

THE IVERS PARISH COUNCIL

**MINUTES OF A MEETING OF THE FACILITIES AND EVENTS COMMITTEE
HELD ON 2 NOVEMBER 2022 AT 7.00PM**

Committee Members Present: Councillors Julie Cook, Vishal Gupta, Peter Kinchin, Wendy Matthews, Peter Stanhope, Michael Sullivan and Graham Young

Absent: Councillor Paul Brooksby

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

APOLOGIES

Councillor Ciarán Beary

259/22 DECLARATIONS OF INTEREST

Cllrs Stanhope and Cook declared a non-pecuniary interest in the Iver Heath Allotments.

260/22 PUBLIC PARTICIPATION

Two members of the public observed the meeting.

261/22 MINUTES

The minutes of 31st August 2022 were considered.

RESOLVED that

The minutes of 31st August 2022 be agreed and signed by the Chair.

262/22 CHAIR'S ANNOUNCEMENTS

Cllr Stanhope reported that the CCTV installation at both pavilions and the office was complete.

263/22 FINANCE

The Committee received the income and expenditure for the year to 24th October 2022.

RESOLVED that

- The Finance Report be noted as received by the Committee.
- Income payments not on track be flagged to the Committee.

264/22 DRAFT FACILITIES & EVENTS BUDGET 2023-24

- a) The Committee received the draft Expenditure Budget.

RESOLVED that

- The suggested Deer Fencing project at Iver Heath Allotments is removed from the budget.
- To include £10,000 to begin the Jubilee Pavilion reconfiguration project.
- To include £10,000 to purchase and install a retractable awning at the front of Iver Heath Pavilion.
- To include £2,500 for a Summer Event.
- To reduce the King's Coronation Events budget to £2,500.
- To increase the Christmas Lights budget by £2,000.
- To increase the Iver Heath Pavilion Fire Alarm budget to £7,500.

- b) The Committee received the draft Income Budget.

RESOLVED that officers review the Thames Valley Police lease to check the break clause to ascertain if a rent review is due and check the entitlement of parking spaces.

- c) The Committee received the Business Administrators proposals for Fees and Charges.

RESOLVED that

- Option 1 (no fee increase but rounded up to nearest £) be implemented for Resident and Regular hire fees.
- Option 2 (fees increased by CIP and rounded to nearest £) be implemented for Commercial and Non-resident hire fees.
- Amend the Regular Hire Fees category to 'Community Benefit Regular Hire Fees'.
- Remove the second 'Additional to 4 hours charge per hour' from Children's Party and Regular Additional Fee as it is higher than the regular hire hourly fee.

265/22

COMMITTEE ACTION PLAN

The Committee received the Action Plan.

RESOLVED that

- The Action Plan be noted as received by the Committee.
- Once the Parish Council is released from the Football Association agreement, the Business Administrator submit a bid to the Community Board for funding the concept phase of the Jubilee Pavilion reconfiguration project.

266/22

CHRISTMAS LIGHTS SWITCH ON EVENT

Cllr Stanhope reported on progress. The event will include entertainment and food and Pinewood Studios are providing a shuttle bus service to transport residents to the event.

RESOLVED

- Officers to confirm Parish Council insurance will cover the event.
- Organisers to submit a Risk Assessment to the Clerk.
- Cllr Stanhope to complete and submit a SAG form to Buckinghamshire Council.
- Officers to submit details of the event to be advertised on the Buckinghamshire Council website.
- Parish Council to fund entertainment and a face painter from the Christmas Lights Switch on Events Budget.
- Officers to confirm process for purchasing refreshments.

267/22

MEETINGS WITH ALLOTMENT HOLDERS

The Committee reviewed the points discussed and questions raised by allotment tenants during the meetings.

RESOLVED

- Business Administrator to send Iver Heath Allotment Land Registry map to councillors.

- If Plot 15 at Iver Rec is not re-rented to progress the idea of using the space as a communal compost and shed area.

268/22

WARM ROOMS

Cllr Stanhope reported on the locations that were able to offer 'Winter Welcome Spaces'.

RESOLVED that details of the locations and opening times be provided to officers so that they can signpost residents to these.

269/22

KING CHARLES III'S CORONATION EVENTS – 6 MAY 2023

The Committee discussed possible events including: commemorative mugs for local school children; an outdoor screening of the Coronation.

RESOLVED

- To wait for direction, from The Palace, on what type of events would be appropriate.
- Business Administrator to provisionally book the Iver Heath and Jubilee Pavilions.

270/22

IMPROVEMENTS AND EFFECTIVENESS

No further points were raised.

271/22

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.

272/22

MISUSE OF IVER RECREATION GROUND CAR PARK

The Business Administrator reported that neighbours of the recreation ground regularly use the parking bays to park their cars. The Clerk has advised writing to neighbours to inform them that they have no right to do this. This will avoid claims of land acquisition, by neighbours in the future, due to occupying the land unchallenged.

RESOLVED that the Clerk writes to specific neighbours who have been identified using the parking spaces.

The meeting finished at 8:33pm

Signed Chair

Date