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DRAFT MINUTES

FACILITIES COMMITTEE MEETING

Monday 17th March 2025, 7.30pm

Conference Room, Haddenham Village Hall and remotely via Zoom

Present: Cllr. Hoare, Cllr. Kidby, Cllr Smith, Cllr. Truesdale, and
Cllr. Wheeler (Chair).

Deputy Clerk: Emma Marsden

Facilities Manager Ian Final

FA25 63 CO-OPTION TO THE COMMITTEE

Following the resignation of Cllr Poole, it was unanimously **RESOLVED** to co-opt Cllr Greg Smith to the Facilities Committee

FA25 64 APOLOGIES

Apologies were received later than 5pm deadline for Cllr Garrett and Cllr Brown.

FA25 65 DECLARATIONS OF INTEREST

No Declarations of interest

PUBLIC PARTICIPATION

None.

FA25 66 MINUTES

The minutes of the meeting held on 2nd December 2024 were **RESOLVED** as a true record and duly signed by the Chair.

FA25 67 FACILITIES MANGER'S REPORT

The Facilities Manager report was received and **NOTED**.

FA25 68 BEST KEPT VILLAGE

It was **RESOLVED** to participate in the Best Kept Village competition for 2025. It was **AGREED** to try and undertake more communication with the Railway station as this area had brought down marks on previous assessments.

FA25 69 DEVOLVED SERVICES

It was noted that the new devolved services agreement has now been received for signing, and the funding has gone up by 5%, however the calculation of the amount of verge cutting has be revised and the overall payment has reduced. The Clerk is actively challenging this with Bucks Council and will report back.

FA25 70 GROUNDS MAINTENANCE

- (i) An update on the transfer of the grounds' maintenance service in-house was received. The team are working well but with the additional transfer of land. With the additional land which has been transferred (and due to be transferred). We in the process of recruiting an additional person to join the in-house grounds maintenance team.
- (ii) There was a lot of discussion regarding the purchase of a heavy-duty chipper as the amount of garden waste generated is substantial and results in numerous trips to the refuse centres in Aylesbury and High Wycombe. A chipper would mean that a lot of debris would be turned into chippings which can be used around the parish. Snakemoor and the Orchard volunteer groups could also use this facility. There was discussion regarding the merits of a new machine verses a refurbished second hand. It was **AGREED** that full cost analysis was needed before a decision could be made.

FA25 71 TRIAL OF ELECTRIC VAN

The grounds maintenance team trialled the use of an electric van. Unfortunately, it wasn't successful as too much time (man hours) was spent charging the van during the day. It was **AGREED** that to consider the use of an EV van in the future, overnight charging facility would be needed.

FA25 72 SAFER PAVEMENTS PROPOSAL

An update was received and **NOTED** from Cllr Smith in regards to the safe pavements proposal. There have been meetings with contractors to fully understand the cost implications of this challenging project.

FA25 73 ST MARY'S CHURCHYARD

Repairs to the collapsed Witchert wall (by the school) are ongoing. There is a shortage of Witchert and more will need to be found to complete future renovations. The witchert that was available on the Redrow site has gone, so other sources will be needed. This was **NOTED**.

FA25 74 PONDS

Annual pond clearance on Banks Park and Rudd Lane Pond has been completed. We are waiting on further information regarding the bore hole project at Church End Pond.

FA25 75 PLAYGROUNDS

The quarterly inspections of the playgrounds have been carried out and any repairs scheduled. With the impending transfer of land on the Dandara site, a further playground with a multi-games area will be handed over. As part of the last inspection, this playground was assessed and have advised Dandara of any repairs which need to be completed before we adopt it.

FA25 76 SPORTS FACILITIES COMMITTEE

The draft minutes of on the 11th March was **NOTED**. There are concerns regarding the pitch flooding at Woodways despite the amount of investment the Parish Council puts into this facility. Unfortunately, to put proper drainage into Woodways would cost in the region of £100,000 which the Council does not have current plans to consider until cricket has moved permanently from Woodways to Aston Road.

FA25 77 COMMUNITY ORCHARD COMMITTEE

The draft minutes of the Community Orchard Committee meetings held on 16th December 2024 and 17th February 2025 were **NOTED**.

FA25 78 ALLOTMENTS COMMITTEE

The meeting scheduled for 11th March has been postponed to April as the meeting wasn't quorate. There has been a lot of correspondence with Michael Whitney regarding the sheds. A tenancy agreement has been shared with an annual rental of £120. There have been discussions about allowing ReLEAF to use one of the sheds for storage, this still needs to be finalised.

FA25 79 SNAKEMOOR

- (i) A report from Snakemoor Lead Volunteer was received and **NOTED**.
- (ii) The request for six volunteers to undertake power tool training was considered and it was **AGREED** that a full cost analysis would be needed as the training is expensive and need for six volunteers to be trained would need to be justified.

FA25 80 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

Report from the OFGEM Ombudsmen regarding the excess energy bills for the Workshop. Following the installation of a check meter it was discovered that the meter wasn't faulty but was due to the electric radiator which was installed by Tivoli. Once it was removed the energy bills dropped. Tivoli have been invoiced for the cost of the electricity when their operatives used the Workshop. British Gas Lite has been instructed to pay the Council £100 for poor customer service and not resolving this issue in a timely manner. A review of the workshop will be undertaken in the winter to look at improvements to the heating for the grounds maintenance team. This was **NOTED**.

To **NOTE** correspondence regarding flooding in September when there was sudden high rainfall. An ongoing project will be to establish all the properties who border onto the water course and work with them to be reminded of their riparian responsibilities. The Parish Council is looking at working with a specialist contractor to undertake a full survey of the water course. This will require getting permission from residents to enter their gardens for necessary access.

FA25 81 DATES OF FUTURE MEETINGS

Monday 2nd June, 29th September, 1st December 2025. 16th March 2026.

CONFIDENTIAL ITEMS

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the Council may resolve to exclude members of the public for an agenda item on the grounds that publicity may be prejudicial to the public interest or because of the confidential nature of the business to be transacted.

CLOSURE OF THE MEETING: 20:44

Signed:
Chair

Date:

2nd June 2025