

**MINUTES OF BUCKINGHAM TOWN COUNCIL ENVIRONMENT AND PROPERTY COMMITTEE
HELD AT THE COUNCIL CHAMBERS
ON 15TH AUGUST 2005 AT 7PM**

PRESENT

Councillors P. Collins (Mayor)
Mrs P. Desorgher
D.R. Isham
H. Mordue (Chairman)
Ms. R. Newell
R. Stuchbury

Town Clerk Ms P J Heath

TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr. G. Loftus, Mrs. H. Saul, and Mrs. C. Strain-Clark.

152/2005 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

Here were no declarations of interest for items on the agenda.

153/2005 TO RECEIVE THE MINUTES OF THE LAST MEETING

Members received and noted the minutes of the last meeting held on 27th June 2005 which were ratified on 1st August 2005.

154/2005 ACTION REPORTS AND UPDATES

There were no reports on items not elsewhere on the agenda

155/2005 CEMETERY LODGE REFURBISHMENT

The Clerk informed members that a meeting had been arranged with the builders and the project managers on Thursday 25th August 2005 at 10am to discuss the contract prior to commencement of work in October 2005. The Public Works Board Loan has been received and the interest agreed at 4.5%. It was **AGREED** that the Chairman should do a press release once all the details have been finalised on the work to be done and the future plans of the Council in respect of the lodge.

ACTION THE CLERK /THE CHAIRMAN

156/2005 REPORTS ON THE OPERATION OF BRACKLEY ROAD CEMETERY

156.1 Notification of works to trees by Central Networks

Members were informed that Central Networks (formally East Midlands Electricity) would be undertaking work to the trees overhanging the power cables in the next few months.

156.2 Decision on the proposed work for Cemetery Maintenance

The Clerk had circulated a breakdown of the proposed work and the comparison of the two quotes received. The Clerk explained why the work needs to be done. Members discussed the work schedule and the two quotes.

Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** to accept the quotation from Wyevalles. Phase N^os 2a, 2b, 2c, 3d are to be done this autumn, the rest being done as and when funds allow.

ACTION THE CLERK

156.3 Update on the proposed car park at the Cemetery

The Clerk reminded Members of the decisions they had taken at the previous meeting. The County Council have indicated in writing to AVDC that they would not allow an access onto Stowe Avenue at that point because the vision splay is insufficient. The Clerk has also spoken to the National Trust at their head office which has indicated they will not allow a right of way to cross Stowe Avenue. The Clerk reported that on a recent visit to the cemetery she noticed that the area of land between the Cemetery and Stowe Avenue has had a new barbed wire fence erected and new gates. Members discussed the information and it was **AGREED** that the Clerk would 1) seek clarification of Highways as to their objections; 2) seek written clarification from the National Trust as to access and what if any criteria they use to justify this; 3) write to New College Oxford expressing our continued interest in the land and ask about the gates and fencing.

ACTION THE CLERK

157/2005 REPORTS ON CHANDOS PARK

157.1 Request for funding from Buckingham Lawn Tennis to resurface tennis courts.

Members discussed the request from Buckingham Lawn Tennis Club for £5000 towards the bill for cleaning and resurfacing the court. Members felt that, as the owner of the property, the Council was under an obligation to help maintain and improve our assets.

Proposed by Cllr. Isham, seconded by Cllr. Newell, and **AGREED** to provide £5000 towards the resurfacing of the tennis courts, payable on completion and presentation of the invoice; out of budget code 4610/405.

157.2 Opening and closing times for Chandos Park Toilets - winter provisions

Members discussed the opening and closing of the Chandos Park toilets during the winter months to prevent vandalism and misuse at night. Following a discussion it was agreed that the cleaning contractor could open the toilets in the morning but that they should be locked at about 6pm in the evening. It was **AGREED** to ask the Caretaker if he wished to include this in his duties (with Councillors covering in holiday time); if the Caretaker did not wish to do so the Council would ask if anyone at Chandos Court wished to take on this duty.

157.3 Details of work required in Chandos Park over and above specification

Members discussed the work schedule and quotation circulated prior to the meeting.

Proposed by Cllr. Isham, seconded by Cllr. Newell, and **AGREED** to accept the Quotation for resurfacing work by the Pavilion entrance in Chandos Park.

157.4 details of quotation for bank repair work in Chandos Park

Members noted the quotation to repair the river banks given by Land and Water Special Products. As most of the banks in Chandos Park owned by the Town Council are not eroding at any great extent it was agreed to monitor the situation. The District Council- owned Chris Nicholls Walk has considerable amount of bank erosion so it was **AGREED** to send the quotation to AVDC Engineering Department for their consideration.

157.5 Signs in the park re alcohol free area at the request of Buckingham Police

Members discussed at great length the request received from the Police to put signs in the Parks stating that it is an alcohol free area and that under the bye law it is an offence to continue to drink when requested not to by the Police. There was concern expressed by Members that if the youths indulging in antisocial behaviour are moved out of the park it will only transpose the problem to another area.

Proposed by Cllr. Isham, seconded by Cllr. Newell, and **RECOMMENDED** by 4 votes to 3, with Chairman's casting vote, that Buckingham Town Council installs suitable signage in Chandos Park informing people that it is an offence under the bye law to continue drink once told to stop by a police officer.

An amendment proposed by Cllr. Collins, seconded by Cllr. Desorgher, was defeated by 3 votes to 2 on the Chairman's vote to ignore the request by the Police and not put up any signs.

157.6 Chandos Park Bowls Club

At the request of the Chairman and with the agreement of all Members present an additional item was added to the agenda to discuss the Chandos Park Pavilion and Green.

Members were told that the green needed work to put it to bed; this was over and above what the Bowls Club Members could do. A quotation to undertake the work received by the Chairman from Pure Turf Products, the people who had done early work to the green, was read to the Members. Following a discussion it was proposed by Cllr. Stuchbury seconded by Cllr. Isham and **AGREED** that the company undertake the remedial work that will put the green to bed and ensure that it is

prepared for the coming season in 2006 at a cost of £2245. Members were told that the Club had reached the Finals of the National Lawn Bowls Club Competition for the first time in their history. It was noted that the mower would need servicing and secure storage over the winter period.

158/2005 REPORTS ON BOURTON PARK

158.1 To discuss and agree supplier, final budget and order for Bourton Park Toddler Area.

Members discussed at great length the quotes and designs for the play area in Bourton Park. Members noted the comments made by members of the public who had seen the schemes indicating that the layout by Monster was the best. Notices had been placed in the park inviting comments.

Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** to spend £30,000 on the play area from the monies allocated from 2004/05 budget and to appoint Monster Play Equipment as the preferred supplier subject to suitable references

ACTION THE CLERK

158.2 Details of additional work required over and above specification.

Following a discussion it was proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** to authorise the work listed in the schedule that had been circulated with the agenda to carry out work to the Car Park entrance, work to trees around the Play Areas, and to paint the sculptures in the park with a preservative.

159/2005 REPORTS ON KEN TAGG PLAY AREA

The was no item to report on the Ken Tagg Play Area

160/2005 REPORTS ON VERNEY CLOSE

There was no update available on the transfer of Verney Close.

161/2005 THE TRANSFER OF OPEN SPACE AREAS, HEARTLAND, TO BTC

Members confirmed the earlier decision by the Council to actively seek the transfer of all open space land in Buckingham to the Council providing the maintenance bond money was also transferred.

Proposed by Cllr. Stuchbury, seconded by Cllr. Collins, and **RECOMMENDED** that this Council accepts open space land transferred from AVDC providing the bonded maintenance contribution was also transferred.

Proposed by Cllr. Stuchbury, seconded by Cllr. Collins, and **RECOMMENDED** that designated authority be given to Cllr. Mordue, Cllr. Collins and Cllr. Stuchbury to negotiate any transfer agreement, reporting regularly to the Committee, and bringing the final document to the Council for ratification.

162/2005 REPORTS ON THE BUCKINGHAM TOWN AUDIT AND ANY ACTION REQUIRED

The Clerk reported that only one of the Audit reports had been returned within the deadline, therefore this item was deferred to the next meeting.

ACTION DESIGNATED COUNCILLORS

163/2005 TO DISCUSS THE LOCATING OF BUCKINGHAM SHOPMOBILITY UNIT

Members were reminded that this had been passed to the Environment and Property Committee by the Full Council. Members discussed possible options but felt the most sensible place would be in the short stay car park at Cornwall's Meadow adjacent to the foot path by the Community Centre. The Town Clerk brought to Members' attention the safety issues relating to that area. The siting of the Portacabin in the parking spaces immediately adjacent to the ramp from the shopping area to the footpath would mean that any pedestrians would be unable to see oncoming traffic from the left until they were on the edge of the road. This would be particularly difficult for any those using the disabled parking bays as there is no other access to the vehicles except from the road; there is a high kerb on to the footpath in front of the bays. Members felt this was for AVDC to decide if it was dangerous.

164/2005 WORKING GROUP FOR COUNCIL PROPERTY RISK ASSESSEMENTS

It was **AGREED** that Cllr. Collins, Cllr. Desorgher and Cllr. Lehmann should undertake the Risk Assessment review of all Council owned or occupied property.

ACTION CLLRS DESORGHER, COLLINS, LEHMANN

165/2005 QUOTATIONS TO INSTALL A BENCH ADJACENT TO BUDGENS

Members were informed that only one company had quoted for the installation of the bench by Budgens – Wyevalles at £180.

Proposed by Cllr. Desorgher, seconded by Cllr. Newell, and **AGREED** to accept Wyevalles quotation to install the bench by Budgens at £180.

166/2005 TO RECEIIVE AN UPDATE ON THE COMMUNITY WILDLIFE PROJECT

A copy of the updated work sheet from the Buckingham Community Wildlife Officer had been circulated with the agenda. Cllr. Newell reported that the next meeting of the group would be on the 24th August.

167/2005 PURCHASE OF A SUITABLE VEHICLE FOR THE CARETAKER TO USE

Members discussed the information obtained by Cllr. Stuchbury on a suitable vehicle for the Council's use in order to carry out its duties. Members discussed the options and felt that a quad bike and trailer would provide the most practical of vehicles. The vehicle should be insured for all members of staff and councillors to drive. It would be stored at the garage but a security system would need to be put in place, such as a ground anchor. The Council would purchase suitable protective clothing for the Caretaker and crash helmet.

Proposed by Cllr. Collins, seconded by Cllr. Stuchbury, and **AGREED** to designate responsibility to Cllr. Stuchbury, Cllr. Isham and Cllr. Collins to purchase a second hand quad bike and trailer within a budget of £4000, with associated cost of insurance, maintenance, and operating with a budget of £1000 from the money allocated from 2004/05 budget.

ACTION CLLRS ISHAM, STUCHBURY, COLLINS

168/2005 (148/2005) TO AGREE A STYLE AND BUDGET FOR PURCHASING OF A BUS SHELTER

Members discussed the installation of a bus shelter on Stratford Road.

Proposed by Cllr. Stuchbury, seconded by Cllr. Newell, and **AGREED** to purchase and install a bus shelter to a budget of £5000 from the money allocated from 2004/05 budget.

169/2005 BINS TO BE PURCHASED

Members **AGREED** to purchase 6 rat bait bins for Chandos Park, 1 for Stratford Fields.

Members **AGREED** to order the Grey bins with Green lids from Plastic Omnium to a total order of all bins of £3000.

170/2005 BUCKINGHAM W.I. RE PLANTING OF SPRING BULBS

A letter from Buckingham W.I. asking to purchase spring bulbs to be planted in the little roundabout by Tesco's had been circulated to all members. The request was approved and a suggestion that the bulbs be Snowdrops and Lily of the Valley.

171/2005 SALTEX EXHIBITION

Details of the Saltex Exhibition at the Race Course in Windsor were circulated to Members. The Exhibition is for all aspects of ground maintenance and leisure services it was **AGREED** to open this up to all Members.

ACTION ALL COUNCILLORS

172/2005 REQUEST FROM MRS. PATEMAN TO DISPLAY THE TREVOR PATEMAN MEMORIAL CUP FOR DRAMA

Members were pleased to be offered the opportunity of displaying the Trevor Pateman Memorial Trophy for drama although sad that it was not going to be presented this year. Members expressed concern as to where and how the cup would be displayed bearing in mind the security of the Council Chamber. The Clerk was asked to contact Mrs. Pateman to discuss how the cup should be displayed, the reasons why it was not going to be presented, and the future of the cup.

ACTION THE CLERK

173/2005 TO REVIEW BUDGET 2005/2006

It was **AGREED** to review the budget at the next meeting once all the figures from this meetings commitments had been added.

174/2005 CHAIRMAN'S ITEMS FOR INFORMATION

174.1 Skip

The Chairman informed the Committee that a skip would be needed to assist with the clearing out of the garage in order for the Quad bike to be stored.

Proposed by Cllr. Stuchbury, seconded by Cllr. Collins, and **AGREED** to order a skip for the garage clearance.

The following item was heard under section 1(2) of the Public Bodies (Admission of Meetings) Act 1960 which excludes members of the Public due to the confidential and financial nature of the business to be discussed

175/2005 TO DISCUSS THE PROPOSED EXTENSION OF THE COUNCIL OFFICES

The Chairman reported that he had only just received a letter from Cllr. H. Lewis concerning the architects; it was **AGREED** to defer this item to the next meeting.

CHAIRMAN ...H. Mordue..... DATE ...19th September 2005.....