

THE IVERS PARISH COUNCIL

**MINUTES OF A MEETING OF THE FACILITIES AND EVENTS COMMITTEE
HELD ON 1 MARCH 2023 AT 7.00PM**

Committee Members Present: Councillors Julie Cook, Vishal Gupta, 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 and Peter Kinchin

434/22 DECLARATIONS OF INTEREST

There were no interests declared.

435/22 PUBLIC PARTICIPATION

Two members of the public, representing the Iver Village Residents' Association (IVRA) attended the meeting. They reported they are planning an event, to mark the King's coronation, on Monday the 8th of May on volunteers day. This timing would avoid a clash with the coronation on the Saturday and an event planned by St Peter's Church on the Sunday. The IVRA are planning to invite not-for-profit organisations to attend to promote volunteering.

436/22 MINUTES

The minutes of 4th January 2023 were considered.

RESOLVED that

The minutes of 4th January 2023 be agreed and signed by the Chair.

437/22 CHAIR'S ANNOUNCEMENTS

Cllr Stanhope reported the level access to the pavement had been completed today in front of the Iver Heath Pavilion.

438/22 FINANCE

The Committee received the income and expenditure for the year to 20th February 2023.

Following a question from Cllr Cook, the Business Administrator confirmed that unspent funds from budget 8400/1 would be transferred to an Ear Marked Reserve (EMR) in the 2023-24 budget. The Business Administrator also reported that the Clerk will bring this and other requests for transfers to EMRs to a future meeting of the council.

Following a question from Cllr Gupta, the Business Administrator confirmed that the two small manual window shutters at Iver Heath Pavilion would not be converted to electric shutters as these shutters are unused and the project had already exceeded the budget by £756.00.

RESOLVED that:

- The Finance Report be noted as received by the Committee.

- The Business Administrator requests the Grounds Team, via their Line Manager, clean the two remaining manual window shutters at Iver Heath Pavilion.

439/22

COMMITTEE ACTION PLAN

The Committee received the Action Plan.

RESOLVED that:

- The Action Plan be noted as received by the Committee.
- The Business Administrator adds a note to actions which are linked, but have separate minute numbers, to reference one another.
- The Business Administrator change the status colour of actions not being progressed by the Facilities and Events Committee to blue.

440/22

HEATING & SUSTAINABILITY PROJECT – LOFT INSULATION

The Committee reviewed the report of the Business Administrator.

RESOLVED

- Business Administrator progresses the work at 45B High Street and Iver Heath Pavilion with contractor 2.
- Business Administrator to request installation of a new loft ladder at 45B High Street with contractor 2.
- Not to progress the work at 63 Chequers Orchard while in the current tenancy agreement as there is no financial benefit to the parish council.
- Not to progress the work at the Jubilee Pavilion, until confirmation is sought that the installation of ceiling level loft insulation won't cause issues with moisture control in the loft with the current Kingspan roof insulation in situ.
- Business Administrator to confirm the above with an independent specialist.

441/22

HEATING & SUSTAINABILITY PROJECT – IVER HEATH PAVILION LED LIGHTING UPGRADE

The Committee reviewed the report of the Business Administrator.

RESOLVED

- Business Administrator to confirm end date of Tennis Club Lease.
- Committee to Review Tennis Club Lease at the next committee meeting.
- Business Administrator to progress the work with contractor 3 once the quote has been revised to include any lights missed from the quote.
- Business Administrator to seek a reference, for contractor 3, from the Bowls Club Secretary.

442/22

KING CHARLES III'S CORONATION EVENTS – MAY 2023

- a) Cllr Stanhope reported that smaller separate events are taking place and there was no need for a parish council event.

RESOLVED

- Councillors to promote the availability of grant funding for organisations running events over the coronation weekend.

- b) The Committee reviewed the quote for installation of winter hanging baskets.

RESOLVED

- Business Administrator to confirm if the baskets can still be supplied and if there is any reduction in cost due to a later installation in March.
 - Once the above is confirmed, councillors to convene a working group to make a decision on next steps.
- c) The Committee considered the request from Iver Village Residents' Association to use the Iver Recreation Ground for a coronation event on Monday 8th May.

RESOLVED

- The IVRA could hold their coronation event at Iver Recreation Ground on Monday 8th May 2023 between 12:00 to 4:00pm.
- Business Administrator to hire 4 x 'Portaloos' for the event on Monday 8th May.

443/22

CHRISTMAS LIGHTS CONTRACT

The Committee considered the lighting specification.

RESOLVED that

- The Business Administrator publishes the specification for a 3 year contract with the following additions:
 - Separate quote for additional column mounted decorations – 2 x each at Slough Road shops, Langley Park Road shops, Thorney Lane South shops, 5 Points roundabout.
 - Inclusion of dressing of a natural tree in bright white with twinkle – location in Iver Heath to be confirmed.

444/22

IMPROVEMENTS AND EFFECTIVENESS

The Committee requested that any information received, by officers, between meetings is circulated as soon as it is received as this will enable councillors to decide if they wish to call extraordinary meetings to review time sensitive matters.

The meeting finished at 8:30pm

Signed Chair

Date