ASTON CLINTON PARISH COUNCIL

Parish Council Office, Aston Clinton Park, London Road HP22 5HL

www.astonclinton-pc.gov.uk Tel: **01296 631269** Email: **clerk@astonclinton-pc.gov.uk**

You are hereby summoned to attend a meeting of the
Facilities Committee of the Parish Council
on **Wednesday 25th November 2026 at 6.30pm** in the
Parish Office, Aston Clinton Park, London Road, Aston Clinton HP22 5HL

Mr H Stephens Assistant Clerk 13/11/2026

MEMBERS OF THE PUBLIC & PRESS ARE INVITED TO ATTEND

AGENDA

F26.42 Public Participation

For members of the public to ask questions and raise any issues on items included on the agenda. Public Participation should be for a period of no longer than 15 minutes, each person shall not speak for more than 5 minutes. Points not included on the agenda will not be addressed at this meeting or debated. The Chair may direct that a written or oral response is given, or that the item is added to a future agenda as appropriate.

F26.43 To Receive Apologies for Non-Attendance

F26.44 To Receive Declarations of Interests or Requests for Dispensation

In accordance with Sections 30-33 of the Localism Act 2011 and ACPC's Code of Conduct, councillors are requested to disclose personal and prejudicial interests on matters to be considered at the meeting.

F26.45 To Approve the Minutes of the Committee Meeting held on 7th October 2026

F26.46 Grounds Maintenance & Recreation

i. To receive a report from the Grounds Maintenance & Recreation Working Group
ii. To receive a report and consider quotes for repairs to the Multi Use Games Area (MUGA) asphalt base
iii. To consider quotes for tree works in Aston Clinton Park
iv. To review the conditions of commercial usage of the park
v. To consider purchasing Keep Britian Tidy's 'We're Watching You" campaign signs
vi. To note that Councillor James Hughes has undergone Tree Inspection training

F26.47 Biodiversity Enhancement

i. To receive a report from the Biodiversity Enhancement Working Group

F26.48 To Consider a Request for AC Colts to Hold their Tournament on 26 & 27 June 2027

F26.49 Red Kite Pavilion & Churchill Hall

i. To receive a report from the Red Kite Pavilion & Churchill Hall Working Group
ii. To receive the Churchill Hall asbestos survey report and agree a course of action.
iii. To receive a report on the flooring of the RKP Main Hall

F26.50 Burial Ground

i. To consider a request for a resident ashes plot in advance of use
ii. To consider a request for a non-resident ashes plot
iii. To consider a request for a memorial bench

In accordance with the Openness of Local Government Bodies Regulations Act 2014 all non-confidential supporting documentation is available from the Council office or can be emailed to you.

ASTON CLINTON PARISH COUNCIL

Parish Council Office, Aston Clinton Park, London Road HP22 5HL
Tel: 01296 631269 www.astonclinton-pc.gov.uk

Minutes of the **Facilities Committee** Meeting
held at 6.30pm on **7th October 2026** at the
Parish Council Office, Aston Clinton Park, London Road HP22 5HL

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

IN ATTENDANCE: Mrs S Payne (Clerk) & two members of the public (Minutes F26.32 & F26.37iii)

F26.32 Public Participation The members of the public answered questions regarding a request for a gate to be installed onto the park from their property (F26.37iii).

F26.33 To Receive Apologies for Non-Attendance Received and accepted from Cllr T Cardy

F26.34 To Receive Declarations of Interests or Requests for Dispensation None declared.

F26.35 To Approve the Minutes of the Committee Meeting Held on 26th August 2026
The minutes of the meeting held on 26th August 2026 were approved as a true and accurate record and were signed by the Chair.

F26.36 To Review Outstanding Actions
The Committee reviewed and updated the outstanding actions list. The Clerk would circulate the updated list to the Committee. **ACTION: Clerk**

F26.37 Grounds Maintenance & Recreation

i. Park footpath: Cllr McCall and Cllr Read had met with the Clerk to discuss a specification for the relaying of the section of path between the RKP and the bench at the skate park where the paving blocks are loose and uneven, together with other areas along the remainder of the path where required. Existing paving blocks would be reused. The Clerk would seek quotes. **ACTION: Clerk**

ii. Emergency tree work: The Committee were informed that a poplar tree near the beach area was no longer safe as it was affected by Chicken of the Woods. A tree surgeon had been instructed to remove the tree and was scheduled to carry out the work on 8th October 2026. The Park Keeper would ensure the area was taped off until the work had been completed.

iii. Request for a gate from Overways onto the park: The Committee considered a request from the owners of Overways to install a close-boarded, lockable wooden gate in their rear boundary fence providing direct access onto the park. A paved or concrete threshold would be installed beneath the gate and would be located entirely within the property.
It was resolved to issue a Gate Licence Agreement for a gate onto the park from the rear boundary of Overways. **ACTION: Clerk**

iv. Bin store gate: Cllr Read reported that the contractor had agreed to replace the warped central gate of the bin store. **ACTION: Cllr Read**

v. Path bollard lights quotes: As updated quotes had not been received, it was agreed that this item would be deferred and considered at the October Council meeting.

vi. Allotments update: The allotment update report was noted. There was currently one full-sized plot and one newly formed quarter-sized plot vacant. Both had been offered to individuals on the waiting list.

vii. 2028 allotment tenancy & fees: The Committee considered the proposed inclusion of a section in the Tenancy Agreement relating to the removal of property following

termination of a tenancy. **It was resolved to amend the allotment tenancy agreement to include paragraphs 6.2.1 to 6.2.4 relating to the removal of property upon termination of a tenancy. Schedule A paragraph 2.11 would be amended to read "Raised beds are permitted but must not be made from plastic and must not exceed 40cm in height"**.

viii. **It was resolved that the allotment fees would be £27 for a full-sized plot, £13.50 for a half-sized plot and £6.75 for a quarter-sized plot. Deposits would remain unchanged.**

ix. Allotment competition**: It was resolved that the winners of the Best Allotment & Best Newcomer competitions would receive one year's allotment tenancy free of charge.**

x. Dog bin trolley: The Committee considered a request from Bucks Council's Street Cleansing Team to store a trolley at the park for use by operatives when emptying the park's dog bins. **It was resolved to allow Bucks Council to store a trolley in the park's bin store for use by its operatives when emptying the park's dog bins. The Council would not accept responsibility or liability for any loss, theft or damage. ACTION: Clerk**

F26.38 Biodiversity Enhancement

i. Cllr Ronson reported that the Biodiversity Enhancement Working Group had met and discussed the installation of hedging to fill the gaps along the boundary with Green Park.

F26.39 Events

i. The Committee received an updated report on events up to the end of the year.

ii. Santa's Float: **It was resolved to reschedule Santa's Float from 12 & 13 December to 19 & 20 December 2026**.

F26.40 Red Kite Pavilion & Churchill Hall

i. RKP urinals: Over the weekend of the Scarecrow Trail, there had been issues with blockages and drainage within the RKP's urinals. Cllr Read had arranged for a contractor to investigate. **ACTION: Cllr Read**

ii. RKP condition visit: Cllr Read & Cllr Mason would carry out a condition and state of repair inspection of the Red Kite Pavilion. **ACTION: Cllr Read/Cllr Mason**

iii. Churchill Hall asbestos survey quotes: The Committee considered quotes for an asbestos survey of Churchill Hall prior to any ceiling works being carried out. The Committee agreed that two of the three quotes being considered were acceptable and **it was resolved that the contractor able to carry out the survey on the earliest date would be instructed**. **ACTION: Clerk**

iv. RKP quotes for WC repairs: The Committee considered the quotes. **It was resolved to accept the quote from Bucks Boilers for £952.50 to replace four toilet cisterns and investigate a water leak in the ladies' toilets**. **ACTION: Ast Clerk**

v. YCITP signage: The Committee considered a request from Your Café in the Park to replace their existing signage at the entrance to the park. The signs would be the same size as the existing ones and would be placed in the same locations. It was noted that there was a spelling error in the proof provided whereby 'Licenced' should be 'Licensed'. **It was resolved to approve the replacement of the existing Your Café in the Park signage at the entrance of the park**.

F26.41 Burial Ground

i. Damage to plants: The Clerk reported that there had been a complaint that plants within the burial ground had been damaged. The grounds maintenance contractor had been contacted in case the damage had been caused during strimming operations. It was noted that the plant damage could have been caused by local wildlife.

ii. Unauthorised kerbstone installations: The Clerk reported that the unauthorised kerbstone installations had been removed.

The meeting closed at 8.09pm

Signed……Date ……

DRAFT

Facilities Committee-
25/11/2026

Agenda item 26.46ii: – MUGA Base Repairs

REPORT AUTHOR: MR H STEPHENS – ASSISTANT CLERK

BACKGROUND

The Multi-Use Game Area (MUGA) in Aston Clinton Park, was noted in the April 2026's quarterly Operational Inspection as having hard/sharp projections and cracks which causes trip and puncture risks to users. These dangers were graded as medium risk with the task given to make good the surface.

The inspection report was forwarded, along with other items, to playground maintenance companies to quote for repairs. Council approved the omnibus works package by contractor, Safeplay, to be undertaken after the summer holidays inn early September. During the repairs, the site lead contacted the assistant clerk to inform that the cracking in the asphalt, and loosening/projecting of concrete kerbstones had got worse since the photos sent for quote.

The site lead informed that the necessary repairs for the current state of the MUGA's base exceeded their capability of patching small cracks and repairing loose kerbstones, and recommended the Council engage a tarmac repair professional. The site lead also stated that there were clear signs of subsidence at the rear side of the base. Safeplay removed the MUGA's base repairs from their final invoice.

Following this, another Operational Inspection was performed in late September, which again graded the risk level medium and noted the ongoing cracking and risks. Pictures are included in the appendix of the cracking and projections identified.

<u>Quote 1</u>

<u>MUGA Repairs</u>:
To saw cut and break out failed areas to the perimeter.
Remove damaged and loose edgings for disposal.
Excavate edging trench deeper than the original.
All excavated material to be removed from site.
Supply & install 80lm of flat-top edgings on GEN2 concrete.
Repair existing sub-base as required.
Supply & lay 60mm of AC20 open graded binder.
Supply & lay 25mm of AC6 open graded surface course.
Supply & grade additional topsoil to perimeter as required (allowance of 40 tonnes).
For the sum of **£16,811.00 + vat**

<u>Quote 2</u>
Not received at time of this report creation

Quote 3

POTHOLE & SURFACE DEFECT REPAIR QUOTATION **£5,200.00 + VAT**

Scope of Works

1. Site Preparation & Safety
A safe and compliant working area will be established using traffic cones, barriers and warning signage in accordance with current Health & Safety legislation. Where required, pedestrian and vehicle movements will be managed to minimise disruption throughout the works.
2. Repair Locations
This quotation covers **localised pothole and surface defect repairs only** to the repair areas identified by our Surveyor, confirmed by our Site Engineer before commencement, or from photographs or plans supplied by the Client where a pre-start inspection is not possible.
3. Defect Removal & Surface Preparation
Defective asphalt will be removed to the required depth using specialist equipment including a **Bobcat S550 planer attachment**, **JCB Beaver hydraulic breaker** or equivalent plant, depending on site conditions. Loose material, dust and debris will be removed to provide a clean, stable surface ready for resurfacing.
4. Tack Coat Application
A premium **K170 polymer-modified bitumen emulsion** tack coat will be applied to all prepared edges and surfaces to maximise adhesion between the existing pavement and the new asphalt.
5. Base Course Reinstatement
Where required, failed foundation material will be locally reinstated using approved high-performance asphalt materials to restore the pavement's structural integrity.
6. Asphalt Surfacing
Premium **Stone Mastic Asphalt (SMA)** or other specified asphalt material will be hand laid by experienced surfacing engineers and compacted using specialist rollers or vibrating compaction equipment to achieve a durable, professional finish. **The material sets immediately upon compaction, allowing the repaired area to be reopened without unnecessary delay where site conditions permit.**
7. Joint Sealing
All construction joints will be sealed using **hot-poured H4 bitumen joint sealant** to minimise water ingress and maximise the service life of the repair.
8. Waste Management
All waste arising from the works will be removed from site and transported to a licensed waste transfer and recycling facility. Wherever practicable, recovered materials will be recycled in accordance with current environmental legislation.

FINANCIAL & GOVERNANCE CONSIDERATIONS

Estimated cost: £5200 - £16,811 +VAT
Funding source: Equipment Repair/General Reserves
Ongoing financial commitment: *No*

LEGAL & OTHER IMPLICATIONS

As occupier of the MUGA, the Council has a duty under the Occupiers' Liability Act 1957 to take reasonable care to ensure that lawful users are reasonably safe when using the facility.

Failure to take reasonable steps to address known defects could expose the Council to personal injury claims.

ACTION

- Note the inspection findings and reported deterioration of the MUGA base

- Determine whether further specialist assessment of the reported subsidence is required and consider suitability of received quote.

Appendix









Summer Tournament 2027

Saturday 26 & Sunday 27 June

Proposal to Aston Clinton Parish Council

The tournament at a glance

Our main annual fundraiser

A weekend of grassroots football that brings families and visiting teams into the village.





26–27 June 2027

Proposed playing hours: 9:00am–4:45pm each day, with morning and afternoon sessions.



What the funds support

Pitch hire and equipment, affordable football for our members, and club activities for children.





Planning for 2027

Build on the 2026 event, with a dedicated event committee and stronger welfare and security arrangements.





The tournament at a glance

Our main annual fundraiser

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A dedicated tournament committee

Tony will lead the event team

Tony serves in the RAF and is a highly qualified coach and referee. He has been with the Colts for four years.



Tony's tournament committee

As the event has grown, we are forming a dedicated committee. Lol will lead Tournament Scheduling and Rules. Dami and Greg will sit under Tony as we recruit more help. Tony will also enlist further RAF support, building on last year. tournament committee.

The tournament committee will work with the club committee and Parish Council on the event arrangements.

Club committee & event oversight

Club leadership

Jenifer Rhodus
Chair

Antonia Lloyd
Treasurer

Club coordination

Di Waller, Club Secretary
Yat Ghedia, Engagement Officer
Gary Woodley, Development Officer
Russ / Yat, Food

Tony leads the dedicated 2027 tournament committee, with club committee oversight.

Tournament planning

- Football & site layout
- Parking & pedestrian access
- Welfare & first aid
- Food & refreshments
- Entertainment
- Toilets & waste

Football format & the Astro

Age groups and sessions

Retain a tournament across the club's age groups, including girls' divisions. Confirm the final team numbers, timetable and pitch allocation before publication.

Youngest players: 3v3

Use the Astro again for the new 3v3 matches. In 2026, this enclosed area made it easier to keep the little ones together and supervise them.

Space for families

Close the nearby parking area to vehicles so spectators can view the matches safely.

Camps and warm-ups

Keep the grass pitch opposite the Astro free of matches for teams to set up camp and warm up.



2027 site plan

Saturday 26 & Sunday 27 June



Toilets

Players & coaches only

A - Event hub

2027 arrangements

Astro for the youngest 3v3 matches.

Close nearby parking for spectator viewing.

Keep the grass pitch opposite free for team camps and warm-ups.

BORG near the Astro to help children cross safely.

Planning base from the 2026 layout. Confirm the reserved grass area, final pitch allocation and welfare locations before issue.

Astro access & safe crossings



The 2026 approach worked

We blocked the nearby parking area for spectators and kept the grass pitch opposite free for camps and warm-ups.

BORG beside the Astro

BORG helped children navigate the crossing safely. We propose the same position and support for 2027.

2026 reference layout. Final 2027 spectator, camp and crossing areas to be agreed.

Parking & pedestrian access

BORG support

Continue working with BORG on parking and traffic flow, with a team and rota agreed for the weekend.

Park car park and Meadow

Request use of the Meadow for overflow parking, alongside the main car park. Keep emergency access clear.

Separated routes

Use barriers along Park View Lane and clear signs to guide drivers and pedestrians. Include BORG support near the Astro crossing.

Capacity and arrival planning

Confirm the usable spaces after the Astro parking closure. Share walking and car-sharing advice with teams and plan session changeovers.

Bucks Search & Rescue

Welfare & security

Community officer presence

We will engage with local community officers to request their presence across the weekend, following increased issues on the sidelines.

Learning from the 2026 incident

A safeguarding incident involving an individual known to pose a sexual risk to children caused significant stress for our volunteers to manage without police support.

For 2027, we propose agreeing a police contact and escalation route in advance, alongside clear welfare responsibilities and expected sideline behaviour.

Health & safety arrangements

Risk assessments

Provide the Parish Council with updated event risk assessments and supplier documents before the tournament.

First aid and registration

Carry forward the plan for two first aiders. Agree a sheltered base in the RKP and clearly signpost both first aid and registration.

BBQ and food safety

Use the club’s event BBQ on the grass between the café and MUGA, with safe separation from play and a food safety qualified volunteer.

Equipment and attractions

Confirm supplier safety documentation and insurance for inflatables. Agree safe access and supervision in the family area.

Food & drink

Colts BBQ

Russ / Yat will lead food. Bacon sandwiches in the morning, with burgers and sausages at lunchtime, will support club fundraising.

Bull Bar, Stoke Mandeville

Bull Bar, Stoke Mandeville, will bring a mobile bar and a large tent to create a central meeting point for visitors throughout the weekend.

Café & refreshments

Coordinate the offer with Nick and the café. Plan soft drinks, sports drinks and juices, plus a fruit stand as a healthy option for children.

Donations and storage

Reconfirm any Arla milk donation and sponsorship. Agree storage, refrigeration and daily transport of food before the event.

Entertainment & community stalls



A family area throughout the day

Plan inflatables for different ages, including the large slide, zorbs and a smaller bouncy castle.

Community participation

Invite local charity stalls and a BORG information stand. Reconfirm the presentation stage and audio arrangements with Radley Entertainment.

Retained stalls map. Vendor positions and bookings remain subject to agreement for 2027.

Toilets, waste & equipment

Toilets and team waste

Plan for 10 portable toilets, split between the tennis court pitches and allotment end. Give each coach a bin bag and direct teams to the wheeled bins.

Wheeled waste bins

Move away from a large skip and use Grundon waste bins on wheels, as Sam suggested, to help manage waste around the site.

Deliveries and collections

Agree bin numbers, locations and collections with the supplier. Coordinate Friday delivery and Monday collection of the toilets with the Clerk.

Secure storage

Agree secure storage for equipment in the Astro overnight, while keeping the 3v3 playing area clear during the event.

Weekend arrangements

FRIDAY 25 JUNE	Deliver toilets and wheeled waste bins. Volunteers begin pitch placement and site setup.
SATURDAY 26 JUNE	Stalls and first aid ready by 8:30am. Proposed tournament hours 9:00am–4:45pm.
SUNDAY 27 JUNE	Repeat the morning readiness check. Secure equipment and clear the site after play.
MONDAY 28 JUNE	Coordinate collections and a final park check with the Clerk.

Parish Council discussion

Approval and arrangements to agree



Use of the park, Astro and Meadow on 26–27 June 2027

Closure of the parking area beside the Astro for spectators

Reserved grass space opposite the Astro and BORG crossing support

Community officer engagement and a clear police escalation route

First aid base, facilities, deliveries and final site layout



Appendix: original site map



2026 reference only. Use the enhanced plan and 2027 operating arrangements for discussion.

Aston Clinton Park Event Application Form

Event: Aston Clinton Colts JFC Summer Tournament 2027

Event details

Event Description: Two-day junior football tournament supporting grassroots football and club fundraising, with 3v3 matches on the Astro, grass pitches, presentations, a family activity area, community stalls, BBQ and refreshments. All proposed facilities and supplier arrangements remain subject to approval and confirmation.

Event Date: Saturday 26 and Sunday 27 June 2027. Setup Friday 25 June; collections and final site check Monday 28 June, subject to Council agreement.

Event Time: Proposed play 09:00–16:45 each day; stalls and first aid ready by 08:30. Setup and clearance access times to be agreed with the Council.

Expected Number of Attendees: To be confirmed by Tony Hynes from team entries, spectators, volunteers and suppliers. Peak attendance and the appropriate category will be confirmed for licensing and Safety Advisory Group submissions.

Will there be an attendance fee for this event? Team entry and spectator/parking charging arrangements and rates to be confirmed before sales open.

Event organiser details

Name of Organization or Individual: Aston Clinton Colts JFC

Contact Person: Jenifer Rhodus, Chair. Tournament lead: Tony Hynes (Anthony);

Contact Email:

Contact Phone Number:

Address:

Data consent: Confirmation of consent to Council processing of the information in this application is pending applicant review.

Event location

Proposed location: grass tournament areas within Aston Clinton Park, the Astro for 3v3, and the Meadow for overflow parking, subject to Council approval. The numbered map below shows indicative uses, not final pitch or stall boundaries.

Map key: 1 Grass tournament areas, exact pitches to agree. 2 BBQ between café and MUGA, plus nearby registration/first aid base subject to approval. 3 Family/stall area, final position to agree. Astro, adjacent spectator area and Meadow parking are additional areas to agree separately; they are not identified on this base map.

Unfortunately, the area in red is unable to be booked for events due to prior terms with ACFC.



Indicative proposed zones only. The original Council restriction on the red area remains in place. Final layout and access arrangements require Council agreement.

Event requirements

Food and Beverage Services: Colts BBQ led by Russ/Yat: bacon sandwiches, burgers and sausages, with a food-safety-qualified volunteer. Coordinate café provision with Nick. Soft drinks, juices and fruit proposed. Bull Bar, Stoke Mandeville, mobile bar and large tent proposed; bookings, licensing and supplier documents to be confirmed.

Waste Management Plan: Grundon wheeled bins distributed around the site, replacing the large skip; quantities, locations and collections to be agreed. Each team receives a bin bag. Volunteer litter sweeps, end-of-day clearance and a final park inspection are planned. Coordinate deliveries Friday 25 June and collections Monday 28 June with the Clerk.

Security and Safety Measures: Updated event and safeguarding risk assessments to be supplied. Plan for two first aiders and a signed, sheltered first aid/registration base in the RKP, subject to agreement. Agree emergency vehicle routes, volunteer briefing, lost-child procedures and welfare responsibilities. Request community officer support and agree a police escalation contact. BORG parking and Astro crossing support requested; staffing and rota to be confirmed. Obtain supplier safety and insurance documents for inflatables.

Insurance Coverage: Current public liability cover, policy limits and event/supplier scope to be verified by the club. Insurance certificate to follow; not attached to this application.

Supporting documents

To follow: Updated event and safeguarding risk assessments; current public liability certificate; supplier safety and insurance documents; temporary structure risk assessment; licensing and Safety Advisory Group submissions as required. These are not included with this form.

Additional information

Parking: Request main car park and Meadow overflow parking with BORG traffic management. Close parking beside the Astro for spectators; retain grass opposite for team camps/warm-ups. Use barriers and signs along Park View Lane, separate pedestrians and vehicles, and keep emergency access clear. Confirm capacity and session changeovers; encourage walking and car sharing. Delivery/height-barrier access to be agreed with the Clerk.

Noise Levels: Presentation stage/audio proposed, subject to confirmation with Radley Entertainment. Limit amplification to announcements and presentations during agreed event hours; direct speakers away from nearby homes and keep volume under review. Entertainment and licensing requirements to be confirmed.

Public Access: Maintain access to public paths and unaffected park facilities, with clear signs and marshals where routes cross event traffic. Proposed Astro-side parking closure, pitches and activity zones to be agreed with the Council. No use of the restricted red area without separate permission.

Gazebos/Temporary Structures: Team gazebos, registration/first aid shelter and a large bar tent proposed; exact numbers, positions and dimensions to be confirmed. Secure structures to supplier instructions, assess wind/weather conditions and keep exits/routes clear. Council temporary-structure risk assessment to be completed, signed and returned separately.

For events involving alcohol sales or regulated entertainment: relevant licensing forms and permissions to follow once supplier arrangements are confirmed. No permission is claimed by this application.

For events with over 500 people: attendance to be confirmed and the required Safety Advisory Group forms submitted separately. Supporting documents remain outstanding for final approval.

Declaration: I declare that all the information provided in this application is accurate and complete to the best of my knowledge. I understand that approval is subject to review and compliance with Aston Clinton Parish Council policies and regulations. Confirmation pending applicant review.

Signature: Jenifer Rhodus, Chair — typed applicant name; signature/confirmation pending.

Date prepared: 13 November 2026

Submission instructions

Please submit this completed form to assistantclerk@astonclinton.org or to Aston Clinton Parish Council Office, Aston Clinton Park, HP22 5HL no later than 6 weeks prior to the planned event date.

You will be contacted regarding the status of your event application following the next Council or Facilities Committee Meeting.

DSC
Environmental
Services

Aston Clinton Parish Council

ASBESTOS REFURBISHMENT SURVEY WITHIN SPECIFIED AREAS

Churchill Hall
Aston Clinton
HP22 5HL



DSC
Environmental
Services

DSC Environmental Services Ltd (DSC) is a company limited by guarantee, registered in England (No.10933866).

Registered Office: DSC Environmental Services Ltd c/o Murray Accounting Services, 176-178 Berkhampstead Rd, Chesham HP5 3EE

UKAS
INSPECTION
10302

Document Control

Contract No: D-07240

Title: Asbestos refurbishment survey of Churchill Hall

Client: Aston Clinton Parish Council

Date of Issue: 09/11/2026

Revision: Final

Document Control: 009-V8

Authorised By:	Mark Hedges	**Reviewed By:**	Tim Parrott
Position:	Senior Consultant	**Position:**	Senior Consultant
Signature:		**Signature:**	
Date:	09/11/2026	**Date:**	09/11/2026

DSC Environmental Service Ltd (DSC) has produced this report for the sole use of the client in accordance with the client instruction.

This report is not to be used for contractual or engineering purposes unless the front cover sheet is signed where indicated by both the originator of the report and the approver and the report is designated 'Final' on the cover sheet.

This work has been undertaken in accordance with the quality management system of DSC Environmental Services Ltd. DSC Environmental Services Ltd (DSC) is a company limited by guarantee, registered in England (No. 10933866).

Registered Office: DSC Environmental Services Ltd c/o Murray Accounting Services, 176-178 Berkhampstead Rd, Chesham HP5 3EE..

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EXECUTIVE SUMMARY

An Asbestos Refurbishment Survey was carried out within Churchill Hall, Aston Clinton, HP22 5HL.

- Asbestos refurbishment survey of church hall ceiling – Specified areas, survey aligned to proposed works
- The proposed works include removal of the existing ceiling, installation of new plasterboard, replastering and redecoration. Part of the ceiling has been damaged following a water leak and we are concerned that the existing textured coating (Artex), along with any associated materials that may be disturbed during the works, could contain asbestos.
- Access via standard step ladders to a height of 3.5m
- Asbestos management survey to all other areas of Hall, including external elevations

The survey was fully intrusive and as comprehensive as possible under the conditions described however asbestos materials may be present behind identified ACMs and other building materials. Care should be taken, or further investigations carried out when accessing into voids or cavities. (See Section 3 for further information on any agreed restrictions and limitations within this survey.)

See Sections 2 and 3 for further information on scope of survey and any specific restrictions and limitations.

At the time of the survey, the premises were occupied and the utilities were live.

ASBESTOS CONTAINING MATERIALS (ACMS):

All ACMs are summarised in the table below and are fully detailed in Appendix 2 – Asbestos Survey Register; with the breakdown of material scores and priority scores (where provisionally collected) shown on the photographs in Appendix 4.

Location	Item	Recommended Action	Recommended Action Period
Floor G - 001 Entrance Hall and cupboard	Textured coating to ceiling	Manage	Routine
Floor G - 004 Hall	Textured coating to ceiling	Manage	Routine
Floor 1 - 001 Loft	Floor tile debris	**Remove**	Routine
Ext-001 External elevations	Damp proof coarse	Manage	Routine

Recommended Actions highlighted in **bold and underlined** indicate that remedial work is advised as shown.

Where remedial work is considered a priority, a Recommended Action Period of Urgent is shown.

Items with a Recommended Action/Action Period combination of Manage/Routine should be managed as per the client's Asbestos Management Policy (See Section 5.5)

AREAS OF NO ACCESS

This indicates that a location could not be accessed during the survey. It should be presumed that ACMs may be present in this/these location(s) until shown otherwise through further investigation.

All areas were accessed.

PRESUMED ASBESTOS

This indicates that items in a location could not be inspected during the survey. It should be presumed that ACMs may be present within this/these item(s) until shown otherwise through further investigation.

All presumed items are summarised in the table below and are fully detailed in Appendix 2 – Asbestos Survey Register.

Location	**Item**
Floor 1 - 001 Loft	Within loft – Limited access gained

Notes to Executive Summary

The duty to manage requirement in CAR 2012 Regulation 4 allows for materials to be presumed to contain asbestos. In this report, there are two levels of 'presumption'

Strongly presumed to contain asbestos:

Materials which themselves have not been sampled, but are cross referenced to similar materials which have been sampled and found to contain asbestos. These materials are found within the Asbestos Register and are identified on plans with a prefix of 'X' in front of the Sample Number.

Materials in which asbestos was known to have been commonly used in the manufactured product at the time of installation such as cement sheets, gutters, flue pipes which are readily identifiable, or materials which have the appearance of asbestos but no sample has been taken, e.g. thermal insulation on a pipe where fibres are clearly visible. These materials are found within the Asbestos Register and are identified on plans with a sample code of "SP".

Presumed to contain asbestos

Items where there is insufficient evidence to confirm that they are asbestos free e.g. where access is restricted due to excessive damage or Health & Safety related issues. These materials are found within the Asbestos Register and are identified on plans with a sample code of "P".

It is important that this report is kept whole; DSC does not take responsibility for misinterpretations made due to individual sections or appendices of this report being distributed separately.

1. INTRODUCTION

DSC Environmental Services Ltd (DSC) undertook an Asbestos Refurbishment Survey within Churchill Hall, Aston Clinton, HP22 5HL.

The survey was undertaken at the request of Samantha Payne from Aston Clinton Parish Council, Churchill Hall, Aston Clinton, HP22 5HL.

The survey was carried out on 02/11/2026 by Mark Hedges, Lead Surveyor and Matthew Hicks Assistant Surveyor, of DSC, and is intended to aid the client in compiling an asbestos register for the premises.

Plans of the premises were used to aid the surveyor in identifying locations during the survey. These plans are shown in Appendix 4 of this report.

Sample analysis has been conducted by a DSC approved UKAS ISO 17025 Laboratory

2. SCOPE OF SURVEY

- Asbestos refurbishment survey of church hall ceiling – Specified areas, survey aligned to proposed works
- The proposed works include removal of the existing ceiling, installation of new plasterboard, replastering and redecoration. Part of the ceiling has been damaged following a water leak and we are concerned that the existing textured coating (Artex), along with any associated materials that may be disturbed during the works, could contain asbestos.
- Access via standard step ladders to a height of 3.5m
- Asbestos management survey to all other areas of Hall, including external elevations

The purpose of the survey was to locate, so far as was reasonably practicable, the presence and extent of any suspect ACMs within the surveyed area. To achieve these objectives the survey involved destructive inspection, as necessary, to gain access to all areas including those difficult to reach. A full sampling programme was undertaken to identify possible ACMs and estimate their area or volume.

Where measurements or other dimensions are recorded within this report, they are an estimation based on surveyor knowledge. Prior to scoping removal works these figures should be confirmed by those compiling documentation or by any preferred removal contractor prior to undertaking the work. Where widespread ACMs such as pipe insulation debris have been identified within a large area this will be recorded as the full floor area as it is likely that the whole area will require remedial works to ensure all debris has been removed.

Man Made Mineral Fibre (MMMF) insulation may occasionally be noted during the survey to avoid potential future confusion, however, extents and conditions unless otherwise specified are not part of the remit for this survey.

Recommendations regarding the future management of asbestos containing materials are given in Section 5, General Recommendations.

3. RESTRICTIONS AND LIMITATIONS

It should be noted that whilst the surveyor exercised all reasonable skill and diligence to examine all materials, we cannot guarantee that all asbestos containing materials have been located. Some materials may well be hidden within the fabric of the building or in other non-accessible areas, and may only become known during refurbishment or demolition.

Where surveyors have faced restrictions and/or limitations during the survey they will be highlighted either as areas of no access gained or presumed asbestos as per the Executive Summary and Appendix 2.

Where the client has placed specific restrictions or limitations on the survey scope, these are listed below:

- Within live services – no internal inspection
- No windows or doors removed
- No physical access above 3.5m height

4. SURVEY FINDINGS

6 samples were collected during the survey. Including strongly presumed materials; asbestos is present in 5 items.

All materials containing, strongly presumed or presumed to contain asbestos are detailed within the Asbestos Survey Register, Appendix 2. The register also details non-asbestos areas and items noted during the asbestos survey.

Where present, survey photographs are shown in Appendix 3.

Plans of the premises have been used to illustrate the report; these are shown in Appendix 4 of this report.

Where present, the Certificates of Analysis are given in Appendix 5.

5. GENERAL RECOMMENDATIONS

The following sections give general guidance on appropriate control of ACMs.

5.1 Remedial Work

If a building or area is programmed for demolition then all ACMs must be removed.

Removal of ACMs may be the only practicable option where refurbishment is planned.

Consideration should be given to reducing the score, by remedial action, for all ACMs with a high material assessment score, i.e. 10 or more or with a medium material score, i.e. 7-9.

Removal of ACMs should be considered where these ACMs are already highly damaged or likely to sustain damage due to location and use or occupancy of an area.

Encapsulation or sealing will depend on the nature of the asbestos material and its condition and the type of protection required (taking into consideration flammability requirements). ACMs should be sealed with a specially formulated sealant, such as “ET-150”. The sealing coat must adhere firmly and the integrity of the asbestos material must be sufficient to carry the sealing coat.

It is recommended that a detailed specification be compiled for these works, which should be included in any tender documentation. In addition, where further demolition or refurbishment is required then a further Asbestos (Refurbishment/Demolition) Building Survey should be commissioned.

5.2 No Asbestos Detected

Where ACMs were not detected, no further action is required.

5.3 Labelling

Where appropriate, ACMs should be labelled with an asbestos warning label as described in The Control of Asbestos Regulations 2012 Approved Code of Practice. Labels must be permanently fixed and care should be taken to ensure that the asbestos is not damaged during labelling. Some locations may not be suitable for labelling, e.g. public areas. In these situations, other methods of identification can be used, for example using a unique colour of paint or affixing “Permit to Work” labels.

5.4 Further Investigation

Where areas or items were not accessible to the surveyor at the time of the survey, either because of locked rooms or because to gain access would have compromised the safety of the surveyor or caused excessive damage to the fabric or décor of the building, further investigation is required. In these circumstances, it has to be presumed that ACMs may be present in these areas until shown otherwise.

5.5 Asbestos Management Policy

Asbestos Management policy/plans are not typically required for asbestos refurbishment surveys, however if the building is to remain in use, then general management considerations may be applicable and are provided below. Commissioning an asbestos management survey may be required if the building is to remain in use.

An asbestos management policy should be instigated to comply with the legal responsibilities for the management of asbestos. This should include regular inspection of any ACMs, e.g. on a 6 monthly or annual basis, as appropriate.

A record of these inspections must be maintained. The date of the following inspection is dependent on the findings of each inspection and should be reviewed in light of any damage or deterioration accordingly.

The management should also ensure that maintenance work is only carried out following consideration of the potential to disturb asbestos materials which may not have been identified by this Survey and the necessary measures to control exposure.

5.6 HSE Publications

Further advice on working with and managing ACMs can be taken from the following publications issued by the HSE:

Health and Safety at Work etc Act 1974	ISBN 978 0 11 113698 0
L143 (Second edition) Managing and working with asbestos Control of Asbestos Regulations 2012, Approved Code of Practice and guidance	ISBN 978 0 7176 6618 8

The following guidance is relevant to work with asbestos materials:

HSG53 Respiratory protective equipment at work 2013	ISBN 978 0 7176 64542
HSG210 Asbestos essentials. A task manual for building, maintenance & allied trades of non-licensed work 2010	ISBN 97807 17665037
HSG227 A comprehensive guide to managing asbestos in premises 2002	ISBN 97807 17623815
HSG247 Asbestos: The licensed contractors guide 2006	ISBN 97 807 17628742

REFERENCES

1. DSC Instruction Manual No. 1, “Surveying and Sampling of Asbestos in Buildings”

2. Health & Safety Executive (HSE), (2021); HSG 248, “Asbestos: The analysts’ guide”.

3. Health & Safety Executive (HSE), (2012); HSG 264, “Asbestos: The survey guide”.

APPENDIX 1

SURVEY METHODOLOGY

UKAS ACCREDITATION

The survey and sample collection are carried out under DSC UKAS accreditation (ISO 17020)

SURVEY AND SAMPLING

The survey and sampling is carried out in accordance with DSC documented in-house procedures (Reference 1) based on Health & Safety Executive (HSE) Guidance Notes; HSG 248, "Asbestos: The analysts' guide" (Reference 2) and HSG264, Asbestos: The survey guide (Reference 3).

ANALYSIS

DSC uses external UKAS accredited laboratories for the analysis of samples taken during surveys and any liability associated with the results of sample analysis remains the responsibility of the laboratory. Samples are analysed using methods based upon the Health & Safety Executive Guidance Note HSG 248, Asbestos: The analysts' guide.

MATERIAL ASSESSMENT

An assessment was made of the potential for each identified ACM to release asbestos fibres. This Material Assessment is based upon assigning scores according to the Product Type, Asbestos Type, Amount of Damage and Surface Treatment. The scores for each category are added together to give an overall Material Assessment score.

The Material Assessment score relates to the conditions at the time of the survey. The overall rating can therefore change, e.g. if ACMs are damaged or sealant degrades.

Material Assessment scores range from 2 to 12; non-asbestos materials are not scored. The scores are defined as follows:

Sample variable	Score	Examples of scores (see notes for more detail)
Product type (or debris from product)	1	Asbestos-reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement etc.)
	2	AIB, millboards, other low-density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt.
	3	Thermal insulation (e.g. pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing.
Extent of damage/deterioration	0	Good condition: no visible damage.
	1	Low damage: a few scratches or surface marks, broken edges on boards, tiles etc.
	2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres.
	3	High damage or delamination of materials, sprays and thermal insulation. Visible asbestos debris.
Surface treatment	0	Composite materials containing asbestos: reinforced plastics, resins, vinyl tiles.
	1	Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated) asbestos cement sheets etc.
	2	Unsealed AIB, or encapsulated lagging and sprays.
	3	Unsealed lagging and sprays.
Asbestos type	1	Chrysotile.
	2	Amphibole asbestos excluding crocidolite.
	3	Crocidolite.
Total		

Score	Potential to release asbestos fibres
10 or more	High
7-9	Medium
5-6	Low
4 or less	Very low

Recommended Action: Based on the material assessment score and surveyor findings, a starting point for appropriate action is recommended. Where any form of remediation is recommended i.e. repair/seal, then this is the most appropriate short-term action, which may require follow up works (e.g. after repair of an ACM then labelling/inspection and management will then be required).

Inspect and Manage
Protect/Enclose
Remove
Repair
Seal/Encapsulate

Recommended Action Period: A preliminary guide by the surveyor based on material assessment and experience. This is designed to highlight any ACMs which are considered to be in position/condition to require immediate attention.

Urgent
Routine (typically manually)

REGISTER DESCRIPTIONS

Sample Code: The unique number of any sample collected, or reason why no sample was collected, is recorded in this column.

Code	Description
NAG	No Access Gained
S	Sample
X	Cross referenced to a sample
Strongly Presumed	Asbestos strongly presumed by visual inspection
Presumed	Asbestos presumed as surveyor unable to investigate further due to potential damage (to fabric or décor of building) or due to health and safety restrictions

APPENDIX 2

ASBESTOS SURVEY REGISTER

ASBESTOS SURVEY REGISTER
CHURCHILL HALL

Churchill Hall														
Date of Inspection	**Floor**	**Room Number**	**Room Function**	**Sample Code**	**Item**	**Material**	**Accessibility**	**Extent**	**Condition Code**	**Material Score**	**Analysis Result**	**Recommended Action**	**Action Period**	**Remarks**
02/11/2026	G	001	Entrance hall and cupboard	S002	Floor tiles	Vinyl/Thermoplastic	Routinely Disturbed	6 m²	-	-	No Asbestos Detected	No Action Required	-	Present throughout whole building,
02/11/2026	G	001	Entrance hall and cupboard	X001	Textured coating to ceiling	Textured Coating	Easily Disturbed	4 m²	Low damage	4	Chrysotile	Manage	Routine	Plasterboard ceiling, masonry and plasterboard walls, plaster finishes, timber doors, floor tiles onto concrete, upvc door and door header
02/11/2026	G	002	Ladies toilet	No Suspect Material Noted	-	-	-	-	-	-	-	-	-	Plasterboard ceiling, ceramic tiles to walls, modern cistern and sanitary ware, modern vinyl floor tiles onto concrete
02/11/2026	G	003	Gents toilet	No Suspect Material Noted	-	-	-	-	-	-	-	-	-	Plasterboard ceiling, ceramic tiles to walls, modern cistern and sanitary ware, modern vinyl floor tiles onto concrete

Churchill Hall														
Date of Inspection	**Floor**	**Room Number**	**Room Function**	**Sample Code**	**Item**	**Material**	**Accessibility**	**Extent**	**Condition Code**	**Material Score**	**Analysis Result**	**Recommended Action**	**Action Period**	**Remarks**
02/11/2026	G	004	Hall	S001	Textured coating to ceiling	Textured Coating	Occasional Disturbance	56 m²	Low damage	4	Chrysotile	Manage	Routine	Plasterboard ceiling, masonry walls, plaster finishes, timber low level panels around whole room, timber doors, upvc door, floor tiles onto concrete floor, timber loft hatch, cork pin board
02/11/2026	G	004	Hall	S004	Insulating board panel to ceiling	Insulating Board	Occasional Disturbance	3 no	-	-	No Asbestos Detected	No Action Required	-	Present to ceiling
02/11/2026	G	005	Kitchen	S005	Textured coating to ceiling	Textured Coating	Occasional Disturbance	11 m²	-	-	No Asbestos Detected	No Action Required	-	Present to kitchen and cupboard ceiling. Plasterboard ceiling, masonry and plasterboard walls, plaster finishes, ceramic tiles to kitchen worktops, modern fixtures and fittings, modern vinyl flooring onto concrete
02/11/2026	G	006	Store room	No Suspect Material Noted	-	-	-	-	-	-	-	-	-	Plasterboard ceiling, masonry walls, concrete floor, timber door

Churchill Hall														
Date of Inspection	**Floor**	**Room Number**	**Room Function**	**Sample Code**	**Item**	**Material**	**Accessibility**	**Extent**	**Condition Code**	**Material Score**	**Analysis Result**	**Recommended Action**	**Action Period**	**Remarks**
02/11/2026	1	001	Loft	S003	Floor tile debris	Vinyl/Thermoplastic	Occasional Disturbance	Small amounts	Low damage	4	Chrysotile	Remove	Routine	Possible further occurrence throughout loft area
02/11/2026	1	001	Loft	Presumed	Within loft	Limited Access Gained	-	-		6	Presumed Asbestos	-	-	Modern roof membrane, mmmf blanket, floor tile debris, timber frame, block walls, fibreglass water tank
02/11/2026	Ext	001	External elevations	S006	Damp proof coarse	Bituminous Product	Usually inaccessible	Extensive	Low damage	3	Chrysotile	Manage	Routine	Present around whole building. Modern roof, plastic rainwater goods, metal downpipe, upvc facia and soffit, brick and render walls, upvc wall cladding, modern windows and doors, modern sealant

APPENDIX 3

SURVEY PHOTOGRAPHS

Floor:	G	**Location description:**	Entrance hall and cupboard
Room/Area:	001	**Sample Number:**	S002
Material:	Vinyl/Thermoplastic	**Item:**	Floor tiles
Measured Extent:	6 m²		
Damage/Condition:	Low damage	**Asbestos Type:**	No Asbestos Detected
Notes:	Present throughout whole building,		

OVERVIEW



CLOSE-UP



Recommendations:	No Action Required

Material Assessment

Product:	0	**Condition/ damage:**	0	**Surface treatment:**	0	**Asbestos Type:**	0

Priority Assessment

Normal occupant Activity:	-		
Location:	-		
Accessibility:	-		
Extent / amount:	-		
Number of occupants:	-	**Frequency of use of area:**	-
Average time area is in use:	-	**Type of maintenance activity:**	-
Frequency of maintenance activity:	-		

Scores

Material Assessment Score:	-	**Priority Assessment Score:**	-	**Total Risk Score:**	-

Floor:	G	**Location description:**	Entrance hall and cupboard
Room/Area:	001	**Sample Number:**	X001
Material:	Textured Coating	**Item:**	Textured coating to ceiling
Measured Extent:	4 m²		
Damage/Condition:	Low damage	**Asbestos Type:**	Chrysotile
Notes:	Plasterboard ceiling, masonry and plasterboard walls, plaster finishes, timber doors, floor tiles onto concrete, upvc door and door header		

OVERVIEW



CLOSE-UP



Recommendations:	Manage

Material Assessment

Product:	1	**Condition/ damage:**	1	**Surface treatment:**	1	**Asbestos Type:**	1

Priority Assessment

Normal occupant Activity:	-		
Location:	-		
Accessibility:	-		
Extent / amount:	-		
Number of occupants:	-	**Frequency of use of area:**	-
Average time area is in use:	-	**Type of maintenance activity:**	-
Frequency of maintenance activity:	-		

Scores

Material Assessment Score:	4	**Priority Assessment Score:**	-	**Total Risk Score:**	-

Floor:	G	**Location description:**	Hall
Room/Area:	004	**Sample Number:**	S001
Material:	Textured Coating	**Item:**	Textured coating to ceiling
Measured Extent:	56 m²		
Damage/Condition:	Low damage	**Asbestos Type:**	Chrysotile
Notes:	Plasterboard ceiling, masonry walls, plaster finishes, timber low level panels around whole room, timber doors, upvc door, floor tiles onto concrete floor, timber loft hatch, cork pin board		

OVERVIEW



CLOSE-UP



Recommendations:	Manage

Material Assessment

Product:	1	**Condition/ damage:**	1	**Surface treatment:**	1	**Asbestos Type:**	1

Priority Assessment

Normal occupant Activity:	-		
Location:	-		
Accessibility:	-		
Extent / amount:	-		
Number of occupants:	-	**Frequency of use of area:**	-
Average time area is in use:	-	**Type of maintenance activity:**	-
Frequency of maintenance activity:	-		

Scores

Material Assessment Score:	4	**Priority Assessment Score:**	-	**Total Risk Score:**	-

Floor:	G	**Location description:**	Hall
Room/Area:	004	**Sample Number:**	S004
Material:	Insulating Board	**Item:**	Insulating board panel to ceiling
Measured Extent:	3 no		
Damage/Condition:	Low damage	**Asbestos Type:**	No Asbestos Detected
Notes:	Present to ceiling		

OVERVIEW



CLOSE-UP



Recommendations:	No Action Required

Material Assessment

Product:	0	**Condition/ damage:**	0	**Surface treatment:**	0	**Asbestos Type:**	0

Priority Assessment

Normal occupant Activity:	-		
Location:	-		
Accessibility:	-		
Extent / amount:	-		
Number of occupants:	-	**Frequency of use of area:**	-
Average time area is in use:	-	**Type of maintenance activity:**	-
Frequency of maintenance activity:	-		

Scores

Material Assessment Score:	-	**Priority Assessment Score:**	-	**Total Risk Score:**	-

Floor:	G	**Location description:**	Kitchen
Room/Area:	005	**Sample Number:**	S005
Material:	Textured Coating	**Item:**	Textured coating to ceiling
Measured Extent:	11 m²		
Damage/Condition:	Low damage	**Asbestos Type:**	No Asbestos Detected
Notes:	Present to kitchen and cupboard ceiling. Plasterboard ceiling, masonry and plasterboard walls, plaster finishes, ceramic tiles to kitchen worktops, modern fixtures and fittings, modern vinyl flooring onto concrete		

OVERVIEW



CLOSE-UP



Recommendations:	No Action Required

Material Assessment

Product:	0	**Condition/ damage:**	0	**Surface treatment:**	0	**Asbestos Type:**	0

Priority Assessment

Normal occupant Activity:	-		
Location:	-		
Accessibility:	-		
Extent / amount:	-		
Number of occupants:	-	**Frequency of use of area:**	-
Average time area is in use:	-	**Type of maintenance activity:**	-
Frequency of maintenance activity:	-		

Scores

Material Assessment Score:	-	**Priority Assessment Score:**	-	**Total Risk Score:**	-

Floor:	1	**Location description:**	Loft
Room/Area:	001	**Sample Number:**	S003
Material:	Vinyl/Thermoplastic	**Item:**	Floor tile debris
Measured Extent:	Small amounts		
Damage/Condition:	Low damage	**Asbestos Type:**	Chrysotile
Notes:	Possible further occurrence throughout loft area		

OVERVIEW



CLOSE-UP



Recommendations:	Remove

Material Assessment

Product:	1	**Condition/ damage:**	1	**Surface treatment:**	1	**Asbestos Type:**	1

Priority Assessment

Normal occupant Activity:	-		
Location:	-		
Accessibility:	-		
Extent / amount:	-		
Number of occupants:	-	**Frequency of use of area:**	-
Average time area is in use:	-	**Type of maintenance activity:**	-
Frequency of maintenance activity:	-		

Scores

Material Assessment Score:	4	**Priority Assessment Score:**	-	**Total Risk Score:**	-

Floor:	1	**Location description:**	Loft
Room/Area:	001	**Sample Number:**	P
Material:	Limited Access Gained	**Item:**	Within loft
Measured Extent:	-		
Damage/Condition:	-	**Asbestos Type:**	Presumed Asbestos
Notes:	Modern roof membrane, mmmf blanket, floor tile debris, timber frame, block walls, fibreglass water tank		

OVERVIEW



CLOSE-UP



Recommendations:	-

Material Assessment

Product:	3	**Condition/ damage:**	0	**Surface treatment:**	0	**Asbestos Type:**	3

Priority Assessment

Normal occupant Activity:	-		
Location:	-		
Accessibility:	-		
Extent / amount:	-		
Number of occupants:	-	**Frequency of use of area:**	-
Average time area is in use:	-	**Type of maintenance activity:**	-
Frequency of maintenance activity:	-		

Scores

Material Assessment Score:	6	**Priority Assessment Score:**	-	**Total Risk Score:**	-

Floor:	Ext	**Location description:**	External elevations
Room/Area:	001	**Sample Number:**	S006
Material:	Bituminous Product	**Item:**	Damp proof coarse
Measured Extent:	Extensive		
Damage/Condition:	Low damage	**Asbestos Type:**	Chrysotile
Notes:	Present around whole building. Modern roof, plastic rainwater goods, metal downpipe, upvc facia and soffit, brick and render walls, upvc wall cladding, modern windows and doors, modern sealant		

OVERVIEW



CLOSE-UP



Recommendations:	Manage

Material Assessment

Product:	1	**Condition/ damage:**	1	**Surface treatment:**	0	**Asbestos Type:**	1

Priority Assessment

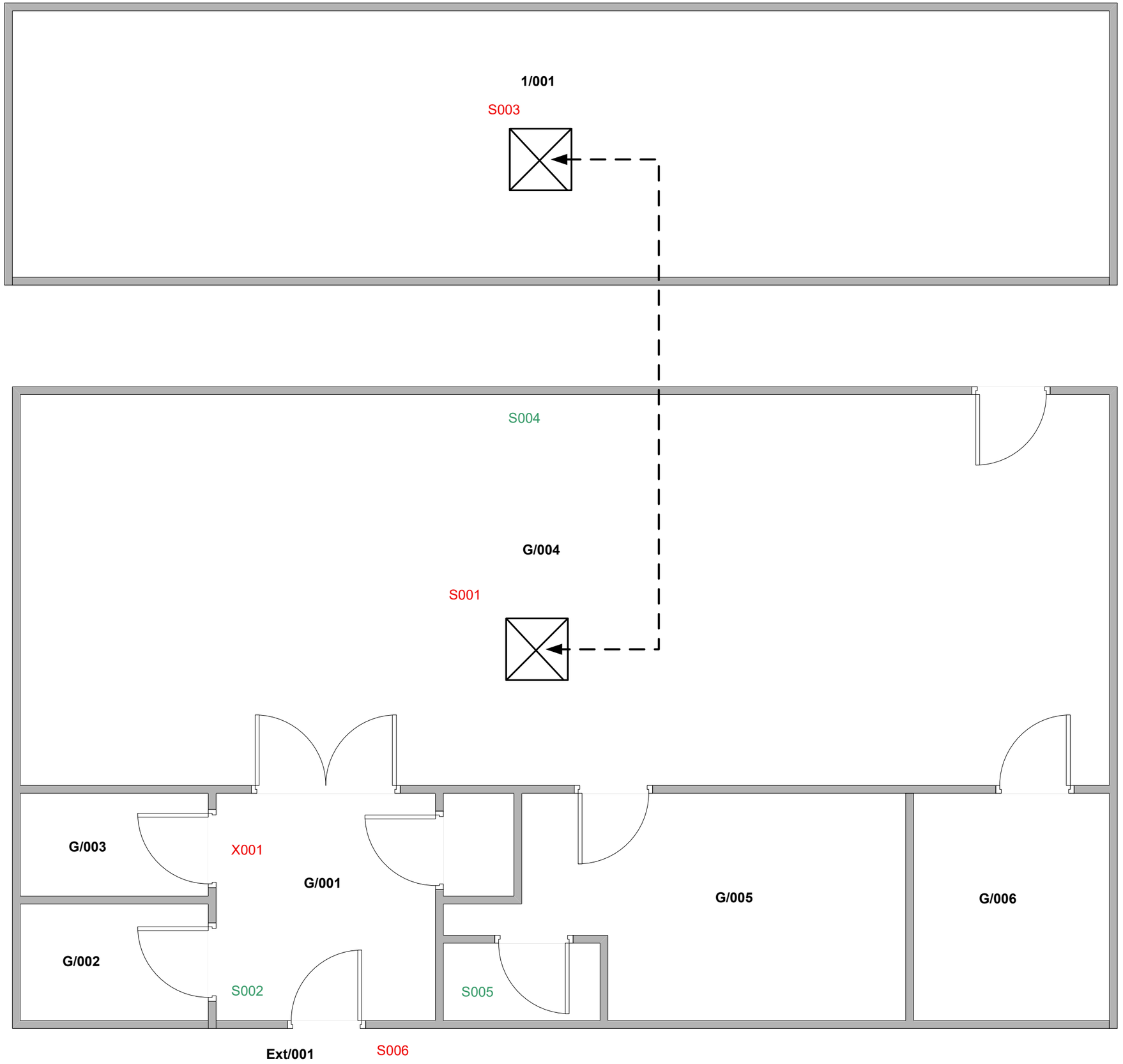
Normal occupant Activity:	-		
Location:	-		
Accessibility:	-		
Extent / amount:	-		
Number of occupants:	-	**Frequency of use of area:**	-
Average time area is in use:	-	**Type of maintenance activity:**	-
Frequency of maintenance activity:	-		

Scores

Material Assessment Score:	3	**Priority Assessment Score:**	-	**Total Risk Score:**	-

APPENDIX 4

PLANS OF THE PREMISES



Symbol	Explanation
S001	Asbestos containing sample
X001	Cross referenced to an asbestos containing sample
SP	Material strongly presumed to contain asbestos
S001	No asbestos detected
X001	Cross reference to a none asbestos containing sample
P	Presumed to contain asbestos – further investigation recommended
NAG	No access gained – Presumed to contain asbestos until proven otherwise
LAG	Limited access gained – further investigation recommended
	Penetration through floor
	Penetration through ceiling
	Penetration through wall
	Floor hatch
	Loft hatch
G/001	DSC generated room number

Job title

Asbestos Refurbishment Survey

Not for measurement purposes

Site Address:
Churchill Hall
Aston Clinton HP22 5HL

Drawing title:
Ground, First Floor & External Elevations

Client:
Aston Clinton Parish Council

Dwg No. 1/1	Contract Code: D-07240
Survey date: 02/11/2026	Annotated: MLH
Scale (s): NTS	**Document control:** 050/DSC/Visio/v4/SJan24 – PG 1/1

DSC Environmental Services Ltd, Unit 3A, The Depot, Alma Road, Bucks, HP5 3HB

DSC Environmental Services

Tel: 01494 980 065

APPENDIX 5

BULK ASBESTOS
CERTIFICATES OF ANALYSIS
ANALYSIS

ASBESTOS FIBRE IDENTIFICATION REPORT.

Report/Job No: J196856 Final Issue Date: 09/11/2026

Cavendish LABORATORIES

Millers Barn
The Warren Estate
Lordship Road
Writtle
Chelmsford
Essex
CM1 3WT
Tel: 01245 422800
info@cavendishlaboratories.com

Private & Confidential:
DSC Environmental Services
Unit 3a
The Depot
Alma Road
Chesham
Bucks
HP5 3HB

Premises Of Sample Origin:
Churchill Hall
Aston Clinton
HP22 5HL
D-07240

Name of analyst: Andrew Pasquale Sampled by: Client
Date of sample receipt: 03/11/2026 Date of analysis: 09/11/2026

Results:

Laboratory Sample Ref.	Sample Location and Description	Asbestos Fibre Type	Presumptive Product Type
BS543880	S001 - Textured coating to ceiling	Chrysotile	Textured Coating
BS543881	S002 - Floor tiles	No Asbestos Detected	Plastic product
BS543882	S003 - Floor tile debris	Chrysotile	Plastic product
BS543883	S004 - Insulating board panel to ceiling	No Asbestos Detected	Board product
BS543884	S005 - Textured coating to ceiling	No Asbestos Detected	Textured Coating
BS543885	S006 - DPC	Chrysotile	Bitumen product

Chrysotile= “White asbestos”, Amosite= “Brown asbestos”, Crocidolite = “Blue asbestos”
Trace asbestos is as defined in HSG 248 and denotes that trace asbestos has been identified in the sample
Refer to H.S.E. publication HSG 264, for the approximate percentage asbestos content within the presumptive product type.

Method Statement and Disclaimers:
The analysis of the sample(s) detailed on this report is U.K.A.S. accredited. Analysis was performed in accordance with our quality control manual in-house method and Health & Safety Executive publication HSG 248.
All records and reports linked to the analysis shall be retained for a minimum of 5 years. All samples will be retained for at least six months.
Cavendish Laboratories Ltd does not hold U.K.A.S. accreditation for on-site sampling of suspected asbestos materials.
The stated “presumptive product type” is a subjective assessment by our analyst, it is not determined by measurement and it is an opinion. Cavendish Laboratories Ltd. cannot accept responsibility for any discrepancy or inaccuracy arising from collection or labelling of samples by the client. U.K.A.S. stands for United Kingdom Accreditation Service. Where samples are provided by customers, the results apply to the samples as received.
Any interpretations or opinions expressed in this report are outside the scope of U.K.A.S accreditation.

Authorised Signatory: A.S. Pasquale.
Andrew Pasquale FA004-14 (10/05/2023)

atac

Facilities Committee-
25/11/2026

Agenda item 26.49iii: – RKP Flooring

REPORT AUTHOR: MR H STEPHENS – ASSISTANT CLERK

BACKGROUND

The flooring of the ground floor multifunction room of the Red Kite Pavilion is a Beech wood surfacing called Junckers SylvaTech, this was installed as part of construction in April 2020.

On the 28th October 2026, a Magic Show organised by the Parish Council, and performed by a Magician event contractor, was held in the multifunction room. Either immediately prior to, or during the event, the contractor laid down a blue electrical adhesive tape to the flooring to assist with the event. The next day, the tenant of the RKP informed the office that damage had been found to the flooring, which on inspection, and clarification with the attending councillors, was confirmed to have been caused by the tape.

The damage is two intersecting lines of stripped lacquer, totalling 9 metres all together. (See Appendix). The magician contractor was contacted on the 5th November to inform them that they had caused damage to the hall, and that quotes for repair were being sought to be forwarded for repayment.

Two contractors advised that removing the visible damage would require the whole floor to be sanded and refinished. They advised that treating only the damaged areas would seal those areas but would leave the marks visible.

One contractor was asked whether leaving the stripped areas untreated would cause permanent damage, to which they replied: “I don’t think it would leave permanent damage, some excess water may get in but I wouldn’t say it would cause permanent damage. It just won’t disappear without sanding it and then by sanding any of it unfortunately it will all need redoing”.

Quotes were requested from Junckers approved contractors, in accordance with the 25 Year Warranty, and based on the recommendation to sand and seal the entire hall.

Quote 1

Sand & Seal Sports Hall

To sand 252m2 of existing flooring to a fine finish using 36, 60 & 100 grit papers and apply 1 coat of Junckers Base Prime lacquer followed by 1 coat of Junckers HP Sport lacquer. On completion buff floor using a 150 grit screening mesh and apply 2 coats of Junckers HP Sport lacquer. **Price: £21.50 per m2** **Total £5418.00 + VAT**

Quote 2

£25m2 plus vat per M2

£6300 plus vat to redo the whole floor .

Quote 3

Not yet received at publication of report

FINANCIAL & GOVERNANCE CONSIDERATIONS

Estimated cost: £5418 - £6300 excl. VAT
Funding source: Equipment Maintenance Budget
Ongoing financial commitment: No

LEGAL & OTHER IMPLICATIONS

The flooring is under a Junckers 25 Year Warranty which requires annual inspection, along with resealing 'at the appropriate time', according to the warranty.

The flooring was last scrubbed and sealed in winter 2024 and is overdue an inspection, though contracted parties expressed interest in quoting for works rather than inspection.

A lease for the tenancy of the Red Kite Pavilion is still awaiting signature, the tenant expressed concern regarding the state of the flooring given the damage.

ACTION

- Note the report of damage to the flooring of the multifunction room.
- Assess quotes received and agree whether to proceed with works and agree funding source

Appendix



