

**THE IVERS PARISH COUNCIL**

**MINUTES OF A MEETING OF THE FACILITIES AND EVENTS COMMITTEE  
HELD ON 6 JULY 2022 AT 7.00PM**

**Present:** Councillors Julie Cook, Wendy Matthews, Peter Stanhope, Michael Sullivan and Graham Young.

**Absent:** Councillor Paul Brooksby

**In attendance:** Nicole McCaig (Business Administrator and minute taker)

**APOLOGIES**

Councillors Ciarán Beary, Peter Kinchin and Vishal Gupta.

**100/22 DECLARATIONS OF INTEREST**

None declared.

**101/22 PUBLIC PARTICIPATION**

No members of the public were present.

Cllr Cook read out the following, which she had received from members of the public via email:

- What is the Parish Council planning to do with uncultivated allotments?  
This will be discussed during Chair's Announcements below.
- Can the allotment pricing be reconsidered as it's out of line with pricing at neighbouring parishes?  
Pricing will be considered during the Parish Council's budget setting towards the end of 2022.
- Members of the public praised the Parish Council for their involvement in the Jubilee weekend events.
- Members of the public praised the Parish Council for the wildflower project and had offered support for reseeded.  
Business Administrator this feed this response back to Open Spaces and Highways Committee.
- A local food distribution charity asked if they could locate a freezer in the office space at the Jubilee Pavilion.  
Cllr Stanhope to add this to his business plan for submission to Full Council.

**102/22 MINUTES**

The minutes of 1<sup>st</sup> June 2022 were considered.

RESOLVED that

The minutes of 1<sup>st</sup> June 2022 be agreed and signed by the Chair.

**103/22 CHAIR'S ANNOUNCEMENTS**

Cllr Stanhope reported that the Allotment Inspection had been completed on Monday. The following was noted:

Iver Heath Allotments

- 2 vacant allotments to be advertised.

- 6 plots were found to be uncultivated, 3 of which are allocated to one tenant. It was agreed that this tenant could retain 1 plot.
- 3 newer tenants to be reminded about cultivating 40% of their plot.

#### Iver Recreation Ground Allotments

- 5 plots were found to be uncultivated.
- 3 newer tenants to be reminded about cultivating 40% of their plot.

Tenants of uncultivated plots have been contacted and informed that a reinspection will take place on 1 August 2022. Tenants who have not begun cultivating their plot by this date will be given 1 months' notice to quit.

Cllr Cook asked about a plot at Iver Heath which has a chicken house and is mostly used for storage.

#### RESOLVED that

- Cllr Stanhope to discuss cultivation of the above plot with the tenant.
- Business Administrator to notify tenant with 3 plots, that they will be reduced to 1 plot, unless cultivation is started on all 3 plots.
- Business Administrator to share Allotment Tenancy agreement template with the Committee.

**104/22**

#### **FINANCE**

The Committee received the income and expenditure for the year to 27<sup>th</sup> June 2022.

#### RESOLVED that

The Finance Report be noted as received by the Committee.

**105/22**

#### **COMMITTEE ACTION PLAN**

The Committee received the Action Plan and discussed how regular weekly hire of the Jubilee Pavilion could be encouraged. The Committee also discussed Delaford Colts FC's use of the Jubilee Pavilion and whether a working party should be organised.

#### RESOLVED that

- The Action Plan to be noted as received by the Committee.
- The Business Administrator to write to the Chairman of Delaford Colts FC to establish if the club intend to recommence use of the changing room and shower facilities.

**106/22**

#### **CCTV**

The Committee received the draft CCTV Specification.

RESOLVED that the following amendments be made to the specification before final review by Cllr Stanhope:

- Iver Rec system to include an ANPR camera on the car park lamp post with ability to view 35m distance to the car park entrance.
- Iver Rec system to include an overview camera on the car park lamp post for night view with a 12mm lens.
- Iver Heath Rec system to include an ANPR camera on the right side elevation with ability to view 35m distance to the car park entrance.
- All cameras to be 3.6~9mm varifocal lens.
- Playback speed to be 25fps.
- No monitors are needed at Pavilions.

- Reuse Jubilee Pavilion monitor and relocate to 45B High Street in rear office.

RESOLVED

- Not to proceed with CCTV at open spaces.
- To store old equipment removed from sites.
- To have a phone line and broadband installed at Iver Heath Pavilion to enable remote CCTV monitoring and fire alarm monitoring.

**107/22 IVER HEATH PAVILION SHUTTERS**

The Committee reviewed the proposal to install new electric shutters rather than retrofit motors to the existing shutters.

RESOLVED that

- Quotes be sought to replace all door and window shutters on both the Pavilion and Tennis club sides.
- Business Administrator to check what material the new shutters would be.
- Parish Council to scrap the existing shutters rather than have the contractor dispose of them.
- New shutters to be black.

**108/22 PAVILION HEATING AND SUSTAINABILITY PROJECT**

The Committee reviewed the project proposal.

RESOLVED that

- The Business Administrator progress the project.
- To include the office at 45B High Street in the survey.

**109/22 IMPROVEMENTS AND EFFECTIVENESS**

Cllr Stanhope welcomed the use of the Facilities and Events Committee Action Plan.

**110/22 EXCLUSION OF THE PRESS AND PUBLIC**

To exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential.

**111/22 IVER HEATH ALLOTMENTS**

The Committee considered the request.

RESOLVED that

- The payment be refunded.
- The plot would not be cleared.

The meeting finished at 20:26pm

Signed ..... Chair

Date .....