



DRAFT MINUTES
FACILITIES COMMITTEE MEETING

Monday 14th March 2022, 7.30pm.

Conference Room, Haddenham Village Hall and remotely via Zoom

Present: Cllr. Brown, Cllr. Hoare, Cllr. Kidby, Cllr. Poole, and Cllr. Wheeler (Chair).

Clerk: Ms. Gilbert

Non-Committee member: Cllr. Smith

Joining via Zoom:

Councillors: Cllr O'Hanlon and Cllr Truesdale

Facilities Manager: Ms. Allman.

Assistant Clerk: Ms. Griffiths

Public: 5

FA22 32 APOLOGIES

Apologies were received and accepted from Cllr. O'Hanlon and Cllr. Truesdale who joined the meeting remotely. All other committee members were present.

The Chair permitted Cllr. O'Hanlon and Cllr. Truesdale to participate remotely on any agenda item, however they cannot vote under current legislation which requires councillors to be present in the room.

FA22 33 DECLARATIONS OF INTEREST

None.

PUBLIC PARTICIPATION

None.

FA22 34 MINUTES

The minutes of the meeting held on 22nd November 2021 were AGREED as a true record and signed.

FA22 35 CLERK'S REPORT

St Mary's Churchyard Witchert walls

Planning permission ([21/03925/APP](#) & [21/03926/ALB](#)) has been granted for repairs to a section of Wychert boundary wall and the rebuilding of a concrete block boundary wall. We await revised quotes and a schedule of works.

Church End Green

It was agreed at the Planning Committee meeting held on 21st February not to proceed with the granite setts at Church End currently, whilst it looks at whether the Streetscape project may affect the proposals.

Spring Grounds Maintenance- Tibbs Road and Woodways football pitches

The spring maintenance will be starting in March for Tibbs Road and Woodways sports pitches. Both sites will be vertidraind, fertilized, seeded and receive sand dressing (if necessary).

Woodways will also require harrowing and rolling to make sure the cricket outfield is prepared properly after the football season. This work will be undertaken using our preferred supplier for football pitch maintenance in conjunction with Aspire starting the mowing season.

reLeaf and Treescapes

The Treescape project has already commenced with Buckinghamshire Council coordinating the planting of trees in the highway verges.

The scheduled planting of trees and hedges at Woodways and Sheerstock Footpath will begin on the 28th March, weather permitting. Aspire will be responsible for the ongoing watering. Dandara has agreed that reLeaf can plant some hawthorn hedging alongside the Churchway footpath that has been tarmacked by Dandara.

FA22 36 GROUNDS MAINTENANCE

- (i) The monthly reports from Aspire were received. It was noted that the Parish Council staff have increasingly experienced difficulties with requests to Aspire for works that are in the contract. The Aspire Contract Manager is requesting extra payment for tasks that are clearly defined in the contract, so these remain outstanding. These issues will be discussed at the next Contract meeting with the Contract Manager.
- (ii) The quotes for Green Lane Maintenance were reviewed and it was AGREED to accept Mark Nicholson's quote of £3,000 + VAT.
- (iii) It was AGREED to enter the Best Kept Village Competition 2022, which requires a £25 entry fee.

FA22 37 PONDS

- (i) The results of the lab testing of the silt at Church End Pond were received. It was noted that the waste is non-hazardous but has a raised level of carbon and some other chemicals. The test results suggest it may be suitable for depositing on open land, which would be more economical.
- (ii) The Facilities Manager has spoken to someone from the waste department of the Environment Agency and there may be a small amount of paperwork to be completed if the Council seeks to deposit the silt on open land but it may be possible to do this without obtaining a specialist license as the Parish Council is waste registered.
- (iii) It was AGREED to go out to tender for quotes for removing the silt and depositing it on nearby open land. This can be compared with the quotes received for depositing the silt in landfill.

FA22 38 TREE WORK

- (i) It was noted that some trees were lost during recent storms and emergency work has been carried out to remove debris. Due to the recent storm damage some of our scheduled works have been delayed, including the removal of self-seeded trees on the school path (Woodways) and the dead Lime on the Allotment boundary.
- (ii) It was AGREED to DELEGATE to the Clerk a budget of £1,000 from the tree reserve to replace trees lost in the storms.

(iii) It was AGREED to accept the quote from Ligna Consultancy Ltd for the Tree Condition Survey at £1,098 and an additional £90 for an eco-survey to review the mix of trees.

FA22 39 PLAYGROUNDS

It was AGREED to accept the quote from ARD for quarterly playground inspections at £250 per quarter for all playgrounds currently maintained by the Parish Council.

FA22 40 WORKSHOP REFURBISHMENT

The following works to improve the workshop and surrounds were considered:

- (i) Quotes for the external painting were reviewed and it was AGREED to accept the quote from Mike's Home and Property Improvements of £752.
- (ii) A company will be employed to remove and dispose various accumulated items including some old equipment and fly tipped waste.
- (iii) It was AGREED to accept the quote of £300 from Samson, the original company that installed the electronic doors, to investigate the fault and complete any minor repairs.

FA22 41 STREETLIGHT JOINTING

The quotes for streetlight jointing were reviewed and it was AGREED to appoint e-on as the preferred contractor to carry out the connection of new streetlight columns.

FA22 42 CCTV

A report following vandalism at Banks Park was received and it was AGREED to look into the most effective way of dealing with crime within the village.

FA22 43 [HEDGEHOG HIGHWAYS](#)

It was AGREED to purchase a box of Hedgehog Highway surrounds and information leaflets for the use of Haddenham residents at £157.50 for 50.

FA22 44 SPORTS FACILITIES COMMITTEE

- (i) The draft minutes of the meeting held on 25th January 2022 were noted.
- (ii) The quotes received to date for the management of legionnaires at Woodways pavilion were noted and it was AGREED to DELEGATE to the Clerk and Deputy Clerk to review and accept a quote once the final quote has been received.
- (iii) It was noted that quotes for improvements to the kitchen at Woodways pavilion had been difficult to come by.

FA22 45 COMMUNITY ORCHARD COMMITTEE

The draft minutes of the meeting held on 3rd February 2022 were noted. Quotes have been requested for the inclusive access project at the Orchard which will include a new access gate, pathway and raised beds. Once the quotes have been received the committee will seek approval to submit an application to the Community Board for funding.

FA22 46 ALLOTMENTS COMMITTEE

The draft minutes of the meeting held on 9th March 2022 were noted. A new member was co-opted to the committee. Changes to the plot holder agreements were agreed and 12 months' notice will go out to existing plot holders shortly. An update was provided on the proposed

amalgamation of the John Willis charity with other Haddenham charities that the Parish Council is either the sole trustee for or responsible for appointing trustees to.

FA22 47 SNAKEMOOR COMMITTEE

Thanks were extended to the volunteers that kindly dealt with storm damage to various trees with the support of Mark Nicholson and Adrian Rose.

Cllr Kidby attended the working party held on the 12th March, where the following work took place:

- The large fallen tree has been removed and sectioned
- A huge amount of storm debris processed into path chippings
- Signage put in place around the meadow
- Many of the bird boxes reinforced
- Significant clearance and repair to the stream and its banks
- Widespread pruning
- Planting along the driveway

The reserve is looking wonderful - thanks to the hard work of the volunteers.

FA22 48 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

The Parish Council has received several complaints about dog poo. The dog bins will soon be emptied twice a week when the summer schedule after the clocks go forward. The Parish Council requested that Buckinghamshire Council empty the bins twice a week during the winter also but Buckinghamshire Council refused as it does not have the capacity to accommodate this. When this year's contract ends, the Parish Council should consider alternative arrangements.

FA22 49 DATES OF FUTURE MEETINGS

Monday 18th July 2022.

FA22 50 CONFIDENTIAL ITEMS

None.

CLOSURE OF THE MEETING

The meeting closed at 8.33pm.

Signed: _____
Chair

Monday 18th July 2022