

Open Spaces & Highways Committee Action Plan 2022 – 2023 (V8 – Update 19/01/23)

Topic	Date of Meeting	Minute Number	Action / Resolution	Progress / Status Updates	Status
5-A-Side Pitch At Iver Heath Recreation Ground	19/10/22	250/22 5-A-Side Pitch At Iver Heath Recreation Ground	AGREED 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.		
Anti-Social Behaviour at Rec Grounds	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.	
Anti-Social Behaviour at Rec Grounds	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.	
Anti-Social Behaviour at Rec Grounds	27/07/22	152/22 Anti-social behaviour at Recreation Grounds update	The Street Wardens 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	
Anti-Social Behaviour at Rec Grounds	19/10/22	249/22 Anti-Social Behaviour At Recreation Grounds Update	AGREED 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.	
Anti-Social Behaviour at Rec Grounds	23/11/22	306/22 ASB at Recreation Grounds	Deputy Clerk would make contact with Chris Geen at Bucks highlighting our situation / issues with ASB at our open spaces and asking his opinion on his top 3 suggestions as to what we do.	Contact made.	
Buddy Benches; Community Board	27/07/22	156/22 Community Board Funding Project: Buddy Benches	AGREED 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 will now take place once the ground is dryer in time for the spring.	

Funding Project.					
Community Safety – Safer Streets & Paths	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. Update required for January OS&H Meeting.	
Electric Charging Points	25/05/22	050/22 Electric Charging Points	Item to be presented to Council	In Progress – presented to Council for funding agreement on 18 th July 2022.	
Hedging Outside 45b High Street	19/10/22	252/22 Hedging Outside 45b High Street	AGREED that the Deputy Clerk should explore further and obtain a further two quotes for consideration.	In progress – Spring task	
HGV Surveillance Cameras – Bangors Road	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 a future meeting.	
Iver Allots Conservation Area	23/11/22	308/22 Groundwork South Update	The Deputy Clerk works with Groundwork South and the Community Board Manager to produce a bid for conservation work at the Iver Allotments conservation area.		
Iver Recreation Ground Path	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	
Iver Recreation Ground Path	27/07/22	150/22 Iver Recreation Ground Path	Deputy Clerk will work with the Locum Clerk to get the specification on the Contract Finder for tendering.		
Masonry Wall – Iver Rec Car Park	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.	

Noticeboards	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.	
Noticeboards	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.	
Noticeboards	19/10/22	253/22 Noticeboards	AGREED to purchase two wall mounted as recommended by the Deputy Clerk with the cost coming from the appropriate budget for 22/23.	Installed and in use	
Recreation Ground Survey	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. Update required for November OS&H Meeting.	
RoSPA Inspection & Action Plan	19/10/22	248/22 RoSPA Inspection & Action Plan	AGREED 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.		
RoSPA Inspection & Action Plan	19/10/22	248/22 RoSPA Inspection & Action Plan	AGREED 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 making sure the area is made safe. This will also include the involvement of our WorkNest to look at health and safety aspects.	28/10/22 – Barriers placed around the badly conditioned bases for H&S reasons.	
RoSPA Inspection and Action Plan	27/07/22	151/22 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.	

Shrubbery outside 45b Office	25/05/22	053/22 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.		
Speedwatch Equipment & Traffic Sign Purchase	19/10/22	247/22 Speedwatch Equipment & Traffic Sign Purchase	AGREED that the Community Speedwatch signs will be placed appropriately on Parish Boundary Gates in the entry points to the Parish by the Maintenance team.		
Speedwatch Equipment & Traffic Sign Purchase	19/10/22	247/22 Speedwatch Equipment & Traffic Sign Purchase	AGREED 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.		
Speedwatch Equipment Purchase	27/07/22	149/22 Speedwatch Equipment Purchase	AGREED that the Deputy Clerk could spend up to £1,500 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 and installed.	
Speedwatch Equipment Purchase	27/07/22	149/22 Speedwatch Equipment Purchase	Deputy Clerk to obtain updated quote for Swarco MVAS system.	Update quote requested 04/08/2022.	
Speedwatch Equipment Purchase	27/07/22	149/22 Speedwatch Equipment Purchase	AGREED that the Deputy Clerk could spend up to £6,500 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.	
St Leonard's Mound	23/11/22	307/22 St Leonard's Mound	The Deputy Clerk is actioned to arrange a detailed tree survey of the area and bring this information back to the Committee in January for further discussion regarding the future use of the area. Also to place some appropriate signage within the area concerning the condition of the trees as warnings to those who still access the area.	Tree survey being progressed. Signage in place to warn of potential falling debris.	

Streetlights	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.	
Streetlights	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.	This is prioritised as part of the Streetlight Replacement Programme being completed by March 2023.	
Streetlights	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 th August. Returned October 2022	
Streetlights	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 now complete.	
Streetlights	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.	
Streetlights	23/11/22	309/22 Streetlights	Deputy clerk proceeds with the four identified phases as the per the report at a cost of £22,272. Priority should be given to the work at Richings Park and Iver Heath Recreation Ground subject to the availability of the required parts and materials.	In progress. See Appendix 7a produced for January 23 OS&H Meeting.	
Swan Meadow Signage	23/11/22	308/22 Groundwork South Update	The Deputy Clerk works with Groundwork South to install an information board featuring the biodiversity aspects at Swan Meadow and it's place in the Colne Valley Regional Park whilst mentioning the circular walk which runs beside it.		

Website / Press	25/05/22	056/22 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	
Website / Press	25/05/22	056/22 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	
Website / Press	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.	
Website / Press	27/07/22	160/22 Website / Press Releases	Electric Vehicle Charging Points as progress is made.		
Wooden Planters	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.	

Key

To do / Ongoing	
Complete	
Not proceeding	