

## Open Spaces & Highways Committee Action Plan 2022 – 2023 (V7 – Update 16/11/2022)

Date of Meeting	Minute Number	Action / Resolution	Progress / Status Updates	Status
25/05/22	040/22 Iver Rec Ground Path	Deputy Clerk to continue to progress the obtaining of quotes	In Progress – update to July Committee Meeting	
25/05/22	042/22 Wooden Planters	Deputy Clerk to progress the re-allocation of the 8 rectangular planters based on a H&S assessment	The planters given the height were not safe to be standalone or suitable for schools allocation. Based on this 4 planters were joined together and located outside 45b office and 4 at the entrance to Iver Rec secured to fencing in time for the Jubilee weekend.	
25/05/22	044/22 Masonry Wall – Iver Rec Car Park	Deputy Clerk to contact Historic Building Officer at Bucks to seek advice and seek advise from a Structural Engineer	In Progress. Contact made with Bucks and Deputy clerk seeking out potential Structural Engineers for advice and will bring back to future OS&H.	
25/05/22	045/22 Community Safety – Safer Streets & Paths	Cllr Beary to progress the development of a survey for use within the Parish	In Progress. <b>Update required for November OS&amp;H Meeting.</b>	
25/05/22	049/22 Recreation Ground Survey	Cllr Cook to progress the Teams survey working with the office to get out to the community via the website with paper copies available for part of the community	In Progress. <b>Update required for November OS&amp;H Meeting.</b>	
25/05/22	050/22 Electric Charging Points	Item to be presented to Council	In Progress – presented to Council for funding agreement on 18 <sup>th</sup> July 2022.	
25/05/22 & 27/07/22	051/22 / 152/22 Anti-Social Behaviour at Iver Heath Rec Ground	Deputy Clerk to seek costings for regular patrol with dogs. A previous company used to be contacted. It was Agreed that the DC spend up to £1,000 for patrols over August and into September to coincide with school / summer holidays.	COMPLETE - Security Patrols organised for last week of August (BH) and first two weekends in September at a cost of £960 ex VAT.	
25/05/22	051/22 Anti-social Behaviour at Iver Heath Rec Ground	Parish Council should look at behavioural campaigns involving local schools producing targeted designs posters.	Task and roles to be determined. Deputy clerk met recently with Head of School at Iver Junior for the future.	

25/05/22	<b>053/22</b> Deputy Clerk's Update (Shrubbery outside 45b Office)	Deputy Clerk to liaise with the family the suggestion of a donation towards the cost of boundary hedging.	Contact made & donation received.	
25/05/22	<b>056/22</b> Website / Press Recreation Ground Survey	Deputy Clerk to liaise with Administrator to get the Rec Ground Usage Survey form onto the website in conjunction with Cllr Cook.	Deputy Clerk liaised with Administrator. To be progressed in line with point above at minute 049/22	
25/05/22	<b>056/22</b> Website / Press Recreation Ground Survey	Anti-social behaviour at Recreation Grounds	A post was added to website and it has been built upon as the matter has worsened	
27/07/22	<b>149/22</b> Speedwatch Equipment Purchase	<b>AGREED</b> that the Deputy Clerk could spend up to <b>£1,500</b> from the Highways Projects budget to purchase this equipment and would work with Traffic Sgt from TVP to ensure the correct authorised equipment and signage was purchased.	Equipment purchased. Signage identified. Attachment to Boundary Gates to be agreed at October Meeting	
27/07/22	<b>149/22</b> Speedwatch Equipment Purchase	Deputy Clerk to obtain updated quote for Swarco MVAS system.	Update quote requested 04/08/2022.	
27/07/22	<b>149/22</b> Speedwatch Equipment Purchase	<b>AGREED</b> that the Deputy Clerk could spend up to <b>£6,500</b> from the Highways Projects to purchase this equipment for use around the Parish.	Cllr PS provided Deputy Clerk with quote from Oct 2021 for a VASS product. Updated quote received 02/08/2022.	
27/07/22	<b>150/22</b> Iver Recreation Ground Path	Deputy Clerk will work with the Locum Clerk to get the specification on the Contract Finder for tendering.		
27/07/22	<b>151/22</b> RoSPA Inspection and Action Plan	Deputy Clerk to progress the action plan for remedial work. Also progress the idea of a netball ring at Iver Heath Recreation Ground. Report on progress at October meeting.	In progress as per agreed timescales. All actions are meeting timescales.	
27/07/22	<b>152/22</b> Anti-social behaviour at Recreation Grounds update	The Street Angels initiative was discussed and Cllr Julie Cook took an action to look into the provision of this activity and report back.	Update at November meeting	

27/07/22	153/22 Streetlights (a)	Councillors agreed to work with the Deputy Clerk to complete a survey of changes required and Cllr Julie Cook took an action to co-ordinate this with other Councillors. DC to provide the spreadsheet.	Spreadsheet provided to Cllr JC on 17 <sup>th</sup> August. Returned October 2022	
27/07/22	153/22 Streetlights (b)	Deputy Clerk to discuss the cost of this with the lighting contractor and to revert back to the property owner with the cost of the move. The cost would need to be covered by the property owner plus any additional related management time costs. It was decided that consultation with neighbours would also be required if the owner decided to request the move to be made.	Estimated cost now received from Enerveo. Contact made with Resident and wishes to proceed. Neighbour consultation to be planned.	
27/07/22	153/22 Streetlights (c)	<u>Previous tender process</u> - Deputy Clerk took the action to research this and find all relevant documents relating to this. This item will be returned to at the next meeting.	All documentation located.	
27/07/22	153/22 Streetlights	<u>Swan Road lighting</u> - Deputy Clerk took an action to look at possibilities and costings and report back to the future meeting.	To be brought back to a future meeting.	
27/07/22	153/22 Streetlights	<u>Condition of lighting at the Iver Heath Recreation Ground</u> - Cllr Peter Stanhope took an action to do a survey of the operation of the lighting and revert to the Deputy Clerk with findings. From this the Deputy Clerk will work with our lighting contractor to resolve.	Info sent to lighting contractor and remedial work scheduled for completion.	
27/07/22	154/22 Noticeboards	Deputy Clerk to continue to maintain the boards and bring up to standard including make more use of the magnetic backing where possible.	Costs requested for backing and magnetic pins to upgrade Langley Park Road board immediately.	
27/07/22	154/22 Noticeboards	<u>Wall mounted board on Pavilions</u> - Deputy Clerk will present costings for these at the next OS&H meeting.	Paper to be tabled at October Meeting.	
27/07/22	155/22 HGV Surveillance Cameras – Bangors Road	Deputy Clerk to progress this in conjunction with the Locum Clerk and Thames Valley Police as appropriate.	This is a major project that will require significant planning and process development. To be brought to November meeting.	
27/07/22	156/22 Community Board Funding Project: Buddy Benches	<b>AGREED</b> to order three green Buddy Benches as per the quotation received and that the location for two of these be each recreation ground. Richings Park location to be agreed.	Benches Ordered and delivered. Installation to take place in November by Maintenance Team.	

27/07/22	160/22 Website / Press Releases	Continued anti-social behaviour at our Recreation Grounds item on the website to include where possible pictures of examples. Deputy Clerk to continue to work with the Chair on this item. This to include requirements in hot weather / drought period.	Current article up to date reflecting current weather conditions and continued ABS.	
27/07/22	160/22 Website / Press Releases	Electric Vehicle Charging Points as progress is made.		
19/10/22	247/22 Speedwatch Equipment & Traffic Sign Purchase	<b><u>AGREED</u></b> that the Community Speedwatch signs will be placed appropriately on Parish Boundary Gates in the entry points to the Parish by the Maintenance team.	Signs ordered on 01/11/2022, received w/e 11/11/22. Plan to install by early December 22.	
19/10/22	247/22 Speedwatch Equipment & Traffic Sign Purchase	<b><u>AGREED</u></b> that the Deputy Clerk would review the other possible options of traffic signs provided by Cllr Stanhope to see if the options allowed for the purchase of two signs and associated equipment from the agreed £6,500 budget if the options meet our requirements. The Deputy Clerk will liaise with the Chair to agree the final purchase.		
19/10/22	248/22 RoSPA Inspection & Action Plan	<b><u>AGREED</u></b> that the previously discussed community Recreation Ground Survey would be updated by Cllr Cook to include a question about the cycle mounds and the Office would support administratively with the link on the website and via social media and print paper copies for other groups within the community to ensure everyone has access to complete the survey. This item to be brought back to a future meeting.		
19/10/22	248/22 RoSPA Inspection & Action Plan	<b><u>AGREED</u></b> that the Deputy Clerk would investigate the option of having a full survey done of the condition of the netting structure and bring options for this survey to the next meeting and that the Deputy Clerk and the Deputy Head Groundsman would look at a way of	28/10/22 – Barriers placed around the badly conditioned bases for H&S reasons.	

		making sure the area is made safe. This will also include the involvement of our WorkNest to look at health and safety aspects.		
19/10/22	249/22 Anti-Social Behaviour At Recreation Grounds Update	<b>AGREED</b> the Deputy Clerk would explore the option of paying overtime for the local PCSO's to be able to provide more patrols at critical times and report back to the next meeting of the committee.	Further discussions happened. Update to be given at November meeting.	
19/10/22	250/22 5-A-Side Pitch At Iver Heath Recreation Ground	<b>AGREED</b> that the Locum Clerk should write to the organisation concerned regarding the requirements and conditions of hire and that this organisation must comply in line as with all other users of our pitch facilities.		
19/10/22	252/22 Hedging Outside 45b High Street	<b>AGREED</b> that the Deputy Clerk should explore further and obtain a further two quotes for consideration.	In progress	
19/10/22	253/22 Noticeboards	<b>AGREED</b> to purchase two wall mounted as recommended by the Deputy Clerk with the cost coming from the appropriate budget for 22/23.	2 noticeboards ordered in 01/11/22. Delivery expected Jan 23.	

**Key**

To do / Ongoing	
Complete	
Not proceeding	