

Date: 05/08/2004

MINUTES OF THE ENVIRONMENT AND PROPERTY COMMITTEE HELD ON MONDAY 5TH JULY AT COUNCIL CHAMBERS AT 8PM FOLLOWING THE FINANCE AND ADMINISTRATION COMMITTEE MEETING

PRESENT

Councillors P. Collins
Mrs P. Desorgher
D. Isham
H. Mordue (Chairman)
Ms. R. Newell
Mrs H. Saul
Mrs C. Strain-Clark
R. Stuchbury (Mayor)

Town Clerk Ms P J Heath

A Public Session was held prior to the meeting

APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr. K. Liverseidge.

13/2004 Declaration of interest for items on the agenda

There were no declarations of interest for items on the agenda

14/2004 the minutes of the last meeting

Members received the minutes of the previous meeting held on 19th April 2004 which were ratified by Council on 10th May 2004.

15/2004 To receive Action reports and Updates

15.1/2004 (Env 991.2) update on the proposal to move the seat on Stratford Road

Members were informed that in response to environment minute no 991.2 local builders were approached, without response. The quotation had been for £420 to remove the seat and bin, make good the concrete base, then create new bases and install, as a single job; splitting the job could result in a higher cost. Members were to look at where the seat could be placed on Stratford Road.

Proposed by Cllr. Isham, seconded by Cllr. Stuchbury, and **AGREED** that the seat and bin on Stratford Road by the junction with Page Hill Avenue should be removed and stored until a new location could be identified. Budget code 4101/103

ACTION THE CHAIRMAN

15.2/2004 (Env 993.3) update on the footway inspection

It was **AGREED** to set up a meeting with the County Council, Access for All representatives and the Town Council's representatives, Cllr. Isham and Cllr.

Desorgher.

ACTION THE CLERK

15.3/2004 (TC&E 448) update on the formation of a rose garden at the Old Churchyard

Members discussed the idea of a memorial rose garden and although agreeing in principle to the idea did not feel that the Town Council had the finance or time to obtain all the necessary legal permissions.

15.4/2004 Admin update on the Horticultural Contracts

Members were informed that the documents had been typed and would be checked and cross referenced prior to them being sent to the contractors for quotes.

ACTION THE CLERK /THE CHAIRMAN

15.5/2004 (Admin 529.1) update from Cllr. Mordue re email address

Cllr Mordue reported to Members that there was a software package that would allow up to 5 names on the @buckinghamtowncouncil.gov.uk address at a cost of £50. It was agreed to pass this to the Finance and Administration Committee.

ACTION CLLR MORDUE/CHAIRMAN FINANCE & ADMINISTRATION

15.6/2004 (Admin 535) update on the new pathways in Buckingham Cemetery

Members were informed that the Clerk had met Mr. Smith on site and agreed work schedules. The work would take 4 – 6 weeks and is intended to start the first week in August, depending on the weather. All tools and equipment would be stored at the side of Cemetery Lodge, away from the main road and on the path to Chapel B. Access to Chapel B would be allowed for electricity supply. Contractors have been informed and have agreed that no work will take place during the time set aside for a funeral and while mourners are still at the grave side. They will keep the main entrance clear, and the highway outside the main gates.

15.7/2004 (Admin 537) moving of the double gates at Chandos Pavilion

The Members were told that the double gate at Chandos Pavilion had been moved with only 1 complaint from the contractor; the idea had originated from a meeting with the bowls club and the contractors. Concern was expressed that the main park gates had no padlock and were left unlocked; the Clerk is to investigate.

In response to a question the Clerk explained that the bowl rinks had been starred except for the one nearest the entrance gates, this had not been starred for the second year; there had been comments made at the starring that if this edge was still in the same state next year the whole rink may not be starred. The problem appears to be ongoing and the contractors do not appear to be undertaking the work required in the maintenance contract. AVDC no longer have

an officer overseeing the contracts; the contractors themselves are managing these.

A copy of a report highlighting urgent work dated September 2003 had been sent to the office with a letter from the contractor complaining that additional work would be required to bring the rinks up to an acceptable standard; this would result in considerable expense.

The report lists some items that need to be done prior to the winter of 2003/4, some of which is in the maintenance contract. The Clerk is to question with the contractors details of actual work carried out over the last year, including chemicals used.

ACTION THE CLERK

15.8/2004 (Admin 520) location of Cemetery Notice Board

It was AGREED that the Town Clerk with the Vice Chairman of the Committee should agree the location with the current maintenance contractors, to ensure its location by the entrance does not hinder the mowers.

ACTION THE CLERK/CLLR DESORGHIER

16/2004 Town Audit and the proposal to extend it to the Parish Boundaries; to agree and allocate any additional areas

Cllr. Stuchbury thanked the Clerical Assistant for the work that had been undertaken to produce and maintain the Town Audit, as the Environment Committee Clerk.

Members discussed the extending of the audit, and although supportive did not feel Councillors had the time available to survey and monitor the rest of the parish. Volunteers to undertake this work from outside the Council were considered; it was felt this would only be feasible if tightly controlled, with clearly defined areas of responsibility. It was agreed to draw up a map of specified areas and criteria for surveying and reporting for volunteers.

ACTION THE CLERK

17/2004 Aylesbury Vale in Bloom

It was **AGREED** to enter Aylesbury Vale in Bloom; Cllr. Newell agreed to write the 200 word summary, with the necessary 12 – 40 photographs and submit the entry to AVDC by 31st August 2004.

ACTION CLLR NEWELL

18/2004 agree projects for the section 106 wish list

Following a lengthy discussion the following projects were agreed for a 106 wish list; it was **AGREED** that the priority listing would be agreed at the Council meeting to be held on 2nd August.

- a. Tennis Courts and Flood Lights – to resurface the tennis courts in Chandos Park and provide floodlighting so extending the usage time.

- b. Traffic Calming – Chandos Road to supplement the scheme allocated under the development at Mount Pleasant or put in traffic calming should this not be done.
- c. Traffic Calming – Western Avenue to put in traffic calming and upgrade the lighting in Western Ave, this was felt to be particularly important with the proposed new development at Moreton Road.
- d. Linden Village Grassland – to maintain and improve the un-adopted grassland in Linden Village
- e. Play and Leisure Plan – to pay for the necessary consultation and then to undertake the resulting action plan to upgrade, install new or enhance play and leisure facilities for all ages.
- f. Health Centre – to provide facilities and amenities associated with a new health centre.
- g. Skate Park – to provide enhanced lighting and improves facilities at the Skate Park.
- h. New Footbridge – to create a footbridge and associated paths between the Heartland and Bourton Park at the corner adjacent to the Cricket Club.
- i. Fishers Field Footbridge – to remove and install a new footbridge crossing from the rear of Crest Homes land at Fishers Field to Churchminster land at Nelson Street.
- j. Wharf Yard – to provide additional town centre parking at Wharf Yard.

19/2004 future maintenance of the RIVERBANK in the Parks

Members were informed that the Environment Agency would be dredging some parts of the river during September/October. Full details and the plan of the dredging would be available for 2nd August. The state of some of the banks of the river indicated that they would need some restoration work being carried out in the future and it was unknown at this time what effect the dredging would have on the banks. The Clerk showed members an option for an environmentally friendly protection using willow which could be kept closely cut. It was **AGREED** to monitor the situation after the dredging.

20/2004 quotations install a HANDRAIL at Chandos Park Pavilion

Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** to accept the quotation to install a new hand rail at Chandos Pavilion at a cost of £452 for a galvanised metal painted in green B.S Number Cal 6007, subject to agreement from the Bowls Club.

21/2004 costing of contracts re servicing driers at Chandos Park Toilets and Fire Alarm in the Pavilion

Members agreed the cost of the service contracts for the hand dryers in the toilets at £208 per year plus VAT and the cost for fire alarm service at £164.88 per year plus VAT. Members wanted to know if the fire alarms were monitored.

ACTION THE CLERK

22/2004 letter from AVDC and complaints from Buckingham Football Club re damage to boundary fence

Members discussed at length the letter from AVDC requesting the Town Council to pay for a new boundary fence and the complaints from Buckingham Town Football Club that users of Chandos Park are damaging their property. The fence was retained by AVDC, at their insistence, when the park was transferred to Buckingham Town Council. Although members sympathised with the plight of the football club and the problem faced by AVDC in constantly repairing the fence, this was an ongoing problem that predates the transfer of assets and the installation of the kick-wall. It was agreed the Clerk write to both AVDC and Buckingham Town Football Club sympathising with their problems but pointing out this is a public park and that the Town Council does not own or able to take

responsibility of the boundary fence.

23/2004 AVDC re the maintenance of Buckingham Cemetery

The Clerk explained that cost for AVDC to undertake all the maintenance along with the burials would not be available until the horticultural and maintenance contracts have been awarded by AVDC, they will then ask for Buckingham Cemetery to be costed separately. The Clerk reminded members that the burials and the maintenance has to be done by the same company and in with the same contract to provide the most cost effective service. Separate contracts would result in an administration nightmare co-ordinating the two contractors to ensure no conflict of duties and no disruption of burials.

24/2004 purchase of Verney Close – admin 533

Members were informed that no response had been received from Bucks County Council legal in respect of the finalising of the purchase. Members requested a letter be sent to the Leader of BCC asking for details of the long-term plans for the whole of Verney Close.

ACTION THE CLERK / THE CHAIRMAN

25/2004 survey by David Rhodes on the Retaining Wall- admin 532

Members were informed that authorisation had been sent to David Rhodes to undertake the topological survey; unfortunately due to the death of a senior member of staff there was some slippage in organising the work.

26/2004 boundary wall and insurance claim with Hill House

Members were informed that after considerable discussion the insurance company had agreed that the wall was included in the Council's policy; it had now been passed to a loss adjuster.

27/2004 damage to Buckingham War Memorial pillars

Members discussed the current damage to the War Memorial caused by an unknown vehicle. In line with minute number 378 members discussed the way forward. It was agreed that the Caretaker be asked to undertake temporary repairs to the base and that costings be obtained to remove the damaged pillars, and increase the height of the kerbing around the memorial. As the problem appears to be from vehicles attempting to drive around the memorial it was agreed to talk to BCC and the Church with a view to installing a one way system around the whole church and also to install heavy duty metal bollards in a "v" shape between the church and the memorial.

ACTION THE CLERK

28/2004 refurbishment of Cemetery Lodge – admin 531

The Clerk reported she was meeting the architect later in the week to go over the proposals.

29/2004 the installation of a water supply in the Cemetery

Members felt that the installation of a water pipe with three stands separate from the lodge's supply was a good idea. It was **AGREED** that the Clerk discuss with the contractor who is

redoing the paths the laying of a pipe at the same time with a surface connection at the entrance, ½ way down at the junction of the main paths and at the entrance to the new section.

ACTION THE CLERK

30/2004 Invoicing for the Roundabouts, the Maintenance and the letter from Open Doors.

Members discussed the letter from Open Doors and the comments made by the Clerk in respect of the invoicing and lack of maintenance by the contractor over the winter months which has affected the state of the roundabouts in the spring and summer.

It was **AGREED** that each sponsor would be charged from the date the signs were installed. Each sponsor would be charged full rate for this year but further discussions and monitoring would take place in respect of the second year's maintenance bill with a view to a discount if the roundabouts have not been maintained adequately. The Clerk and the Chairman to agree payment of the current contractor's invoices when happy with the work done.

31/2004 Environment and Property Budget; Agree any additional spending from within the budget

31.1/2004 letter from BTCV re funding Community Project Officer

Proposed by Cllr. Stuchbury, seconded by Cllr. C. Strain-Clark, and **RECOMMENDED** that Buckingham Town Council support the BTCV Countryside Project Co-ordinator who is to work in Buckingham at a cost of £1000 over the next 5 years; 2004/05 to be taken from 4033/101.

The following item was heard under section 1 (2) Public Bodies (Admission to Meetings) Act 1960

32/2004 the extension to Buckingham Town Council

33/2004 Chairman's Items for Information

33.1/2004 Oxygen Supply for Cllr. Liverseidge

Members were informed that Cllr. Liverseidge was improving but still needs constant oxygen supply to facilitate his attendance at a Council meeting. A large Oxygen tank could be placed in the Council Chamber. In response to questions the Clerk informed Members that a registered company who would be responsible for its replacement would provide the oxygen tank. The tank would have to be secured to the wall and could only be operated by Cllr. Liverseidge. The Insurance Company had been contacted and verbally given agreement but written confirmation was being sought. The LCAS health and safety help line had been contacted and had advised on procedures relating to the use of the Oxygen tank. The Fire Brigade would be notified. Members were happy to support the action and hoped to welcome Cllr. Liverseidge back to the Council soon. During the discussion it was noted that the seating arrangements would have to alter to allow Cllr. Liverseidge to be seated near to the Oxygen Tank. It was agreed to revisit minute no 1703.3 and the resolution therein taken on 25/1/1999.

CHAIRMANH. Mordue DATE ...2nd August 2004.....