



**WENDOVER PARISH COUNCIL**

Address: The Clock Tower, High Street, Wendover,  
Aylesbury, Buckinghamshire HP22 6DU  
Tel: 01296 623056 Email: [clerk@wendover-pc.gov.uk](mailto:clerk@wendover-pc.gov.uk)

---

**AMENITIES COMMITTEE AGENDA**

**Tuesday 16<sup>th</sup> July 2024 at 7:00pm**

**St Anne's Hall, Aylesbury Road, Wendover, HP22 6JG**

---

**Committee Membership:** Councillors Stephen Worth, Mark Standen, Jennifer Ballantine, Julie Williams (ex-officio), Diane Washington, Sam Walker, Julie Lloyd-Evans, Leigh Porter and Clive Gallagher (ex-officio)

**To all Committee Members:**

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW.

**MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND. MEMBERS WISHING TO ATTEND MUST CONTACT THE CLERK PRIOR TO THE MEETING.**

---

**AGENDA**

---

**1) APOLOGIES FOR ABSENCE**

To consider any apologies for absence received.

**2) DECLARATIONS OF INTEREST**

In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct.

**3) MINUTES – *page 3***

To confirm the minutes of the meeting of 21<sup>st</sup> May 2024.

**4) PUBLIC PARTICIPATION**

A maximum of 3 minutes per speaker will be allowed.

**5) UPDATE REPORT FROM THE CLERK – *page 6***

To receive an update on correspondence and actions from the Clerk.

**6) FINANCE**

To consider the list of payments.

**7) OPEN SPACES AND HAMPDEN POND**

**a) Proposal from Business – *page 7***

To consider the proposal from a local business for potential changes to Ashbrook Recreation Ground.

**b) Hampden Playpark Fence – *page 13***

To consider the quotes to replace the fence in Hampden Playpark.

**c) Hampden Playpark Rope Climber – *page 16***

To consider the quotes to repair the broken rope climber in Hampden Playpark.

**d) Playpark Inspection – *page 18***

To note the playpark inspection report.

e) **Bus Shelter and Notice Board Repairs** – page 33

To consider the quotes for repairs to the Bus Shelter and Notice Boards on Aylesbury Road.

**8) OTHER MATTERS**

a) **Review 10-Year Fixed Index Charge** – page 35

To review the 10-year fixed index charge and consider the recommendations from the office.

b) **Local Produce Market Negotiations** – page 42

To consider authorising the office to enter negotiations with a company regarding the management of the local produce market.

c) **Purchase of Grillo** – page 43

To consider the purchase of an additional small ride on mower as a part of the estates equipment strategy

d) **Policy Renewals** – page 46

To review the policies and consider the recommendations from the office.

i) Hampden Pond Policy

ii) Ashbrook Protocol

iii) London Rd Open Space Protocol Formally Skate Park

iv) Hampden Meadow Protocol

v) Rope Meadow and Orchard Protocol

vi) Memorial Benches and Trees

vii) Allotment Policy

**9) PLANNING APPLICATIONS**

[24/01900/ADP Hideaway Farm Wendover Road Stoke Mandeville Buckinghamshire](#)

Submission of details reserved matters for appearance, landscaping, layout and scale to outline planning permission 22/01071/AOP (Outline application (all matters reserved except access) for the erection of seven rural business units for E(g) (iii) (light industry) with 38 parking spaces, access to be provided from Wendover Road) Condition 1: Details of the Appearance, landscaping, layout & scale; Condition 14: Details of the surface water drainage scheme; Condition 15: Whole-life maintenance plan relating to the drainage system - (partial discharge because as-built details will need to follow construction); Condition 16: Details of hard & soft landscaping & Arboricultural Impact Assessment; Condition 18: Landscape & Ecological Management Plan.

[24/01813/APP Woodside Little London Wendover Buckinghamshire](#)

Demolition of existing dwelling. Erection of replacement dwelling including garage and creation of swimming pool

**10) ITEMS FOR NEXT AGENDA**

**11) DATE OF NEXT MEETING**

The next scheduled meeting of the Amenities Committee is 17<sup>th</sup> September 2024.

**12) CLOSURE OF MEETING**

Signed by *Andy Smith*

Clerk and Finance Officer

Date: 11<sup>th</sup> July 2024

# WENDOVER PARISH COUNCIL

## Minutes of the Extraordinary Amenities Committee Meeting

21st May 2024 at 7:30pm

St Anne's Hall, Aylesbury Road, Wendover HP22 6JG

**Present:** Councillors Worth (Chair), Williams, Standen, Washington, Porter & Walker

**Absent:** Lloyd-Evans

**Clerk & Minutes:** Phoebe Sharps

**Members of Public:** 1

### 1. ELECTION OF CHAIR

**A24.001** Cllr Worth was unanimously elected as Chair.

**A24.002** There were no nominations, a Vice-Chair was not elected.

### APOLOGIES FOR ABSENCE

**A24.003** Apologies were received from Councillors Gallagher and Ballantine and they were accepted.

### DECLARATIONS OF INTEREST

**A24.004** None.

### MINUTES

**A24.005** The minutes of the meeting of 16<sup>th</sup> April 2024 were **RESOLVED** as a true record and were signed by the Chair.

### PUBLIC PARTICIPATION

**A24.006** None.

### UPDATE REPORT FROM THE CLERK

**A24.007** The report presented by the Clerk was NOTED. A report was NOTED of the HS2 site visit on the 21/05/2024, it was noted that it is a busy site, an update on the scheduled work and the timeline was reported. The Council and the HS2 Mitigation Group have been coming up with other options for the Small Dean bridleway closure.

### FINANCE

**To consider the list of payments and sign cheques**

**A24.008** – The payments to consider totalling £2,66.30 were **RESOLVED** and signed.

### OPEN SPACES AND HAMPDEN POND

#### a) Replacement of Picnic Benches

**To consider approving the payment for new picnic benches for Witchell Meadow and Ashbrook Park to replace the damaged benches that have been removed.**

**A24.009** – It was **RESOLVED** to approve the cost of the 4 of benches from company 1. It was NOTED that Cllr Worth will speak to rotary about the replacement of their donated bench in Witchell Meadow.

#### b) Witchell Car Park Bank Upgrade

**To consider authorising the office to enter negotiations with Buckinghamshire Council for the upgrade works needed on the Witchell car park bank.**

**A24/010** – It was **RESOLVED** to authorise the office to enter negotiations with Buckinghamshire Council for the upgrade works needed on the Witchell car park bank. It was **NOTED** to focus on the road safety aspect of this project. It was **NOTED** that the committee suggested to investigate grants and funding for the project, specifically the potential HS2 Road Safety Grant.

#### **OTHER MATTERS**

**a) Dog Bin Request Princess Mary Gate**

**To note a request from a member of the public highlighting issues of dog mess around PMG and consider the installation of one dog bin.**

**A24.011** – It was **RESOLVED** to approve cost of the installation and annual emptying of one dog bin in the specified location in Princess Mary Gate.

**b) Witchell Car Park Policy Signage**

**To consider approving the cost to install Witchell Car Park Policy signage.**

**A24.012** – It was **RESOLVED** to approve the cost of the installation of the Witchell Car Park Policy Signage.

**c) Bracket Test Report**

**To note the bracket test report and consider approving the cost of the report.**

**A24.013** – The report was **NOTED**.

**A24.014** - It was **RESOLVED** to approve the updated cost of £825.00 for the bracket testing.

**d) Memorial Plaque Request**

**To consider the request for a memorial plaque on a Parish Council bench.**

**A24.015** – It was **RESOLVED** to accept request for a memorial plaque on a Parish Council bench in the specified location.

**A24.016** - It was **RESOLVED** to authorise the office to order the plaque.

**e) Make Wendover Smile Event**

**To consider approving the proposal for a Make Wendover Smile event and consider authorising Cllr Leigh Porter to put on the event with the support of the Event Working Group.**

**A24.017** – It was **RESOLVED** to approve the proposal for the Make Wendover Smile Event.

**A24.018** - It was **RESOLVED** to authorise Cllr Leigh Porter to put on the event with the support of the Event Working Group.

**f) Instagram**

**To note the creation of the Wendover Parish Council Instagram account and to consider approving posting on the account. To consider approving the creation of a Local Produce Market Instagram account and consider approving posting on this account.**

**A24.019** – The creation of the Wendover Parish Council Instagram account was **NOTED** and it was **RESOLVED** to be approved.

**A24.020** - It was **RESOLVED** to approve posting on the Wendover Parish Council Instagram account.

**A24.021** – It was **RESOLVED** to approve the creation of a Local Produce Market Instagram account.

**A24.022** – It was **RESOLVED** to approve posting on the Local Produce Market Instagram account.

**g) Open Space Hire Request Hampden Meadow**

**To consider accepting the hire request for Hampden Meadow from Rennie Grove Peace Hospice Care.**

**A24.023** – It was **RESOLVED** to accept the hire request for Hampden Meadow from Rennie Grove Peace Hospice Care.

**h) Temporary Witchell Car Park Agreement Gerry's Pantry**

**To consider approving the Temporary Witchell Car Park Agreement for Gerry's Pantry.**

**A24.024** – It was **RESOLVED** to approve the Temporary Witchell Car Park Agreement for Gerry's Pantry.

**ITEMS FOR NEXT AGENDA**

**A24.025** None

**DATE OF NEXT MEETING**

**A24.026** The next scheduled meeting of the Amenities Committee is 18<sup>th</sup> June 2024.

**CLOSURE OF MEETING**

**A24.027** As all business was transacted the meeting was closed at 8.12pm

Signed by  
Chair to the Amenities Committee

Date: 18<sup>th</sup> June 2024



## ITEM 5 – CLERKS REPORT

### Wendover PROW

The office received the reports for WENDOVER PROW WEST and EAST, this was shared with the Amenities Committee in an email.

### Hire requests Hampden Meadow

The office has accepted the following hire requests for Hampden Meadow:

Inflatable Inspection	19/07/2024	AM
Yoga Session	25/08/2024	4.15pm -6pm

The Yoga Session is an annual booking.

A local business contacted the office asking if they could use Hampden Meadow to get their inflatables inspected in the morning of the 19<sup>th</sup> July 2024, we have charged them £10 for the hire.



## ITEM 7a – Proposal from Business

---

### BROUGHT BY

---

Office

---

### SUMMARY

---

To consider the proposal from a local business for potential changes to Ashbrook Recreation Ground.

---

### PARISH COUNCIL BACKGROUND

---

The office was first contacted by a local business owner in November 2023, once the purchase of the building was complete the Estates and Events Manager and the Estates and Grounds Team met with the owner on the 31<sup>st</sup> January 2024 to talk through the ideas that they had. This included changing/removing a section of the boundary fence, putting in more picnic benches in Ashbrook Recreation Ground, as well as a bin and signage for the business.

Cllr Stephen Worth and the Estates and Events Manager then met with the business owner on 3<sup>rd</sup> July 2024, to talk through the final proposal and current progress.

---

### DETAILS

---

At the initial meeting on the 31<sup>st</sup> January 2024, the Estates and Grounds Team discussed options for opening the boundary and the location of the proposed picnic benches and bin. At this meeting the Estates and Grounds Team said to the owner that they would be able to empty the bin as part of their litter schedule, however since then with further discussions with the office the Estates and Grounds Team we have agreed that we wouldn't be able to help the business with the litter. As we are at capacity already and the volume of waste from the business will likely be high.

As well as this at the initial meeting the Estates and Events Manager asked the owner to prove that the business and customers/members of public have the right of access to use the track from the park boundary to the business. Further to this at the meeting on the 3<sup>rd</sup> July 2024 the owner was asked if there was any update on this, they said that the as the business owner they have rights of access but that the public do not.

The proposal is to charge the business £60 a year, but for the first year it will be a £1 charge as they are purchasing the benches, this differs from another lease agreement we have for café seating as the seating will be a permanent feature in the park and adds a benefit to the community. This charge is also based on potential litter issues and damage to Council property. The office will bring the proposed lease back to the Council to consider.

The business owner is asking the committee to consider the below:

1. Change to boundary post
2. Picnic tables and anchor fittings
3. Bin and anchoring fixture
4. Banner style signage and mounting fixtures



The full proposal sent by the business owner can be seen in appendix a, this has been redacted due to GDPR and commercial sensitivity.

---

## FINANCIAL CONSIDERATIONS

---

- As part of the negotiations, we have made the business aware that they will have to cover the costs, this will be zero cost to the Council.

---

## LEGAL AND OTHER IMPLICATIONS

---

- In general, we feel that the café is an excellent community asset that will enhance the experience of people using Ashbrook park. However, the office strongly recommends we don't open the barrier to the road alongside Ashbrook park. By doing so we would be encouraging trespass, by making it look like there is a right of access across the road that does not exist. This decision can be reviewed if access rights to the road are renegotiated and in writing. We have not yet determined if there are any regulations regarding noise from café seating and impact on neighbours. Given the trading hours and the additional noise from café seating we can not see this being an issue but we would need to request a more qualified opinion on this.

---

## PROPOSAL

---

### To resolve to:

- **Accept the proposal for the change to the boundary post.**
- **Accept the proposal for picnic tables and anchor fixings**
- **Accept the proposal for a bin and anchoring fixture**
- **Accept the proposal for banner style signage and mounting fixtures**

## Appendix A – Proposal from Business

### **██████ - Coffee and Ice cream Store**

Proposal for picnic tables and chairs, signage, and a bin, to be situated in Ashbrook Park, to be submitted for review at the Wendover Parish Council Amenities meeting in June 2024.

What is ██████?

██████ is to be a coffee and ice cream store, located on Castle Park Road in Wendover, to cater for a part of Wendover which has been lacking in facilities for some time. The ethos behind the store is very community focused, with a view to supporting and encouraging the community to come out and come together. My hope is to do all I can to provide a safe, sheltered location, in which both young and old can be comfortable, using local professional service providers, local products where possible, not to mention providing local employment and training.

The store, which I aim to soft launch on Thursday 18<sup>th</sup> and 19<sup>th</sup> for friends and family and those residents in the immediate vicinity (Aylesbury road and Castle Park road - whom I went and met in person to introduce myself and consult on the proposed build and business plan for ██████) and then formerly open for Saturday 20<sup>th</sup> July, shall sell:

- ice cream
- patisseries such as croissant, pains au chocolat and Danish pastries
- cakes and biscuits





- paninis, sandwiches/baps, children's snacks
- crepes
- hot and cold drinks - [REDACTED] shall ultimately look to serve two types of beans, to cater for varying tastes, alongside monthly speciality filter coffees, which will come in at a later date.

As it is to be dog friendly, dogs shall also be catered for, by way of designated drinking stations, edible and non-edible treats and bio-degradable poo bags.

I am currently in the process of finalising the [REDACTED] logo, after which, a Facebook page, website, Instagram page and article in Wendover news will follow.

To date there has been a tremendous amount of local support from all those who supported my endeavour via the planning portal, as well the residents of Castle Park Road, Halton Lane, Lionel Avenue, Grenville Avenue, other small businesses, Wendover News and those in the Wendover Parish Council. Furthermore, I recently announced via the Everything Wendover Facebook page, that I shall soon be opening the store and in less than 24 hours it received over 300 favourable and supportive responses, and over 25 expressions of interest for employment.

#### [REDACTED] Vision:

I am looking to enhance the experience for as many people as possible and give all those who frequent Ashbrook Park, the ability to enjoy our service and products both in and outdoors. As the store itself only sits up to 25 / 30 and up to 20 outdoors, I am keen to provide further seating in Ashbrook Park itself. Increased seating in the park will also serve to benefit those watching their children in the playground or watching football matches, meeting with other families for picnics, and dog walks etc.

I am asking the Council to consider the 4 proposals below:

#### 1. Change to boundary post

Whilst the park boundary line had been open for approximately five years without any known reports of concerns, despite it being an access route, it has been used and continues to be used by locals to cross in and out of the park with their friends, children and dogs.

I would kindly request that the small section of the boundary rail (just before the second tree to the right of the site safe as you look out from the boundary line towards the access route) be re-opened, to allow for no more than a double buggy width, which will also cater for those in wheelchairs looking to exit the park to obtain refreshments and use the [REDACTED] facilities. This could be a simple or staggered opening, in line with the Wendover Parish Council requirements, though certainly not enough for any vehicles to pass through.

I have sought and been granted approval from the owners of two of the three houses on Aylesbury road, whose houses back on to the access route, Neighbour 1 and Neighbour 2 to open the boundary line onto the access route, as each own the piece of land on the access route directly behind their driveways at the back of their houses. They are also in support of me putting tables and chairs in the park.

I have met with Neighbour 3, who expressed their concerns about the proximity of the tables to their house. I listened to their concerns and have amended the plan in agreement with them on the proposed location, (as per the plan below).

I met with Neighbour 3 again, at which point they also highlighted their concern regarding the proximity of the proposed boundary opening at the end of their driveway, as there may be children riding bikes or crossing the access route quickly, increasing the risk of an accident with them driving in and out of their driveway. This is fully understandable, and I kindly request that if the boundary line is opened then it minimises the risk of children entering the access route quickly. I suggested, and it was agreed, that, with the Parish Council's permissions, this could be remedied by having a staggered entry or gate of sorts, to be put in, and a little further away from their property. Where possible, it would be much appreciated if this could be situated next to the tree, between the second and third post away from the end of their driveway, as this does not interfere with any plants or trees and may increase the safety of those crossing.

Since the second meeting, Neighbour 3 have also stressed their concerns for any liability case which could be brought against them should anyone hurt themselves whilst crossing the part of the access route which they own, naturally this could take place at any time whether the boundary line is opened or not, however, I propose that if this is of concern to any residents, then they ought to put up a sign at the boundary line to inform all those who continue to cross between the park and the access route, as they have done for decades, to be cautious, to be aware of traffic and uneven ground, and that they cross at their own liability. I have discussed with local residents who have lived in Wendover their entire lives and as far as they are aware, no claim has ever been made following someone tripping over on the access route, nor am I aware of any such issues arising from the boundary having been left open at the access route, for at least five years until it was reinstated last year. I reiterate that perhaps any liability issues could be rectified with a public notification that no liability will be taken for incidents arising from using the access route.

Plan of proposed seating, signing and bin:



Key:

- Red circles – location of picnic tables
- Yellow lines – signage and skate park
- Blue circle – bin
- Green - [redacted]

**Details of proposed picnic tables, bin and signage:**

2. Picnic table and anchor fittings\*:  
<https://www.earth-anchors.com/cart/>

A hard-wearing picnic table made with black or brown Forest-Saver recycled plastic, ideal for pub gardens, restaurants, schools, leisure centres and many other settings. An eight-seater standard round picnic table can be adapted to seating for six and space for wheelchair or pushchair access. Specifications are as follows:



Weight: 143 kg  
Table diameter: 1200 mm  
Table height: 730 mm  
Seat height: 425 mm  
Seats: Up to 8, or 6 people and a wheelchair

\* All tables will be fixed using EA1 Soft ground anchor kits – also seen in the link above

Rubber floor matting:

[https://www.thegardenrange.co.uk/p/ground-protection-mats/rubber-grass-mats-23mm-thick-1-5x1m/?gad\\_source=1&gclid=CjwKCAjwo6GyBhBwEiwAzQTmc2sp0khSlwCoRlevuYVsM1RCKpRkO0z5AxoJlIEdpvO4lQHpbpEW0RoCqSgQAvD\\_BwE](https://www.thegardenrange.co.uk/p/ground-protection-mats/rubber-grass-mats-23mm-thick-1-5x1m/?gad_source=1&gclid=CjwKCAjwo6GyBhBwEiwAzQTmc2sp0khSlwCoRlevuYVsM1RCKpRkO0z5AxoJlIEdpvO4lQHpbpEW0RoCqSgQAvD_BwE)

23mm rubber grass mat commonly used in gardens, landscaping projects, equestrian areas and under any children's play area. Great grass protection option for their durability, fantastic 3.3 metre critical fall height and wheelchair friendliness. Quick and easy to install on both level and uneven ground by using just cable ties and plastic fixing pegs. Specifications are as follows:

Weight: 11kg  
Dimensions: 1500 mm x 1000 mm x 23 mm

Mat Fixing pegs:

<https://www.thegardenrange.co.uk/p/accessories/plastic-fixing-peg-150mm-black-20pk/>

These pegs are used for securing the protection products into the ground. The most common application is with rubber grass mats that require 5 pegs per mat to keep the mat in place for years. Specifications are as follows:

Weight: 0.16kg  
Dimensions: 150 mm

3. Bin and anchoring fixture:

<https://secure.romancart.com/cart.asp?delid=164374578&storeid=54729&returnurl=&fromcart=ok>

100 Litter Bin in black or brown with Enviropol slats and matching hood & plinth, made from 100% recycled Enviropol and Durapol materials, it is 100% recyclable, corrosion and vandal resistant, and required minimal maintenance. Can come with a metal liner, stainless steel cigarette stubbing plate and fixing options to include concrete foundation fixing bolts, concrete-in Anchors (Adjustable Depth). Specifications are as follows:

Bin volume: 120 litres  
Liner capacity: 100 litres  
Height: 1080 mm  
Width: 540 mm  
Depth: 500 mm  
Weight: 50 kg (with steel liner)

4. Banner style signage and mounting fixtures:

<https://www.bannerbuzz.co.uk/vinyl-banners>

It is proposed that 3 1.83m x 0.6 m vinyl banners be located both on the railings at the entrances to the park and having discussed with the Wendover Parish council, on the maintenance shed / sitesafe.

Fixings:



[https://www.amazon.co.uk/Aunly-small-black-cable-zip-heavy-duty-clear-ties/dp/B0BHZFMNX3/ref=sr\\_1\\_3\\_sspa?adgrpid=58622099932&dib=eyJ2ljoMSJ9.oPEy0j0pKzwJfav4sRLv6mhD0m6OxtXpnHZ5VCsxBm6D\\_Kc2FsENnnEjt30ew0vGvZYwRKb6i7ilwCK0-tq1YsGbKJ0fi7S70j1FcADw2IZ0SXTs7pbGfZONieadtX4EUCjBHiEwelQx5q1vgpsf\\_oO3kjbtiSgC99A3GlgCJ6p\\_vHH5Fp1F5NTpq2Fuz\\_PTKWqLGH\\_KrYXRjIZlfnNxbNzMtHdA2su5B5e-ohXgDaMNgz0nCh-QE3O36F0EDLssPDmop7NXgbGLzh3H0PdIYUKCrrze4xVBGSCquaskJWU.pc09WolBDQ-Vtso5sIRztDpRUywXOrDgL57E\\_KX-tMw&dib\\_tag=se&hvadid=259093043931&hvdev=c&hvlocphy=9046059&hvnetw=g&hvqmt=e&hvrnd=6718261313457072432&hvtargid=kwd-317686204297&hydadcr=5942\\_1758453&keywords=biodegradable%2Bcable%2Bties&qid=1716066870&sr=8-3-spons&sp\\_csd=d2lkZ2V0TmFiZT1zcF9hdGY&th=1](https://www.amazon.co.uk/Aunly-small-black-cable-zip-heavy-duty-clear-ties/dp/B0BHZFMNX3/ref=sr_1_3_sspa?adgrpid=58622099932&dib=eyJ2ljoMSJ9.oPEy0j0pKzwJfav4sRLv6mhD0m6OxtXpnHZ5VCsxBm6D_Kc2FsENnnEjt30ew0vGvZYwRKb6i7ilwCK0-tq1YsGbKJ0fi7S70j1FcADw2IZ0SXTs7pbGfZONieadtX4EUCjBHiEwelQx5q1vgpsf_oO3kjbtiSgC99A3GlgCJ6p_vHH5Fp1F5NTpq2Fuz_PTKWqLGH_KrYXRjIZlfnNxbNzMtHdA2su5B5e-ohXgDaMNgz0nCh-QE3O36F0EDLssPDmop7NXgbGLzh3H0PdIYUKCrrze4xVBGSCquaskJWU.pc09WolBDQ-Vtso5sIRztDpRUywXOrDgL57E_KX-tMw&dib_tag=se&hvadid=259093043931&hvdev=c&hvlocphy=9046059&hvnetw=g&hvqmt=e&hvrnd=6718261313457072432&hvtargid=kwd-317686204297&hydadcr=5942_1758453&keywords=biodegradable%2Bcable%2Bties&qid=1716066870&sr=8-3-spons&sp_csd=d2lkZ2V0TmFiZT1zcF9hdGY&th=1)

Black heavy duty cable ties are made with approved PA66 Nylon, 100% Safe and environmentally friendly material, which gives high tensile strength and flexibility, giving the ability to withstand a force up to 8 kg., direct sunlight, rain, snow, hot or cold weather, indoor or outdoor, any type of shape or object it's made to last and Flexible enough to use in all the condition with full strength.



## ITEM 7b – Hampden Playpark Fence

---

### BROUGHT BY

Office

---

### SUMMARY

To consider the quotes to replace the fence in Hampden Playpark.

---

### PARISH COUNCIL BACKGROUND

At the Playpark Inspection training that the office staff and Estates and Grounds Team attended the examiner highlighted that the fence on one side of the playpark was a risk and suggested replacing it with a different type of fence. As well as this the Estates and Grounds Team highlighted that the bank on Chapel Lane is deteriorating, so replacing the fence and bringing it in from the original position would future proof the fence line.

See picture of the current fence below:



---

### DETAILS

The sections that needs replacing are highlighted below:





The quote is to replace the fence with bow top fencing to match the rest of the fencing in the playpark:



**Company 1** – Contacted in May 2024, no response or quote received.

**Company 2** – 2 quotes.

**Quote 1** – To replace the fencing within the playpark (highlighted in yellow on map above):

ACTIVITY	QTY	RATE	AMOUNT
<b>Fencing</b> Ref:- Playground, Hampden Meadow	1	6,609.68	6,609.68
To remove existing fencing			
To supply and install approx. 53m of Bow Top Fencing 1200mm High with Galvanised finish			
Thank you for your business!			
		<b>SUBTOTAL</b>	6,609.68
		<b>VAT TOTAL</b>	1,321.94
		<b>TOTAL</b>	<b>£7,931.62</b>

THANK YOU.

VAT SUMMARY

	RATE	VAT	NET
VAT @ 20%		1,321.94	6,609.68

**Quote 2** – To replace the fencing in the park (highlighted in orange on the map above):

ACTIVITY	QTY	RATE	AMOUNT
<b>Fencing</b> Ref:- Park, Chapel Lane	1	4,328.24	4,328.24
To remove existing fencing			
To supply and install approx. 34m of Bow Top Fencing 1200mm High with Galvanised finish			
Thank you for your business!			
		<b>SUBTOTAL</b>	4,328.24
		<b>VAT TOTAL</b>	865.65
		<b>TOTAL</b>	<b>£5,193.89</b>

THANK YOU.

VAT SUMMARY

	RATE	VAT	NET
VAT @ 20%		865.65	4,328.24



### Company 3 –

**Quote 1** - To replace the fencing within the playpark (highlighted in yellow on map above):

Bow Top Fencing / 1m High Bow Top Fencing / 1m High - Galvanised Finish  
Product Installation  
Steel Skip  
Remove and Dispose of Equipment & fencing  
Delivery

**Total - £8,019.24 ex VAT**

**Quote 2** - To replace the fencing in the park (highlighted in orange on the map above):

Bow Top Fencing / 1m High Bow Top Fencing / 1m High - Galvanised Finish  
Product Installation  
Remove and Dispose of fencing  
Delivery

**Total - £4,231.08 ex VAT**

There are two options for the fencing in Hampden, see the options and total prices from both companies below:

**Option 1** – Only replace the fencing within the playpark (highlighted yellow on above map).

**Company 1** – £6,609.68 ex VAT

**Company 2** – £8,019.24 ex VAT

**Option 2** – Replace the entire length of the fence (orange and yellow on the above map).

**Company 1** – £10,837.92 ex VAT

**Company 2** – 12,250.32 ex VAT

**Office recommendation** – Due to the works needed on both Hampden Meadow playpark and Ashbrook playpark the office would suggest accepting the quote for option 1 from company 1, we have previously used this company for fencing in our open spaces. The savings from this could then be used on the playpark equipment.

---

### FINANCIAL CONSIDERATIONS

---

- 4405 Maintenance Fences, Gates & Hedges, this budget was increased because of the work needed in Hampden playpark. The budget line has £15,000 in it.

---

### LEGAL AND OTHER IMPLICATIONS

---

- Wendover Parish Council has the responsibility to ensure the safety of the residents using the park.

---

### PROPOSAL

---

To resolve to:

- Accept the quote for option x from company x and award the work to company x.



## ITEM 7c – Hampden Playpark Rope Climber

---

### BROUGHT BY

---

Office

---

### SUMMARY

---

To consider the quotes to repair the broken rope climber in Hampden Playpark.

---

### PARISH COUNCIL BACKGROUND

---

The timber on the Rope Climber in Hampden Meadow broke at the end of last year, we had the item removed and the two metal poles remained. The rope from this piece of equipment is still in good condition and can be reused.

Rope Climber:



---

### DETAILS

---

The office asked the companies quoting whether the top bar could be replaced with metal instead of timber, but this wasn't possible.

The below quotes are for supplying a new timber pole to the existing net and installing it:

**Company 1** – £627.00 ex VAT

**Company 2** – £620.90 ex VAT

**Office recommendation** – Company 1, the quote is slightly higher than Company 2, however they are local to Wendover. And we have previously had some negative experiences with Company 2.

---

### FINANCIAL CONSIDERATIONS

---

- 4440 Play Equipment Repairs & Maintenance

---

### LEGAL AND OTHER IMPLICATIONS

---





N/A

---

**PROPOSAL**

---

**To resolve to:**

- Accept the quote from company x and award the work to company x.



## ITEM 7d – Playpark Inspection

---

### BROUGHT BY

---

Office

---

### SUMMARY

---

To note the playpark inspection report.

---

### PARISH COUNCIL BACKGROUND

---

At the March 2024 Amenities Committee Meeting the office asked the committee to consider accepting a quote for quarterly and annual playpark inspections from a new company, as the quality of the previous inspections had been questioned when the office staff and Estates and Grounds Team attended the RPII Routine Playground inspections training.

#### **Playpark inspections**

#### **A23/117 To consider the quote for quarterly inspections**

It was noted that we currently undertake inspections with a company that then makes the repairs after the inspection and this was not good practice. Recent issues highlighted in the parks that we would be advised to change the company that undertake our inspections. It was **RESOLVED** to waive the need for 2 additional quotes for the first year of inspections due to the specialist nature of the work and the need to commission the contractor as soon as possible to meet our H&S inspection needs.

**A23/118** It was **RESOLVED** to accept the quote for quarterly inspections and award the work for £1,988 to the contractor listed in the paper. It was noted that one of those inspections would be undertaken to the level of an annual inspection and there would not be a need for a separate annual inspection.

---

### DETAILS

---

The playpark inspection took place on Wednesday 12th June. The full inspection report was sent to the Council via email, please see the summary below in appendix a.

The office is working on getting quotes for the work needed and getting them to the committee at the September 2024 meeting.

---

### FINANCIAL CONSIDERATIONS

---

- There will be a large financial consideration for the works needed at the playparks.

---

### LEGAL AND OTHER IMPLICATIONS

---

- Wendover Parish Council has the responsibility to ensure the safety of the residents using the park.

---

### PROPOSAL

---

To resolve to:

- Note the playpark inspection report.



Appendix A - Summary of playpark inspection

<b>SUMMARY OF THE INSPECTION FINDINGS + ACTION ANALYSIS</b>						
<p>This provides an opportunity for the <b>Client</b> to quickly review the reported Issues or Hazards and their Risk Level that are detailed in the following 'Main Inspection Report'.</p> <p>By progressively infilling the box, <input checked="" type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved, the Client can quickly see those that remain ongoing.</p>						
	<b>TOTAL</b> Issues or hazards found	<b>Risk level</b> Trivial	<b>Risk level</b> Tolerable low	<b>Risk level</b> Moderate medium	<b>Risk level</b> Substantial high	<b>Risk level</b> Intolerable immediate
<p>Significant Issues found are recorded, assessed, and dated when first reported. If a HAZARD a highlighted RISK LEVEL is given to help work prioritisation. Issues that are not HAZARDS should be considered and resolved. The TOTAL column without any HAZARDS is given a <b>Blue</b> highlight.</p>						

**Hampden Meadow Playground**

<b>1-Notice</b>	2			1		
Review section 20 Wording						
<ul style="list-style-type: none"> <li>• BS EN1176</li> </ul>						
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>RL Moderate</b> Rear bolts protruding						
<ul style="list-style-type: none"> <li>• BS EN1176</li> </ul>						
<ul style="list-style-type: none"> <li>• First reported - Date: 12/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>2-Fence to lane boundary</b>	1					
<b>Issue</b> Top of chain link loose throughout – repair supporting line wires						
First reported - Date: 14/06/2024						
Client - When the date's earlier than the current inspection, check why it's reported again.						
<input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved						

<b>3-Gate - top of playground</b>	1			1		
<ul style="list-style-type: none"> <li>• <b>RL Moderate</b> Gate self-closing not working</li> </ul>						
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						



<ul style="list-style-type: none"> <li><input type="checkbox"/> Issue or Hazard is resolved</li> </ul>	<b>Client</b> confirmation that this
--	--------------------------------------

<b>4-Bench seat</b>	1		1			
<ul style="list-style-type: none"> <li><b>RL Moderate</b> <i>Protruding fixing bolts beneath seat</i></li> <li><i>First reported - Date: 14/06/2024</i></li> <li><i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>5- Carousel flush to ground</b>	0					
------------------------------------	---	--	--	--	--	--

<b>6 – Swings 2 bay 4 seats</b>	4		1			
<ul style="list-style-type: none"> <li><i>Issue - Graffiti</i></li> <li><i>First reported - Date: 14/06/2024</i></li> <li><i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>RL Moderate</b> <i>Algae growth leading to slippery surface conditions</i>						
<ul style="list-style-type: none"> <li><i>First reported - Date: 14/03/2024</i></li> <li><i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<i>Issue Splits in IAS developing – monitor or repair now</i>						
<ul style="list-style-type: none"> <li><i>First reported - Date: 14/06/2024</i></li> <li><i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>RL Substantial</b> <i>3 tail chain sets to roadside are notched</i>						
<ul style="list-style-type: none"> <li><i>First reported - Date: 14/06/2024</i></li> <li><i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<i>Issue - all the top shackle bushes are worn leading to uneven wear - monitor</i>						
<ul style="list-style-type: none"> <li><i>First reported - Date: 14/6/2024</i></li> <li><i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						



<b>7- Spin post</b>	1				1	
<ul style="list-style-type: none"> <li><b>RL Substantial</b> Insufficient ground clearance at 30mm, at least 60mm needed, item provided prior to current Standards</li> </ul>						
<ul style="list-style-type: none"> <li>BS EN 1176</li> </ul>						
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>RL Moderate</b> Trip on raised edging						
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>8 – Swings 1 bay 2 cradle seats</b>	0					
--	---	--	--	--	--	--

<b>9- See Saw</b>	3			1		
<ul style="list-style-type: none"> <li>Issue Both seats are cracked - monitor</li> </ul>						
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>RL Substantial</b> inner mechanism exposed and accessible						
BS EN1176						
First reported - Date: 14/06/2024						
Client - When the date's earlier than the current inspection, check why it's reported again.						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>RL Moderate</b> Torso to head entrapment in handles						
<ul style="list-style-type: none"> <li>BS EN1176</li> </ul>						
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>10- Swing Group seat</b>	1			1		
<ul style="list-style-type: none"> <li><b>RL Moderate</b> Rope sheathing worn exposing wire</li> </ul>						
<ul style="list-style-type: none"> <li>First reported - Date: 14/03/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						



<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>
---

<b>11-Slide</b>	9	3	4
<ul style="list-style-type: none"> <li><b>RL Moderate</b> Side legs are obstacle and trip hazard</li> </ul>			
<ul style="list-style-type: none"> <li>BS EN1176</li> </ul>			
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>			
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>			

<b>RL Moderate</b> Torso/head entrapment in stair sides
<ul style="list-style-type: none"> <li>BS EN1176</li> </ul>
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>RL Moderate</b> Torso/head entrapment in upper barriers
<ul style="list-style-type: none"> <li>BS EN1176</li> </ul>
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>RL Substantial</b> Side handrail height insufficient at 550 mm and offset at an angle enabling falls over onto the ground below, vertical barrier needed to both sides.
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>BS EN1176</li> </ul>
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>RL Substantial</b> Clothing entrapment at starting section of slide
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>BS EN1176</li> </ul>
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>RL Substantial</b> Slide stair height 2 250 mm exceeds maximum permitted stair height in one elevation
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>



<ul style="list-style-type: none"> <li>• BS EN1176</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>RL Substantial</b> Side IAS 1 850 mm extent insufficient
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• BS EN1176</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

Issue Corrosion present review section 9
<ul style="list-style-type: none"> <li>• First reported - Date: 14/03/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

Issue – Remove end of life.
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• This slide was provided before the current series of standards and contains numerous issues. Its age is significant, and removal is advised</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>12- Twin posts</b>	0					
No associated equipment provided – consider removal						

<b>13- Climber carousel cone</b>	1				1	
<ul style="list-style-type: none"> <li>• <b>RL Substantial</b> Insufficient ground clearance (290 mm) beneath unit's perimeter</li> <li>• Carousel is of significant mass</li> <li>• BS EN1176</li> <li>• First reported - Date:14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>Hampden Meadow Playground</b>	24			9	6	
<b>TOTALS</b>						

<b>Hampden Meadow Fitness Trail</b>						
<b>1- Abdominal large</b>	2			1		
<ul style="list-style-type: none"> <li>• <b>RL Moderate</b> torso/head entrapment</li> </ul>						



<ul style="list-style-type: none"> <li>• BS EN16630</li> </ul>
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>

<p>Issue – end plugs missing - replace</p> <ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>

<b>2- Abdominal small</b>	1			1		
<ul style="list-style-type: none"> <li>• RL Moderate torso/head entrapment</li> <li>• BS EN16630</li> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>3- Chin up bars</b>	0					
<b>4- Log wall</b>	0					
<b>5- Low hurdle x 2</b>	0					

<b>6- Balance trail</b>	1					
<ul style="list-style-type: none"> <li>• Issue – lower pad unit slightly loose - investigate</li> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>7- Notice</b>	2					
<ul style="list-style-type: none"> <li>• Issue – clean</li> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						

<p>Notice wording review section 20.3</p> <ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• BS EN 16630</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>





8- Hurdle diagonal	0					
--------------------	---	--	--	--	--	--

9- Overhead bar traverse	1					
<ul style="list-style-type: none"> <li>The overhead bars are slightly loose - monitor</li> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						

10- Parallel bars	1					
<ul style="list-style-type: none"> <li>Issue – missing cover cap - replace</li> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						

11- Stepping posts	0					
--------------------	---	--	--	--	--	--

Hampden Meadow Fitness Trail	8			2		
<b>TOTALS</b>						

**Ashbrook Park**

1-Notice	1					
Issue - Review section 20.1 Wording						
BS EN1176						
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						

2- Step posts x 5	0					
-------------------	---	--	--	--	--	--

3- Play hut	1			1		
<ul style="list-style-type: none"> <li>RL Moderate missing edge protection buffers</li> <li>BS EN 1176</li> </ul>						
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li><input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						



4- Twin play panels	0					
5- Multi unit with slide	0					
6- Swings 2 bay 2 flat 2 cradle seats	0					

7- Hedge boundary	1			1		
<ul style="list-style-type: none"> <li>• <b>RL Moderate</b> trim back hedge</li> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						

8- Large multi component + slide	0					
9- Rocker springer horse	0					
10- Rocker springer bike	0					
11- Carousel spin pole	0					
12- Carousel spinning bowl	0					

13- Tower + spiral slides	7			1	1	1
<ul style="list-style-type: none"> <li>• Issue Tube slide missing cover cap</li> <li>• First reported - Date: 16/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						

<p>Issue - The slide exit has settled/sunk and is not draining water. Users having to encounter this potentially contaminated water issue. Resolve.</p>						
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						

<p><b>RL Intolerable</b> The tube slide is holed with contact possible when using it or encountering items inserted through the hole when descending. The inside of the slide was not able to be fully inspected.</p>						
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Client confirmation that this Issue or Hazard is resolved</li> </ul>						

<p><b>RL Substantial</b> Non enclosed spiral slide joints are breaking up with sharp edges. These are present on the inner decent sliding surface and the outer edges. Whilst users descending will currently ride over these edges other users are expected to encounter them whilst ascending the slide, such use is</p>						
--	--	--	--	--	--	--



<i>to be expected. The breakup of these edges can be expected to continue leading to likely injury. The slide creates a forced movement which cannot be halted.</i>	
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>	
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Issue or Hazard is resolved</li> </ul>	<b>Client</b> confirmation that this

<b>RL Moderate</b> <i>The riser to the top step contains a head/neck entrapment</i>	
<ul style="list-style-type: none"> <li>• First reported - Date: 14/05/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>	
<ul style="list-style-type: none"> <li>• BS EN 1176</li> </ul>	
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Issue or Hazard is resolved</li> </ul>	<b>Client</b> confirmation that this

<i>Issue – The IAS at these highly intensive use areas has worn and will need replacing before it tears and creates a significant trip point.</i>	
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>	
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Issue or Hazard is resolved</li> </ul>	<b>Client</b> confirmation that this

<i>Issue - Graffiti within upper platform area</i>	
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>	
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Issue or Hazard is resolved</li> </ul>	<b>Client</b> confirmation that this

<b>RL Moderate</b> <i>The access handrail has rotted and on breaking may lead to the user falling off the steps</i>	
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>	
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Issue or Hazard is resolved</li> </ul>	<b>Client</b> confirmation that this

<b>RL Moderate</b> <i>The access handrail has rotted at the top and on breaking may lead to the user falling off the steps</i>	
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>	
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> Issue or Hazard is resolved</li> </ul>	<b>Client</b> confirmation that this

14- Rocker bed	0					
----------------	---	--	--	--	--	--

15- Parallel bars	1					
-------------------	---	--	--	--	--	--



<ul style="list-style-type: none"> <li>• Issue – Seam separation occurring – repair needed to prevent developing into a trip issue</li> </ul>
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>15- Parallel bars</b>	2			1		
<ul style="list-style-type: none"> <li>• Issue – Seam separation occurring – repair needed to prevent developing into a trip issue</li> </ul>						
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>RL Moderate</b> Both bars are slightly loose
<ul style="list-style-type: none"> <li>• First reported - Date: 14/03/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>17- Chin up bars x 3</b>	0					
<b>18- Step treads x 4</b>	0					

<b>19- Abdominal double bench</b>	3			1		
<ul style="list-style-type: none"> <li>• Issue – Seam separations occurring – repair needed to prevent developing into a trip issue</li> </ul>						
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>RL Moderate</b> Taller bench - torso/head entrapment
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• BS EN16630</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<i>Issue – Missing cover caps</i>
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>



<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>
---

<b>20- Cableway</b>	4		1	3	
<ul style="list-style-type: none"> <li><b>RL Moderate</b> The seat is vandalised with reduced impact attenuation</li> </ul>					
<ul style="list-style-type: none"> <li>BS EN1176</li> </ul>					
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>					
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>					

<ul style="list-style-type: none"> <li><b>RL Substantial</b> The cable sheathing is vandalised with user crotch contact issues</li> </ul>					
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>					
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>					

<ul style="list-style-type: none"> <li><b>RL Substantial</b> The cable is being abraded with signs of corrosion at the exit points on its supporting structures</li> </ul>					
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>					
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>					

<ul style="list-style-type: none"> <li><b>RL Substantial</b> The terminus stop point is too close to the bottom structure enabling the seat to impact the structure</li> </ul>					
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>					
<ul style="list-style-type: none"> <li>BS EN1176</li> </ul>					
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>					

<b>21- Swing single point suspension group seat</b>	5		1	3	
<ul style="list-style-type: none"> <li><b>RL Moderate</b> User contact with neighbouring tree branches when swinging</li> </ul>					
<ul style="list-style-type: none"> <li>First reported - Date: 14/03/2024</li> <li>Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>					
<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>					

<ul style="list-style-type: none"> <li><b>RL Substantial</b> Secondary fail-safe suspension device/chain needed</li> </ul>					
<ul style="list-style-type: none"> <li>First reported - Date: 14/06/2024</li> </ul>					



<ul style="list-style-type: none"> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• BS EN1176</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>Issue Graffiti</b>
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>RL Substantial</b> Sound of worn bearing emanating from top support mechanism
<ul style="list-style-type: none"> <li>• First reported - Date:14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>RL Substantial</b> Shackles worn and notching, this unit may be in use by as many as 6 youths
<ul style="list-style-type: none"> <li>• First reported - Date: 24/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>22- Basketball unit</b>	2				1	
<ul style="list-style-type: none"> <li>• <b>RL Substantial</b> Body part contact or entrapment in net</li> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>Issue Graffiti</b>
<ul style="list-style-type: none"> <li>• First reported - Date: 14/06/2024</li> <li>• Client - When the date's earlier than the current inspection, check why it's reported again.</li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>23- Multi games goal</b>	4			1	2	
<ul style="list-style-type: none"> <li>• <b>RL Substantial</b> Body part contact or entrapment in net</li> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

**RL Substantial** Body part contact or entrapment in broken net



<ul style="list-style-type: none"> <li>• <i>First reported - Date: 14/03/2024</i></li> <li>• <i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<b>RL Moderate</b> Trip at end of goal mouth
<ul style="list-style-type: none"> <li>• <i>First reported - Date: 14/06/2024</i></li> <li>• <i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

<i>Issue – Connection points for removed element. Investigate to check that this was not a supporting brace position to support unit that was inadvertently removed</i>
<ul style="list-style-type: none"> <li>• <i>First reported - Date: 14/06/2024</i></li> <li>• <i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>

Ashbrook Park	31			8	10	1
<b>TOTALS</b>						

**Haddington Playpark**

<b>1-Site Notice</b>	1					
Issue - Review section 20.1 Wording						
<ul style="list-style-type: none"> <li>• <i>First reported - Date: 14/06/2024</i></li> <li>• <i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

<b>2- Climber pyramid</b>	0					
<b>3- Multi agility climber + net</b>	0					
<b>4- Rail ride + agility traverse</b>	0					
<b>5- Step posts x 3</b>	0					
<b>6- Play panel blue</b>	0					
<b>7- Wobble beam</b>	0					
<b>8- Step x 5 beam traverse</b>	0					
<b>9- Balance beam</b>	0					
<b>10- Play panel red vehicle driver</b>	0					

<b>11- Rocker springer helicopter</b>	1					
Issue Label vandalised						



<input type="checkbox"/>	<b>Client</b> confirmation that this Issue or Hazard is resolved
--------------------------	--

12- Carousel spinner pole	0					
13- Rocker springer car	0					
14- Carousel chair spinner	0					
15- Carousel deck level	0					

16- Multi agility + slide	1					
<ul style="list-style-type: none"> <li>• <i>Issue Rotating elements seized – Free up</i></li> <li>• <i>First reported - Date: 14/06/2024</i></li> <li>• <i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

17- Rocker springer see saw	1			1		
<ul style="list-style-type: none"> <li>• <b>RL Moderate</b> <i>Label vandalised leaving a sharp edge</i></li> <li>• <i>First reported - Date: 14/06/2024</i></li> <li>• <i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

18- Swings 1 bay 2 flat seats	0					
19- Swings 1 bay 1 flat 1 cradle seat	0					

20- Swing single point suspension group seat	1			1		
<ul style="list-style-type: none"> <li>• <b>RL Moderate</b> <i>Missing cover cap producing sharp contact points</i></li> <li>• <i>First reported - Date: 14/06/2024</i></li> <li>• <i>Client - When the date's earlier than the current inspection, check why it's reported again.</i></li> </ul>						
<ul style="list-style-type: none"> <li>• <input type="checkbox"/> <b>Client</b> confirmation that this Issue or Hazard is resolved</li> </ul>						

21- Agility tumble bars x 2	0					
-----------------------------	---	--	--	--	--	--

Haddington Playpark	5			2		
<b>Totals</b>						





## ITEM 7e – Bus Shelter and Notice Board Repairs

---

### BROUGHT BY

---

Office

---

### SUMMARY

---

To consider the quotes for repairs to the Bus Shelter and Notice Boards on Aylesbury Road.

---

### PARISH COUNCIL BACKGROUND

---

Since the beginning of the year, we saw an increase in anti-social behaviour and vandalism, this caused damaged to the bus shelter and two notice boards on Aylesbury Road outside of Ashbrook Recreation Ground. This resulted in 3 Perspex panels being removed from the bus shelter due to the damage.



(i)

---

### DETAILS

---

See the below quotes for the work, one company has quoted to fix both the bus shelter and notice boards:

#### Bus Shelter only –

**Company 1** – This is the company we purchased the bus shelter from. They came out for a site visit to access the current state of the bus shelter have quoted for 3 different options, see below:

**Quote 1** – For the replacement of the 3 missing panels, **£500.80 ex VAT**

**Quote 2** – For the replacement of the 3 missing panels and part refurb of the shelter, **£847.78 ex VAT**

- Thoroughly clean shelter, install replacement polycarbonate panel, refit one panel that has been pushed out, paint bottom rail clamps

**Quote 3** – Full refurb, replace all of the poly sheets, **£2,549.85 ex VAT**

- Thoroughly clean shelter, install new polycarbonate panels, rub down and repaint entire shelter and install a new timetable case.

#### Notice Boards only –

**Company 2** – This is the company we purchased the noticeboard from. They didn't come out for a site visit, but have quoted for the below 2 options:

**Quote 1** – Replace all 4 panels, supply and install, **£940.00 ex VAT**

**Quote 2** – Replace 2 broken panels, supply and install, **£770.00 ex VAT**



### Bus Shelter & Notice Boards -

**Company 3** – We have previously used this company to replace panels on bus shelters and notice boards, they came out for a site visit to quote for repairing both the bus shelter and noticeboard, they noted that the bus stop has 3 missing and two broken and the notice board has 2 broken, see below:

To supply & fit qty 5 Perspex pieces to bus stop:

990 x 990 - £180 inc each

To Supply & fit qty 2 Perspex pieces to notice board:

650 x 915 - £157 inc each

Total for all works: £1214 inc.

**Office recommendation** – The office recommends accepting the quote from company 3 for the works on both the bus shelter and noticeboards, this is a local company who has done work for us before. As well as this the office would not recommend any work be done on the bus shelter other than replacing the panels incase there was more vandalism as to not waste any budget on this.

---

### FINANCIAL CONSIDERATIONS

---

- 4200 Bus Shelters has £500.00 in the budget line and 4215 Street Furniture (seats, noticeboards etc.) has £1000.00 in the budget line. The cost can be split between these two budgets.

---

### LEGAL AND OTHER IMPLICATIONS

---

- There are health and safety implications as they are currently in a condition where someone could have an accident.

---

### PROPOSAL

---

To resolve to:

- Accept the quote from company x and award the work to company x.



## ITEM 8a – 10-Year Fixed Index Charge

---

### BROUGHT BY

---

Office

---

### SUMMARY

---

To consider reviewing the 10 year fixed charge, a change to a 3 year fixed charge and amendments to some of the charges.

---

### PARISH COUNCIL BACKGROUND

---

#### Amenities Committee 15<sup>th</sup> May 2018

b)	<b>Hire Charges</b>
	<p><b>To consider a 10-year index for hire charges for open spaces, allotments and markets.</b></p> <p><b>A18.013</b> The Clerk reported that the WPC Standings Orders states that all charges should be reviewed annually, hence a 10-year index should be considered. Cllr Walsh reported that it was good business sense to stay in line with inflation, Cllr Myers added his concerns should inflation jump above the norm. Cllr Haywood proposed that the 10-year fixed index is adopted with a review biannually. It was <b>RESOLVED</b> to adopt the 10-year index for hire charges with a two-year review period.</p>

#### Amenities Committee 20<sup>th</sup> June 2023

**a) Review 10 Year Fixed Index Charge Document**

**To consider any changes needed to this document.**

**A23.009 – It was NOTED to check the contract for the Thursday Market and if it includes pricing.**

- It was **RESOLVED** to keep the prices for both the Local Produce Market and Manor Waste Hire.
- It was **RESOLVED** that the difference in price for markets and hire of the Manor Waste is due to a long-standing historical precedent, but prices will continue to be monitored.

---

### DETAILS

---

#### Introduction

The ten-year fixed charges document has caused problems for the office team as discussed in previous Amenities Committees and we would like to consider some amendments to the current format.

The Parish Council provides services for the benefit of Wendover residents and when it makes charges this is on a cost recovery basis to cover the raw costs of using the land and the staff time in supporting that activity. This proposal is still in line with that principle and the Parish Council is still committed to that principle.

However, when the land is hired for commercial gain it is right that the Parish Council charges a fair commercial rate to support the many other activities that the Council undertakes.

#### Period of the fixed charges document

As recent times has shown us, predicting the situation in 12 months is impossible so predicting the situation in 10 years time is not helpful for realistic predictions. Whilst the policy has a two year review period it still has little value to know what the prices are planned to be in 10 years.



The 10 year plan is really about showing a commitment to users of our services that we will not suddenly hike prices and allows users to plan their finances accordingly. We can make that commitment in writing without having to produce 10 years of prices.

Reviewing the prices every 2 years is probably too big a gap in the current climate when you think back to the economic climate 2 years ago and how inflation and rising wages have impacted on the cost of delivering services.

**The proposal for consideration is that we have a 3 year plan that is renewed on an annual basis.**

### Hire Cost for events and markets

In the Amenities meeting June 2023 there was a cost differential highlighted between the cost of hire for events and to run a market. It was proposed to level the costs up to be the same and this was rejected. On reflection what we were highlighting is the difference in the nature of what the hire is about and therefore what the market value of that hire is.

Therefore, rather than the charges being changed we feel the definitions need to be changed. If the event has community or engagement at its core or is a fundraiser for a local charity or community group then this should be charged at the current event rate (which is free), Likewise, if the space is being used for health and fitness then this would be at the current event rate (which is free). If the event is viewed as principally a commercial enterprise then that should incur the full “markets” rate.

We would change the definition of the charge as “Markets and Commercial Hire”. The definition of commercial hire would be considered on a case by case basis. However the guidelines would be if the event has either/or some of these features:

- It is not being run by, or on behalf of a local community group
- Entry to the event requires a paid for ticket to enter what is public land. Particularly where the proceeds of tickets will exceed the costs of putting on the event.
- The main feature of the event is commercial trading and or market/food stalls.
- Any charity fundraising is ancillary to the purpose of the event

As we proceed, we will build up a bank of “case law” that will help guide the decision as to whether an event is commercial. We would apply this definition to new events and grandfather in the charges made to current organisations.

**The proposal for consideration is that we differentiate our charging for commercial organisation and community groups/local charities**

### Additional hire fees

Over a period of time we have built up relationships with other organisations for bespoke arrangements over use of Parish Council Land and the charges of this should also be considered along with all other charges on an annual basis, along with consideration for the three year plan for their charges – this can be communicated in advance to those people involved.

**The proposal for consideration is shown in Appendix A**

### Allotments

The biggest financial change that we are proposing comes from the Allotments. At the moment we are making considerable expenditure to clear plots that tenants have vacated. We have a deposit system that



means a tenant will get their deposit back if they vacate the plot and leave it clear and ready for the next tenant.

The deposit is currently £45 per plot on Hogtrough and £41 on London Rd most tenants with badly maintained plots choose to lose their deposit rather than maintain the plot ready for handover. The work then falls to the Estates and Grounds team and can involve rubbish collections and in extreme cases digger hire. To the outgoing tenant this is all worth it for £45 and the cost to the Council is invariably more than £45.

We propose to increase the deposit to £100 for new tenants to provide incentive to keep the plot in good order and provide a greater contribution to costs when a plot is not left in good order. We don't want the lump sum to prevent access to our allotments and so can set up a plan where payments are taken in instalments.

**The proposal for consideration is to increase the allotment deposit to £100**

### Restricting entry to public spaces

There are many laws on local green spaces and public spaces which limit the number of days when access can be restricted, which as a rule of thumb is 12. However, restrictions on accessing our public spaces does have an impact and the Parish Council would be right to reflect that in the charge and use any money from the hire to put towards the maintenance of that space.

### Additional Costs

The more external events we undertake the more we realise we have been absorbing costs for events that we have not properly costed back in the hire fee. Those costs are:

- Music License Fees (PPL/PRS) – for live amplified music this can be around £40 to £75 depending on attendance and any entry fee
- Additional Litter – Whilst we ask that all trade waste be removed we find that these event hires still leave out bins overflowing. We are now paying for waste removal by weight. Based on filling all the bins on the manor waste this would probably cost an additional £10
- Electricity – events on the manor waste can draw significant amounts of power. Rough calculation is that an event will cost between £5-£8 in electricity.

None of these costs are significant individually, however, they do mount up. For example there is a recent commercial event which we are charging £55 for the hire but because of PRS, electricity and additional litter caused by the event the direct costs of the event will be in the region of £63. In effect we have subsidised a commercial organisation to run the event.

**The proposal for consideration as a part of the policy is that we reserve the right to charge additional costs above the hire fee to cover direct expenditure in holding the event.**

---

### FINANCIAL CONSIDERATIONS

---

- Largely this will be cost neutral given the additional costs required to provide these services and there will be greater cost transparency to the service user.

---

### LEGAL AND OTHER IMPLICATIONS

---

- n/a



---

**PROPOSAL**

---

**To resolve to:**

- have a 3 year plan that is renewed on an annual basis.
- differentiate our charging for commercial organisation and community groups/local charities
- increase the allotment deposit to £100
- charge additional costs above the hire fee to cover direct expenditure in holding the event.
- To approve the Charging Policy in Appendix A



## APPENDIX A - Charging Policy

### Policy Statement

The Parish Council allows people to hire its land to deliver events, allotments, markets or community activities. When it does so it makes charges and this policy sets out the principles by which these charges are set:

- When it makes a charge for a service that benefits Wendover residents it should be done on a cost recovery basis.
- When the land is hired to a local community organisation to undertake their charitable activities/fundraising, or to undertake sporting activities then the Parish Council will seek to waive the charges
- When the land is hired to an organisation looking to use it for commercial gain the Parish Council will charge a fair commercial rate to support the other activities delivered to residents.
- The Parish Council will set out and publish the charges for the next 3 years and review them on an annual basis.
- The setting of any deposit should take into consideration the costs of any remedial works needed when the service is cancelled/ended and deposit returned
- When entry to a public space is restricted and subject to charge this should be taken into consideration.
- The hire fee is charged for the basic hire of the space. Any other direct costs due to the nature of the event should be charged additionally to the hire fee

### Guides to charging

#### 3 year guide to charges

Last updated 11/07/2024

Service	Charge		
	2024/25	2025/26	2026/27
<b>Commercial Hire of Ashbrook/Hampden</b>			
<i>Hire of whole of park with restricted entry to the whole of the park</i>			
Non operational - "setup" day	205.00	205.00	210.00
Operational Day	205.00	205.00	210.00
<i>Hire of park with public access to spaces not being used by the hirer</i>			
Non operational - "setup" day	55.00	55.00	60.00
Operational Day	100.00	100.00	105.00



Community/Charity Hire of Ashbrook/Hampden			
<i>Hire of whole of park with restricted entry to the whole of the park</i>			
Non operational - "setup" day	20.00	20.00	25.00
Operational Day	55.00	55.00	60.00
<i>Hire of park with public access to spaces not being used by the hirer</i>			
Non operational - "setup" day	0	0	0
Operational Day	0	0	0

Service	Charge		
	2024/25	2025/26	2026/27
Commercial Hire of Manor Waste			
Hire of space (markets or events)	205.00	205.00	210.00
Single Market Pitch (3m)	17.50	17.50	20.00

Local Charity/Community Hire of Manor Waste			
Hire of space (markets or events)	10.00	10.00	15.00
Single Market Pitch (3m)	-	-	-

Service	Charge		
	2024/25	2025/26	2026/27
Allotments			
<i>Hogtrough</i>			
Full Plot	45.00	45.00	50.00
Half Plot	25.00	25.00	30.00
Deposit	45.00	100/50	100/50

<i>London Rd</i>			
Full Plot	41.00	41.00	45.00
Half Plot	23.00	23.00	25.00
Deposit	41.00	100/50	100/50

Service	Charge		
	2024/25	2025/26	2026/27
Commercial Hire - Longer term lease			
Exclusive use of segregated space (e.g. Manor Waste Tables) - per month	50.00	50.00	55.00
Non Exclusive use of space	5.00	5.00	7.50
Land Lease p.a. small area (e.g. rifle club sized area)	500.00	500.00	550.00
Land Lease p.a. partial use of land	750.00	750.00	800.00
Land Lease p.a. substantial use of land (e.g. Witchell Cricket Club)	This would need full council approval and consideration		





Community Hire - Longer term lease			
Exclusive use of segregated space (e.g. Manor Waste Tables) - per month	20.00	20.00	25.00
Non Exclusive use of space	1.00	1.00	1.00
Land Lease p.a. small area (e.g. rifle club sized area)	100.00	100.00	110.00
Land Lease p.a. partial use of land	200.00	200.00	210.00
Land Lease p.a. substantial use of land (e.g. Witchell Cricket Club)	300.00	300.00	310.00

Charity Hire - Longer term lease			
Exclusive use of segregated space (e.g. Manor Waste Tables) - per month	1.00	1.00	1.00
Non Exclusive use of space	1.00	1.00	1.00
Land Lease p.a. small area (e.g. rifle club sized area)	1.00	1.00	1.00
Land Lease p.a. partial use of land	50.00	50.00	60.00
Land Lease p.a. substantial use of land (e.g. Witchell Cricket Club)	100.00	100.00	110.00



## ITEM 8b – Local Produce Market Negotiations

---

### BROUGHT BY

---

Office

---

### SUMMARY

---

To consider authorising the office to enter negotiations with a company regarding the management of the local produce market.

---

### PARISH COUNCIL BACKGROUND

---

Last year a local business came to the Council to discuss taking over the management of the Local Produce Market, the office discussed this with the business with figures for the charge the business would pay to the Parish Council. There was some discussion around this, and the office asked the business for the figures they were thinking but didn't hear anything else on this subject after that.

---

### DETAILS

---

Earlier this year the office was contacted by a second local business about the management of the Local Produce Market.

Whilst we have the Summer Placements, where one of the roles is to look into the Local Produce Market and how to improve it, I think it would be great for them to join in with discussions with the business.

---

### FINANCIAL CONSIDERATIONS

---

N/A

---

### LEGAL AND OTHER IMPLICATIONS

---

- Any proposal from the company will come back to the committee to be considered.

---

### PROPOSAL

---

To resolve to:

- Authorise the office to enter negotiations regarding the management of the Local Produce Market.



## ITEM 8c – PURCHASE OF GRILLO

---

### BROUGHT BY

---

Office

---

### SUMMARY

---

To consider the purchase of an additional small ride on mower as a part of the estates equipment strategy

---

### PARISH COUNCIL BACKGROUND

---

The Grillo was included in the budget request by Amenities Committee in Oct 2023:

**A23/062**

**To consider the amenities requirements for next year's budget.**

It was **RESOLVED** to submit the Amenities budgets request to the Finance Committee. It was NOTED that the office will contact the Canal and Rivers Trust and Bucks Council to find out if the dog bins along the canal are going to be reinstated, and consider increasing 4400 to cover.

---

### DETAILS

---

#### Introduction

As part of our forward planning for the equipment we need we would like to purchase a small ride on mower known as a Grillo. It was always envisaged to purchase one in this financial year during mowing season. The rationale for this is as follows:

- We have a new deck for the current John Deere so we have a back up cutting deck. However if the John Deere tractor unit itself is faulty then this would be costly in terms of time away being repaired and any necessary hire we would need to do. The current unit is 7 years old. Whilst looked after and fully serviced we now anticipate it will be more prone to faults and will not last for ever.
  - In 2023/24, because of a faulty cutting deck we had no mower for 2 weeks. If this had gone on much longer we would have had to hire a mower which would have been c. £500 per week. This two weeks on the back of a wet spring meant that we received many complaints about the state of the grass in the area.
- One of the Estates and Grounds team is suffering with shoulder and back pain mainly related to the substantial amount of strimming required on areas not accessible by the John Deer mower. We have changed work patterns and rest periods as appropriate, but the new piece of equipment would dramatically reduce the strimming requirement.
- We have looked at different machines and feel the Grillo is the best option.

## About the Grillo



- The Grillo is a low riding machine which can be operated on small verges and steeper slopes, which will minimise strimming. For example it would tackle the Tesco banks and the Dobbins Lane verges.
- The Grillo mower can also get under low lying trees and could also manage verges if the John Deere was ever to fail. At a push it would be able to do the parks but much slower than the John Deere but it is a reasonable back up that would prevent need to hire equipment.
- The Grillo can fit on the trailer currently owned by the Parish Council and would also fit in the back of a van if the council wishes to go down the route of purchasing / leasing a van instead of the hilux.

## The outcome of doing nothing

- If we didn't make this purchase then we could be left with significant hire bills for the current equipment, should it break down and be out of action for a significant period.
- The member of staff who undertakes the strimming may require further reasonable adjustments.
- This item of equipment would reduce wear and tear on the John Deere – by not purchasing we would be maintaining high usage of the current equipment, making failure more likely.

## Other considerations

Whilst this makes perfect sense based on a longer-term vision for our equipment and the jobs we do there are some considerations:

- We only have one quote and need two more. However, the quote is from a trusted supplier from whom we have purchased most of our equipment from. There is no reason to believe that this is not a competitive quote.
- The cost is c. £12k and that money may well be required to support a playground replacement programme as required by the latest inspections.



- We still only have a 12 month Devolved Services contract. If that situation was to change and the contract ended there would be no business case or justification for this piece of equipment. We are currently in the process of trying to get a meeting with Devolved Services.
- After a recent inspection some of the playground equipment requires replacing sooner than we originally believed based on previous inspections.

Example of a location where the Grillo would be better suited to do the work, currently this has to be cut manually:



### Recommendation from the office

The purchase of the Grillo still makes absolute sense in the long term if we are to deliver devolved services and look after the staff team and their equipment. However, our recommendation is to move this purchase to the next financial year after we have confirmed devolved services status and got a plan for our playparks.

---

### FINANCIAL CONSIDERATIONS

---

- The Grillo costs £12k (we require two more quotes to confirm that)
- A replacement tractor unit for the John Deere mower is £41,000

---

### LEGAL AND OTHER IMPLICATIONS

---

- n/a

---

### PROPOSAL

---

**To resolve to either:**

- Recommend to Council to purchase the Grillo and proceed to get three quotes for the equipment.

**Or**

- Delay purchase of the Grillo until the outcome of the devolved services discussions and the outcome of the works needed in the parks.



## ITEM 8d – Policy Renewals

---

### BROUGHT BY

---

Office

---

### SUMMARY

---

To review the policies and consider the recommendations from the office.

---

### PARISH COUNCIL BACKGROUND

---

N/A

---

### DETAILS

---

All policies can be found here - [POLICIES | Wendover Parish Council \(wendover-pc.gov.uk\)](https://www.wendover-pc.gov.uk/policies)

The below policies are up for renewal:

- i) Hampden Pond Policy
- ii) Ashbrook Protocol
- iii) London Rd Open Space Protocol Formally Skate Park
- iv) Hampden Meadow Protocol
- v) Rope Meadow and Orchard Protocol
- vi) Memorial Benches and Trees

Office amendment recommendation:

- ❖ In the case of a plaque being installed onto an existing WPC owned bench the applicant will be charged an initial maintenance fee of £50.00 along with paying the cost of the plaque. If the bench needs replacing within 10 years of the plaque being installed the donor will be asked to contribute to the cost of a replacement bench. If they do not contribute the plaque will be returned to the donor.

This should be added to the charges policy.

- vii) Allotment Policy

---

### FINANCIAL CONSIDERATIONS

---

N/A

---

### LEGAL AND OTHER IMPLICATIONS

---



N/A

---

**PROPOSAL**

---

To resolve to:

- Renew the Hampden Pond Policy
- Renew the Ashbrook Protocol
- Renew the London Rd Open Space Protocol Formally Skate Park
- Renew the Hampden Meadow Protocol
- Renew the Rope Meadow and Orchard Protocol
  
- Renew the Memorial Benches and Trees policy with the accepted amendment.
  - Accept the amendment to the Memorial Benches and Trees policy as worded in the paper.
  - Amend the Charges policy to include the charge for memorial benches
  - Renew the Benches and Trees policy as amended
  
- Renew the Allotment Policy