ASTON CLINTON PARISH COUNCIL

Minutes of the **Facilities Committee** meeting
held at 6.30pm on **3rd July 2024** at the
Parish Council Office, Aston Clinton Park, HP22 5HL

PRESENT: Cllr D McCall (Chair), Cllr C Judge, Cllr M Mason, Cllr C Read & Cllr L Ronson

IN ATTENDANCE: Mrs S Payne (Clerk)

F24.01 Public Participation No members of the public present.

F24.02 To Receive Apologies for Non-Attendance Received from Cllr P Wyatt.

F24.03 To Elect a Vice-Chair **It was resolved that Cllr Read be elected Vice-Chair.**

F24.04 To Receive Declarations of Interest or Requests for Dispensation None received.

F24.05 To Approve the Minutes of the Meeting Held on 8th May 2024. The minutes of the meeting held on 8th May 2024 were approved as a true and accurate record and were signed by the Chair.

F24.06 To Agree Working Group Membership and Terms of Reference
It was resolved that due to an overlap in responsibilities the Grounds Maintenance Working Group & Sports & Recreation Working Group be merged and be called the Grounds Maintenance & Recreation Working Group.

The membership of the working groups were as follows:

Events Working Group: Cllr Judge, Cllr Mason, Cllr McCall & Cllr Ronson
Grounds Maintenance & Recreation Working Group: Cllr Judge, Cllr McCall, Cllr Read, Cllr Ronson & Cllr Wyatt
RKP Working Group: Cllr Hughes, Cllr Mason & Cllr Read

The working groups terms of reference were reviewed, the Clerk would draft a new terms of reference for the newly formed working group. **ACTION: Clerk**

F24.07 To Review Outstanding Actions
The committee reviewed and updated the outstanding actions list. It was agreed that the donation of seven goat willows (FS21.59iv) be removed from the list. The ANPR Working Group would meet on 10th July at 10am.

F24.08 To Consider a Request from the Village Society to Erect a Soldier Silhouette Statue & Metal Poppy Flowers at the Entrance to the Park
The committee considered the request. It was agreed that the entrance to the park was not a suitable location for the silhouette and poppies. **ACTION: Clerk**

F24.09 To Consider Amending Section 4.1 of the Council's CCTV Policy so that Named Individuals rather than Authorised Individuals have Access to CCTV Footage
It was resolved that Section 4.1 of the CCTV Policy be amended to name the Council Chair and Vice Chair and Parish Clerks as authorised individuals to access recorded images.
ACTION: Clerk

F24.10 Grounds Maintenance

i. Remedial work at trim trail stations: It was noted that areas within the parkland where trim trail stations had been sited needed remedial work as some had sunk and some needed seeding. It was agreed that Buckland Landscapes be asked to quote for these areas as well as the sunken areas near the skate park and the large trees. **ACTION: Cllr McCall**

ii. Main football pitch repositioning: Cllr McCall reported that the Football Club had confirmed that the change in the pitch location would meet with current league conditions. The club intend to move the existing dugouts to the new location in the next few weeks, the existing post holds would be left so that they could be reused when the need arose. The club

would be asked to investigate possibility of replacing the existing dugouts backing as the current backing was not in keeping with the park's aesthetic.

iii. Stream: Cllr McCall reported that the recent bacterial lab tests of stream water taking from two locations confirmed that the water quality meets high standards and is well within the standards set by the European Union for inland bathing waters.

iv. Wildbelt hedging: It was agreed that the saplings were not large enough yet to have the orange fencing removed.

v. Main gate keyholders: Following an incident at the weekend it was agreed that the Clerk investigate options for a third party to open the main park gate out of hours when cars have been locked in. **ACTION: Clerk**

F24.11 Sports & Recreation

i. Zip wire location: Cllr McCall reported that Kompan had confirmed that the zip wire would need to be installed in the 'plan B' location on the eastern side of the playpark.

ii. Zip wire & gym equipment installation: Cllr Judge reported that installation would begin on 12th August and was due to be completed on 22nd August. A RoSPA inspection had been arranged by Kompan for 22nd August. Kompan agreed to contribute to an official opening of the zip wire and a provisional date had been set for 5th September 2024 at 3.30pm**.**

iii. Playpark/skate park/MUGA remedial work: Cllr Judge reported that the playpark remedial work would be completed by the end of the week. The contractor would commence work on the MUGA and skate park next.

iv. Colts tournament: It was noted that the tournament had been well organised. Only one complaint had been received from the residents of Park View as the movement of cars along Park View had not been managed for the full period the gate had been left open, the areas were marshalled only when the tournament was due to start and finish. The Colts would be informed. **ACTION: Assistant Clerk**

v. 2024/25 football pitch hire permits: The Committee reviewed the terms of the football pitch hire permits for 2024/25.

It was resolved that the football pitch hire permit for Aston Clinton Football Club would run from 3rd August 2024 to 10th May 2025 with the closed period being 11th May to 12th July 2025.

It was resolved that the football pitch hire permit for Aston Clinton Colts would run from 24th August 2024 to 21st June 2025 with the closed period being 22nd June to 24th August 2025. **ACTION: Assistant Clerk**

F24.12 Events

i. Summer Teen Session: MKPA were designing a poster for the event taking place between 1.30pm-4pm on Friday 23rd August 2024. The poster would have a QR code to allow pre-registration as MKPA only allow 100 people at a time to take part in an activity.

ii. Scarecrow competition: This event would run in parallel with the Harvest Festival with participants donating to the food bank.

iii. October half-term Punch & Judy magic show: Two sessions had been booked with Mathew Garrett and would follow the same format as last year.

iv. 2024 Family Festival review of feedback: Cllr Judge reported that overall the feedback forms completed by visitors and stallholders had been very positive. They had highlighted the need for more toilets, more areas to get food and refreshments, the need for more attractions to reduce queuing times, and the establishment of a designated football area. The possibility of having a tombola rather than a raffle, providing a programme which includes a site map and timings for the bands and competitions would be considered by the Events WG at their next meeting.

v. 2025 Family Festival date**: It was resolved that the 2025 Family Festival would be held on the same date as Trooping the Colour which currently is set for 14th June 2025.**

F24.13 Red Kite Pavilion & Churchill Hall

i. RKP room hire costs complaint: Cllr Mason reported that a letter of complaint from the residents who attend the Pilates classes held in the RKP had been received. The recent increase in hire charges had meant that the pilates teacher could no longer afford to use the RKP and the class has had to relocate. A Council approved response had been sent stating that the pilates classes were considered a business rather than community group and therefore the matter was a business-to-business issue between the pilates teacher and the RKP tenant.

ii. Aston Clinton Scooter Club: It was agreed to allow the scooter club to hold their charity BBQ event and serve alcohol on Sunday 18th August 2024 between 11am and 5pm at the Churchill Hall. A condition that the BBQ area was confined to the space between Churchill Hall and the Bowls Club Clubhouse and did not extend beyond the length of the clubhouse building was added. The Clerk would check if the Tennis and Bowls Clubs had any scheduled competitions on that date; if they didn't the small car park could be used for the scooters otherwise the main car park would need to be used. It was noted that should complaints regarding antisocial behaviour arise the Committee would reconsider allowing future events by the group.

The meeting closed at 7.51pm

Signed……Date ……