properly. An inspection showed that part of the floor does not have enough drop for water to run off. Also, the flooring issues may

arise from the wooden sub-floor sinking and to confirm this the entire area would have to be taken up. The Chairman proposed in the short-term to purchase some matting as used in leisure centres which costs approximately £350.00 and has anti-bacterial and anti-fungal protection. As part of the Parish Council's cleaning regime at the Jubilee Pavilion the Groundsmen can lift the mats and clear away any standing water. Following discussions, it was:

**AGREED: to purchase some matting for the shower area in the Home Teams room.**

- c) Maintenance of St Peter's Churchyards – Groundsmen's time  
The Chairman reported that a review of the Groundsmen's time has been undertaken, and from the findings it is clear that a significant number of hours are spent on the maintenance at the Churchyards. Further reviews are being undertaken to understand how the Groundsmen can work differently to reduce the huge number of man hours at the Church but keep the churchyard in an acceptable condition.
- d) New Car Park at the Iver Recreation Ground – update  
The Chairman reported that the main construction work has now been completed within the 3-week period agreed. However, there are still some remaining work to be done and it is hoped that this will all be completed by the end of summer.

## **8. LARGE TRAMPOLINE AT IVER RECREATION GROUND**

- a) Quotation received for repairs to Trampoline  
The Assistant Clerk circulated a quotation received for the sum of £3153.00 to supply a trampoline mat only plus carriage and VAT to replace the damaged trampoline at the Iver Recreation Ground. Following discussions, it was:  
**AGREED: to proceed with an order to replace the trampoline mat.**

## **9. BMX TRACK AT IVER RECREATION GROUND**

- a) Replace or refurbish.  
The Assistant Clerk circulated the previous quotations for the refurbishment and maintenance costs received last year for the BMX track as the Contractor was unable to submit updated quotations prior to the meeting. Cllr B Lidgate suggested contacting a resident previously involved in the installation of the BMX track for advice and possible contacts to obtain funding for the maintenance of the track. Following discussions, it was:  
**AGREED: that the Assistant Clerk will contact the resident and bring this item back to the next Amenities meeting.**

## **10. CABLE WORK AT IVER RECREATION GROUND**

The Chairman reported that a meeting was held with Palmac Electrical Services Ltd who provided a more detailed explanation of their report to install mains cabling renewals at the Iver Recreation Ground. In addition to the first report, Palmac were asked to visit the site and supply a further quotation to carry out necessary civils works to allow the installations of all new cables, and to ensure all safety issues are addressed. The sum for the cabling and associated

distribution equipment is £10,056.03, and the sum for the civils works is £5,874.00. The total price for the works is £15,930.03 plus VAT. Following discussions, it was:

**AGREED: to proceed with the electrical services works with Palmac Electrical Services Ltd for the total sum of £15,903.03 plus VAT.**

## **11. CLOTHING BANK**

The Assistant Clerk circulated an email that was sent to the Parish Council Office requesting a possible location in the Ivers for a charity's textile recycling bank. Following discussions, it was:

**AGREED: that the Assistant Clerk would write back to the Charity thanking them for their enquiry, and to advise that the Parish Council has no suitable space available for a recycling bank in Iver now. However, the Amenities Committee will keep the Charity's details on their records in case some space becomes available in the future.**

## **12. GROUNDWORK**

### a) Groundwork report

A written report prepared by Matthew Hartgrove was circulated to the committee. The Chairman reported that the works due to be carried out by Groundwork at the Mud Wharf on the report had to be cancelled until further notice due to the on-going cable works still being carried out there. Following discussions, it was:

**AGREED: that the report be noted.**

## **13. MANAGEMENT PLAN TENDER**

The Assistant Clerk reported that 4 Tenders were submitted to provide the new Management Plans for The Ivers Parish Council's green spaces. Only one tender proposal was received and that was from Groundwork South to produce the Management Plans. Following discussions, it was:

**AGREED: that the Assistant Clerk to proceed with an order with Groundwork South to produce the Management Plans for the green spaces, but not to go with the optional additional activities proposed.**

## **14. TREE WORKS**

### a) Planning application for tree works at St Peter's Churchyard

The Assistant Clerk reported that the planning application that was put in by Heritage Trees on behalf of the Parish Council for the Phase 3 tree works at St Peter's Churchyard was withdrawn by the South Bucks District Council's (SBDC) Planning Officer. The Planning Officer did not agree with some of the survey works recommended on the original report by Tim Moya Associates, so Heritage Trees have proposed that they will re-write the tree report based on the concerns of the Planning Officer and their observations and submit a new quotation for the tree works. On approval of the quotation by the Parish Council, Heritage Trees will then submit another planning application on

behalf of the Parish Council for the tree works at St Peter's Churchyard to SBDC.

b) Tree felling at St Leonard's Mound

The Assistant Clerk reported that a tree on the Phase 3 tree works at St Leonard's Mound that was due to have the crown reduced, partly came down and needed to be felled. The additional cost to have the tree felled was £460.00.

c) Tree works at Hardings Row and Iver Heath Allotments

The Assistant Clerk reported that Heritage Trees raised some queries on the tree report by Tim Moya associates at Hardings Row, so were unable to submit a quotation prior to the Amenities meeting. Tim Moya have re-submitted their report which Heritage Trees now have a copy of and will submit a quotation shortly.

d) Quotation for new trees

Cllr. C Gibson and the Assistant Clerk have reviewed the quotations already circulated at the previous Amenities meeting held on 20<sup>th</sup> March 2019 for new trees, deer guards and watering systems at Swan Meadow. Having looked at the options, it was felt that Practicality Brown offered the best options providing a quotation for 2 trees, deer guards and a rootball irrigation system. The not-lifted trees are not available until November now, so would give the Parish Council enough time to place the order and prepare the site.

Cllr. C Gibson also proposed that the purchase of the Hydration Bags would be beneficial for some of the new trees at other sites. Following discussions, it was:

**AGREED: that the Assistant Clerk to proceed with the order with Practicality Brown and the purchase of 5 Hydration Bags.**

## **15. TREE WARDEN**

A written report by Cllr. C Gibson was circulated to the committee. After having inspected the fruit trees at Swan Meadow, Cllr. C Gibson offered several options of either keeping or removing the struggling fruit trees. 4 of the trees have died but there are still 5 fruit trees that could survive. Cllr. C Gibson also proposed to look at the replanting on one of the bunds to see if the other bunds at Swan Meadow can be improved. Following discussions, it was:

**AGREED: to leave the 5 surviving fruit trees where they are but to remove the 4 dead trees from site, and that the Assistant Clerk and Cllr. C Gibson to re-trial planting at one of the bunds at Swan Meadow.**

## **16. REPORT FROM GROUNDS TEAM**

A written report was circulated to the committee. Cllr C Jordan reported that the Clerk had continued and completed the jet cleaning of the front paving slabs at the front of the Parish Council Office over the weekend.

Following discussions, it was:

**AGREED: that the report be noted and that thanks be given to the Clerk for all her hard work in cleaning and improving the site.**

## **17. FINANCE**

a) Current budget status

Budget papers were circulated, and following discussions, it was:

**RESOLVED: that the report be noted.**

**18. PRESS RELEASES/WEBSITE**

Cllr C Jordan requested that an apology and explanation is given on the website as to why the trampoline at the Iver Recreation Ground is out of action, and when the new Defibrillator is installed the announcement to be uploaded on to the website.

**Meeting finished at 8.35pm**

**Date of Next Meeting** – Wednesday 10<sup>th</sup> July 2019, 7.30 pm, Iver Parish Council Offices.

Signed.....Chairman

Date.....