HADDENHAM
Parish Council

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# MINUTES
# FACILITIES COMMITTEE MEETING

Monday 29th June 2026, 20:10
Conference Room, Haddenham Village Hall and remotely via Zoom

**Present:** Cllr. Garrett, Cllr. Smith, Cllr. Truesdale, and Cllr. Wheeler (Chair).
**Clerk:** Ms. Gilbert
**Facilities Manager:** Mr. Final
**Committee and Communications Officer**: Mr. Fox
**Members of the public**: 1 person and Cllr Thawley (non-committee member)

**Joining remotely via Zoom:**
**Members of the public:** None

**FA27 01 APOLOGIES**
It was **RESOLVED** to accept apologies from Cllr. Hoare. No apologies for absence were received from Cllr. Brown.

**FA27 02 DECLARATIONS OF INTEREST**
There were no declarations of interest.

**PUBLIC PARTICIPATION**
There were no requests to speak.

**FA27 03 TO APPOINT A VICE-CHAIR OF THE COMMITTEE**
It was proposed, seconded and **AGREED** to appoint Cllr. Garrett as Vice-Chair of the Facilities Committee.

**FA27 04 MINUTES**
The minutes of the meeting held on 16th March 2026 were **AGREED** as a true record and signed.

**FA27 05 FACILITIES MANGER'S REPORT**

(i) The Facilities Manager's report on the maintenance of the village assets and amenities was **RECEIVED**.

(ii) An update on ongoing projects was **RECEIVED**. The following were **NOTED**:
Church End Pond:
The PC is waiting for the last permissions for the installation of the borehole. The submissions were made by the architect in late 2025 and there has still been no final decision. The Facilities Manager is chasing the architect weekly and hopes that this will be finalised soon.


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St Mary's Lychgate:
The PC is waiting for the completed survey of the lychgate. The Facilities Manager is chasing for this weekly. Once received, the PC can start to get quotes for the work that will be needed.
Aston Road Cricket Ground:
The PC remains in close contact with Dandara, Agri Power and Haddenham Cricket Club to ensure that the new cricket ground is fit for play in the 2027 season. Regular watering is taking place and the square is beginning to look good. The tender for the new pavilion building has just been awarded and the PC will be meeting withing the contractor on the 30th June 2026.

**FA27 06 GROUNDS MAINTENANCE**

(i) It was **NOTED** that due to the gearbox blowing up, a replacement mower is being purchased for £800 under delegated authority by the Clerk and Chair.

(ii) It was **AGREED** to replace No Mow May with a year-round initiative that will deliver similar environmental benefits in a more managed and consistent way. This may include similar work recently undertaken by Cllr. Wheeler at the junction of Woodways and Stanbridge Road, where a wildflower patch has successfully grown.

(iii) It was **NOTED** that the land transfer of Phase 2 Airfield (CALA Homes) is nearly complete, this includes the pond area, the SuDS and amenity areas in front of the houses on both Tibbs Road and Handley Drive. A mix of wilding and seating areas will be kept here.

(iv) It was **NOTED** that the maintenance team are currently working some overtime hours as they catch up with extra work taken on this year.

(v) It was **AGREED** that a report be prepared comparing the cost of employing a new part-time member of staff against the current expenditure on the contractor undertaking sports pitch maintenance. It was **NOTED** that the Parish Council may be eligible for a 75% machinery grant, which could further reduce overall costs.

**FA27 07 DEVOLVED SERVICES**

It was **NOTED** that, having received legal advice, the recent memorandum of understanding from Buckinghamshire Council for 2026/2027 has been signed.

**FA27 08 STREETLIGHTS**

It was **NOTED** that an Electrical Installation Condition Report (EICR) has recently been conducted on all the streetlight assets owned by the PC. Within the last 6 years, since the last EICR test, there have been heightened safety protocol measures which is likely to result in an increased follow-up repair quote from the EICR assessor. This quote and report of work that needs to be undertaken will be provided at the Full Council meeting, taking place 10th August 2026.

**FA27 09 PLAY AREAS**

It was **DELEGATED** to the Clerk and Facilities Manager to obtain quotes to appoint a contractor for the inspection quarterly reports and repair work for the playgrounds. The PC undertake weekly inspections.


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**FA27 10 ASTON ROAD YARD**

(i) It was **NOTED** that the specifications for a new maintenance yard at Aston Road on the site of a former farm building have been received.

(ii) It was **NOTED** that replacing the roof would also require removing the present asbestos on the shed.

(iii) It was **DELEGATED** to the Clerk and Facilities Manager to obtain quotes for repairing the roof.

**FA27 11 GRANITE SETTS AT CHURCH END**

It was **AGREED** to pay for Granite Setts to be installed at Church End. This work will be carried out in three phases with the aim for it to be completed within the school holiday time to minimise disruption.

**FA27 12 DEFIBRILLATOR**

It was **AGREED** to adopt the defibrillator installed at the library.

**FA27 13 COMMUNITY ORCHARD COMMITTEE**

No updates were received.

**FA27 14 SNAKEMOOR**

A report from the Volunteer Manager was **RECEIVED:**

- The reserve has seen exceptional showings of snowdrops, daffodils and fritillaries this year.
- The Working Group on 21st March saw a very good turnout and cleared all the debris from previous hedge laying and tree surgery. Special thanks are due to Ben Towersey for the operation of a wood chipper on the day.
- The pond and stream have both been cleared, plus significant improvement work carried out in the orchard area.
- Another working group will be making further improvements to the paths before autumn arrives.
- Snakemoor volunteers will also be involved in the upcoming hedge survey programme.

**FA27 15 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA**

None.

**FA27 16 DATES OF FUTURE MEETINGS**

9th November 2026 at 19:45.

**CONFIDENTIAL ITEMS**

There were no confidential items.

**CLOSURE OF THE MEETING**

There being no further business to be transacted the Chair closed the meeting at 20:38.

Signed: _____ Date: 9th November 2026

Chair



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