

# WENDOVER PARISH COUNCIL

## Minutes of the Amenities Committee Meeting

21<sup>st</sup> March 2023 at 7:30pm

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

**Present:** Councillors Worth (Chair), Bulpett, Williams, Standen and Washington

**Absent:** Cllrs Walker, Ballantine and Lloyd-Evans

**Clerk:** Phoebe Sharps

**Members of Public:** 1

### 1. APOLOGIES FOR ABSENCE

**A22.108** Apologies were received from Councillors Walker and Ballantine and they were accepted.

### 2. DECLARATIONS OF INTEREST

**A22.109** None.

### 3. MINUTES

**A22.110** The minutes of the meeting of 17<sup>th</sup> January 202 were **RESOLVED** as a true record and were signed by the Chair.

### 4. PUBLIC PARTICIPATION

**A22.111** A representative from Wendover Shed gave an update of their progress at Hogtrough allotments and gave a summary of the proposal for an extension, this was item 8f in the agenda and this was NOTED.

### 5. UPDATE REPORT FROM THE CLERK

**A22.112** The report presented by the Clerk was NOTED. It was NOTED that the Clerk gave an update that a coffee provider was not happy with the decision regarding the Coronation Event drink vendor, but the Amenities Committee agreed they are happy for the Estates and Events Manager to book different local vendors for the Coronation event.

### 6. FINANCE

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

**A22.113** – The payments to consider totalling £9589.90 were **RESOLVED** and signed.

### 7. OPEN SPACES AND HAMPDEN POND

#### a) Tree Health and Safety Inspection

**To consider quotes for a health and safety inspection on Parish Council trees.**

**A22.114** – It was **RESOLVED** to accept quote 3 for the work.

#### b) Disabled Access to Witchell Meadow

**To consider giving authority to the office to look into designs and quotes to enable disabled access to Witchell Meadow.**

**A22.115** – It was NOTED that the potential disabled access could also assist pushchairs accessing the field. It was **RESOLVED** to authorise the office to explore the costs and different options.

**c) Flower Displays 2023**

To note the revised quotes, including additional works for flower displays in 2023 and consider approving that work. **A22.116** – It was **RESOLVED** to:

- Accept the revised quote for the flower displays for Summer and Winter 2023.
- Accept the quote for flower displays for Summer and Winter 2023 for the built-in planters with integrated seating.

**d) Cess Pool Installation**

To consider the quotes for the installation of a new cess pool at Ashbrook Park site safe and appoint a contractor to undertake the work.

**A22.117** – It was **RESOLVED** to accept quote 1 for the work in principle. It was **RESOLVED** to take to Full Council for approval.

**e) Hampden Meadow Play Park Inspection**

To note the remedial work required on Hampden Meadow Play Park as identified by the inspection and consider approving the contractor to undertake the work.

**A22.118** – It was NOTED that the office would go back to the company and ask for specific details regarding fixing the gate in Hampden Meadow playpark, with what the quote includes and details of the Health and Safety regulations regarding the gate. It was **RESOLVED** to agree the cost of £454.20 for the contractor to undertake the work on the balance beam and the sea saw surface.

**8. OTHER MATTERS**

**a) Dog Bins – Princess Mary Gate**

To consider dates for 2023 events.

**A22.119** – It was **RESOLVED** to approve the installation of two dog bins in the specified locations in Princess Mary Gate.

**b) 2023 Event Dates**

To consider revising the Carols around the Tree event date, and to consider the date for the Light Switch On recommended by the Christmas Event Working Group.

**A22.120** – It was **RESOLVED** to:

- Change the date of the Carols Around the Tree event to the 22<sup>nd</sup> of December 2023.
- Hold the Christmas Celebration/Light Switch On event on Saturday the 2<sup>nd</sup> of December 2023.

**c) Event and Open Space Hire**

To consider the hire requests.

**A22.121** – It was NOTED that the Council asked the office to approach the fitness business about the option of offering some free sessions on a regular basis. It was **RESOLVED** to approve the fitness class hire request, and suggest it is held in Hampden Meadow. It was NOTED that the Council want the office to reiterate to the River Thames Conservation Trust that permission is needed for hire requests on Wendover Parish Council land. It was **RESOLVED** to approve the River Thames Conservation Trust event request.

**d) Coronation Event – Fundraising**

To consider the option of not charging a pitch fee for food and drink vendors and asking them for a 5% donation of takings to be donated to Wendover Cricket Club.

**A22.122** – It was **RESOLVED** to agree to free pitches for food and drink vendors for a 5% donation of the day's takings to Wendover Cricket Club.

**e) Site Safe Insulation**

To note the quotes for the insulation of the site safe and consider appointing a contractor to undertake the work. **A22.123** – It was **RESOLVED** to:

- Accept quote 2 for the insulation in principle.
- Accept quote 2 for the shipping container hire in principle.
- Take to Full Council for approval.

**f) Wendover Shed Proposal for Extensions**

To consider the proposal for extensions to current usage of Hogtrough Lane site.

**A22.124** – It was **RESOLVED** to:

- Agree to update the lease to include the extra land needed for the extensions.
- Agree to proposed extensions.

**g) Community Service**

To note the options of Community Service Projects for Wendover Parish Council and consider approving a trial project.

**A22.125** – It was **NOTED** that the Council have had a previous negative experience with a Youth Offenders scheme. It was further **NOTED** that as this is community service, and the groups are smaller than the previous time that the Council that the council agree to running a trial project. It was **RESOLVED** to authorise the office to organise a trial community service project.

**9. ITEMS FOR NEXT AGENDA**

**A22.126** None

**10. DATE OF NEXT MEETING**

**A22.127** The next scheduled meeting of the Amenities Committee is 18<sup>th</sup> April 2023.

**11. CONFIDENTIAL ITEMS**

**A22.128** It was **RESOLVED** to go into confidential business.

**A22.129** It was **RESOLVED** to approve the award of the Tender One for the Skate Park. It was **RESOLVED** to authorise the team to project manage the design and build process and come back to Council with key decisions, community engagement feedback and final design.

**12. CLOSURE OF MEETING**

**A22.130** As all business was transacted the meeting was closed at 8.30pm

Signed by  
Chair to the Amenities Committee

Date: 18<sup>th</sup> April 2023