

**MINUTES OF THE ENVIRONMENT AND PROPERTY COMMITTEE TUESDAY 28<sup>th</sup>  
SEPTEMBER 2004 at Council Chambers at 7pm.**

**PRESENT**

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

Town Clerk Ms P J Heath

**APOLGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. D Isham and Mrs H Saul.

**34/2004 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA**

There were no declarations of interest for items on the agenda

**35/2004 THE MINUTES OF THE LAST MEETING**

Members received the minutes of the previous meeting held on 5<sup>th</sup> July 2004, which Council ratified on 2<sup>nd</sup> August 2004.

**36/2004 TO RECEIVE ACTION REPORTS AND UPDATES**

36.1/2004 (15.1/2004) to decide new location for the seat

Members agreed to seek permission to place the seat, which had been removed from Stratford Road opposite Buckingham Athletic, by Stratford Road Bus Stop.

Members asked that the possibility of placing seats down Moreton Avenue be raised with AVDC as part of the Moreton Road Development section 106.

Members asked that the Clerk investigate the moving of the seat from the Community Centre side of the paved area by the Town Council office to under the canopy.

36.2/2004 (15.6/2004) to receive update on cemetery paths

The Chairman and the Clerk have been checking the work as it progressed and will be meeting the contractor on site on Wednesday 28<sup>th</sup> at 8am to have a final check prior to the entrance being finished and the contractor leaving the site. The Office has received several compliments on the work. An officer at AVDC has commented that it will create a problem for AVDC in removing the spoil heap at the bottom of the extension which has been there since prior to the extension being opened; the officer was unable to supply any information whether this will be done.

36.3/2004 (17/2004) to receive retrospectively Buckingham entry into AV in Bloom

Cllr Newell reported on the entry by Buckingham into the Aylesbury Vale in Bloom competition. The entry which covered all areas of Buckingham won 1<sup>st</sup> prize of £300 garden vouchers. The Trophy, which has to be returned, will be on display in the

Council Chamber. It was agreed to ask AVDC if the entry could be displayed at the Buckingham Forum Meeting on 19<sup>th</sup> October.

Following a discussion it was agreed that the AV in Bloom competition entry should in future come under the responsibility of the Events Committee.

36.4/2004 (20/2004) to receive update on Chandos Pavilion handrail

The Clerk reported that the handrail had now been galvanised and powder coated in the green requested by the Council; it will be installed later this week.

36.5/2004 (9/2004) to agree members and dates of future meetings of Play and Leisure Plan Group

The Clerk reminded Members of the history of the Play and Leisure Plan and the minutes of the first meeting in February 2004; it was agreed to resend a copy of those notes and action plan.

It was **AGREED** to reconvene the group the Members being Cllr. Saul, Cllr. Desorgher and Cllr. Stevens. The Group will divide up the town and each Councillor to complete the audit of equipment and sites.

**ACTION THE CLERK AND NAMED COUNCILLORS**

**37/2004 TO RECEIVE UPDATED COPY OF THE TOWN AUDIT AND AGREE WORK TO ITEMS OF COUNCIL'S RESPONSIBILITY**

*Cllr C Strain-Clark arrived during the following item*

Members noted the Town Audit report that had been circulated with the agenda along with the 10 priority points given to the Buckingham Partnership to chase.

Point 10 on the list – London Road derelict plot next to Coopers Yard: The Clerk was instructed to write again to the landlord, with a copy of the letter previously sent by the Council and by the Police, and also to request if AVDC will instigate enforcement to clean up the area.

In respect of Buckingham Town Council's items for action, painting of bins in the Bus Station/Old Cattle Market area, the Clerk reported that the paint in RAL6007 would cost in the region of £23 for a 2 litre can. Members **AGREED** that the bins should be painted in dark green metal paint as close to the original colour as possible.

Lifebelts – following on from previous discussions held by the Environment Committee and the decision taken not to install life belts it was **AGREED** that the Caretaker be requested to remove the caseings.

**38/2004 (15.2/2004) TO RECEIVE A REPORT ON THE FOOTPATH INSPECTION - CLLR. ISHAM**

Due to Cllr Isham's absence and no written report being received of the footpath inspection on 10<sup>th</sup> July 2004 it was agreed to defer this item to the next meeting.

**39/2004 TO DISCUSS AND DECIDE LOCATION OF THE TREES AS PER AVDC LETTER DATED 12/7/04**

A copy of the letter from AVDC had been circulated with the agenda which shows as to which of the Environment Committee's suggestions were feasible. Members **AGREED** that Oaks and Black Poplars would be ideal for the Heartland site, and Black Poplars for Bourton Park. As per the letter it was **AGREED** that Cllr. Stuchbury, Cllr. Stevens and Cllr. Desorgher be given designated authority to draw up a map showing the desired location to be sent to AVDC to implement.

**ACTION CLLRS. STUCHBURY, STEVENS, AND DESORGHER**

**40/2004 TO RECEIVE AN UPDATE ON ROUNDABOUT SPONSORSHIP AND DISCUSS FUTURE MAINTENANCE AFTER THE CURRENT CONTRACT FINISHES IN OCTOBER 2004**

Members were informed that all the roundabouts had been sponsored and the last of the signs were in the office waiting to be installed. SITA who had installed all the previous signs have now said they will not undertake the work. Prismo had agreed to install the 8 signs at a cost of £475 plus VAT.

Proposed by Cllr. Stuchbury, seconded by Cllr. Desorgher, and **AGREED** to give Prismo the order to install the 8 roundabout sponsor signs.

Maintenance by the current contractor would end in October. It was **AGREED** that the Town Clerk be designated to find and employ a company to do the winter maintenance until the new contracts were agreed, assisted by Cllr. Stevens.

**ACTION THE CLERK and CLLR. STEVENS**

**41/2004 TO RECEIVE NOTIFICATION OF CPRE – AGM ON 2nd OCTOBER 2004**

The Clerk was asked to send the Council's apologies, as no Members were able to attend.

**42/2004 TO DISCUSS REQUEST FROM TV POLICE RE DOUBLE YELLOW LINES ON TINGEWICK ROAD AND BY BOURTON MEADOW SCHOOL**

The Clerk explained that a letter had been received from a resident of Fishers Field complaining about the amount of cars now parking in the estate and along Tingewick Road; this letter had also been sent to the police. The Members did not support the installation of double yellow lines on Tingewick Road. The Members did not see that the parked cars caused a problem; the Police could remove any that were obstructing. Since the new parking regulations came into force and the tightening up of residents' parking at Nelson Street flats this was one of the only places for local residents to park.

Members sympathised with the problem at Bourton Meadow School but did not feel that double yellow lines would solve the problem. The Clerk was requested to suggest to the Police that a closer liaison with the School to highlight the need for safe driving in that area would be more productive, with a possible leaflet drop to all parents. The County Council would be asked to carry out a parking and traffic assessment of the area and in particular at the two peak times of the day.

**43/2004 (25/2004) TO RECEIVE REPORT FROM DAVID RHODES ON THE RETAINING WALL AT S<sup>t</sup> PETER & S<sup>t</sup> PAUL'S CHURCH AND AGREE INVOICE FROM SLC ASSOCIATES**

Members noted the report from David Rhodes on the topographical layout of the wall and surrounding area. It was **AGREED** to pay the invoice from SLC Associates who carried out the work. David Rhodes would be requested to proceed with the drawing up the specification and obtaining costs for the repair work.

**44/2004 (26/2004) TO RECEIVE AN UPDATE ON THE INSURANCE CLAIM RE HILL HOUSE BOUNDARY WALL**

Members were informed that the Council's Insurers had appointed an assessor who had visited the site with the Clerk. On behalf of the Insurance Company he had accepted the claim for the main fall adjacent to the toilet block but would not commit to the other two falls, until he had spoken to the insurers of Hill House. Once the claim had been agreed work to rebuild the wall could commence.

**45/2004 (27/2004) TO DISCUSS THE RESPONSES RE THE ALTERATION OF THE TRAFFIC FLOW AT THE WAR MEMORIAL AND DETAILS OF THE AMENDED KERB**

The Clerk reported that neither the County Council nor the Parochial Church Council agreed with the placing of the bollards and making it one way around the Church. The Clerk informed Members of the discussions with Rev. Ashby who explained about the problems which were arising due to indiscriminate parking in the area such as blocking vehicles in; preventing vehicles driving around the church forcing them to reverse, do a 10 point turn resulting often in damage to other vehicles, or mounting the grass to get past; blocking the emergency exits from the Church. He felt there were two main options

1. Widen the road and create marked parking bays. This was mainly necessary for the Nelson Street side of the church where the road is narrower, and parking by the buttresses can prevent vehicles using that side.

2 Close off the road completely and use the gates to prevent parking other than at a Church event although he appreciated that this will cause problems for adjacent residents who have no where else to park.

Members discussed this at length with neither option being acceptable to all Members. Members who regularly use the Church did not share the Rev. Ashby's perception of the problem.

It was **AGREED** to ask the PCC to put up no parking signs at the narrow points of the road, adjacent to the buttresses. The Clerk would investigate the cost of a bollard to prevent parking at that point.

The Clerk informed Members that the kerbing suggested by One County Council Officer is not recommended by another due to new directives; the kerbing would cost £80+ per metre.

The Clerk would obtain details of what would be acceptable.

**ACTION THE CLERK**

**46/2004 (15.7/2004) TO DISCUSS THE MAINTENANCE OF THE BOWLS CLUB FOLLOWING THE MEETING WITH AVDC AND A BOWLING GREEN CONSULTANT**

A copy of the notes made by Cllr. Mordue at the meeting with the Bowls Club had been circulated with the agenda. The Chairman informed Members that he had met with a green maintenance specialist who had provided quotes for immediate work to be carried out over the winter to bring the green back up to an acceptable standard and a quote for an annual maintenance and overseeing of the Bowls Club carrying out the basic work of cutting the grass and brushing the dew from the green. The Chairman and Clerk reported on a meeting held with Leslie Davis and Roger Glithero of AVDC who are responsible for the contractors. At that meeting they had stated they would ensure that the greens maintenance as per the contract would be carried out. There had been no follow up confirmation of dates when this would be carried out.

Proposed by Cllr. Mordue, seconded by Cllr. Stuchbury, and **AGREED** that should there be no satisfactory response by AVDC by the end of this week the Clerk is authorised to accept the quotation for immediate winter maintenance of the green and to deduct the amount of the work from AVDC invoice for maintenance.

The Bowls Club had indicated their willingness to undertake the regular mowing of the green, but asked that the Council supply the equipment. It was noted that contra to the Maintenance agreement held between this Council and AVDC no rent had been collected for the Bowls Club or the Tennis Club. The Clerk informed Members that this had been brought to AVDC's attention on several occasions and that an independent agreement to collect the rent had been reached with the Tennis Club. It was unclear what rent was due from the Bowls Club because different figures had been supplied by AVDC Finance department, Leisure department and the Bowls Club records. It was **AGREED** that the Clerk takes a mean figure between all three and draw up an invoice for rent; this could be used to purchase the necessary equipment.

**47/2004 TO DISCUSS THE DDA REQUIREMENT FOR A NEW PATH AT CHANDOS PARK TOILETS AND RECEIVE ADDITIONAL QUOTES OBTAINED**

Members noted the quotations received.

Proposed Cllr. Stuchbury, seconded by Cllr. Collins, and **AGREED** to accept the quotation from AVDC to install a new path in Chandos Park leading to the toilets to comply with DDA regulations.

**48/2004 TO DISCUSS DDA REQUIREMENT IN RESPECT OF THE COUNCIL OFFICES AND AGREE MEASURES TO BE TAKEN**

The Clerk reminded Members that the DDA requirements would be law from 1<sup>st</sup> October 2004. The entrance to the Council Offices was not in compliance for although it is level with easy access the door was too heavy for a wheelchair user to open it single-handed. The new extension will eliminate this problem but in the mean time one suggestion was to put a bell on the door for request of assistance, with a camera feed into the computers.

It was **AGREED** that the Clerk should investigate a system for the entrance.

## **ACTION THE CLERK**

The Clerk brought to Members' attention that in the event of a fire in the entrance there was no escape route from the Chamber; this would be resolved when the extension was done.

### **49/2004 TO RECEIVE PLANS FOR CEMETERY LODGE ALTERATION PLUS RESULT OF TENDERING FOR THE WORK, AGREE ACCEPTANCE OF CONTRACTOR, AND FORMULATE FUNDING STRATEGY**

Copy of the tender results had been circulated with the agenda. Members were reminded that although the item was not confidential the figures were until such time as the contract is awarded formally.

Proposed by Cllr. Collins, seconded by Cllr. Desorgher, and **AGREED** by 4 votes to 0 to award the contract to Grange Builders subject to the funding being available.

Proposed by Cllr. Stuchbury, seconded by Cllr. C. Strain-Clark, and **RECOMMENDED** that this Council seek funding from the Public Loans Board for the renovating of Cemetery Lodge.

### **50/2004 TO DISCUSS DAVIS RHODES' SUGGESTION RE FEE FOR THE ABOVE WORK ON CEMETERY LODGE**

Members discussed the amount of the invoice and the suggestion by Mr Rhodes that the fee is converted into a percentage calculation covering the work to date plus overseeing the job to completion. Proposed by Cllr. Stuchbury, seconded by Cllr. Collins, and **AGREED** to accept David Rhodes Associates proposal of the charges for the work on Cemetery Lodge project be charged at 10% of the contract sum plus disbursements.

### **51/2004 TO DECIDE IF THIS COUNCIL WISHES TO REQUEST DARK ALLEY IS DESIGNATED AS A DEFINITIVE RIGHT OF WAY**

Proposed by Cllr. C. Strain-Clark, seconded by Cllr. Collins, and **RECOMMENDED** that this Council actively seek to make "Dark Alley" a definitive right of way in respect of its historical use.

### **52/2004 TO DECIDE ON THE PURCHASE OF SALT BINS**

It was agreed to purchase 2 salt bins: 1 to be placed at the junction of Primrose Way and Lenborough Road and 1 to be placed on Buckingham Industrial Estate by the entrance to Ball Moor.

### **53/2004 TO DISCUSS THE PURCHASE AND PLACEMENT OF MEMORIAL BENCHES AS PER EVENTS MINUTE 31.2/2004**

Members noted this item which had been transferred from the Events Committee. No seats are suitable for the Bull Ring area due to the Fair; should suggestions for other areas be received they will be considered on their merit.

### **54/2004 TO NOTE A VERBAL REPORT ON EMBLETON WAY PAVILION AND POSSIBLE OPTION TO ADOPT THE AREA FROM AVDC.**

Members were informed that the Chairman and the Clerk had been invited to look around the Embleton Way Pavilion by AVDC and the Developers. The Building has been designed as a sports pavilion with sufficient changing rooms, a ref.'s room and a meeting room. There may be a possibility of the Town Council being offered the pavilion and land.

Proposed by Cllr. Stuchbury, seconded by Cllr. Desorgher, and **RECOMMENDED** that this Council consider the adoption of Embleton Way playing field and Pavilion if offered by AVDC and that this Council should seek a lease agreement by a sports club to manage the facility if so offered.

#### **55/2004 TO REVIEW CURRENT BUDGET AND DISCUSS 2005 PRELIMINARY BUDGET**

Members reviewed the current Environment and Property Committee budget. It was agreed that Members would compile a list of requirements for 2005/06 financial year to be discussed and agreed at the next Committee Meeting.

#### **56/2004 CHAIRMAN'S ITEMS FOR INFORMATION**

There were no Chairman's items for Information.

Meeting closed at 10.05 pm

CHAIRMAN .....H Mordue..... DATE ...25th October 2004.....