

**MINUTES OF BUCKINGHAM TOWN COUNCIL ENVIRONMENT AND PROPERTY COMMITTEE
HELD AT THE COUNCIL CHAMBERS ON 3rd OCTOBER 2005 AT 7PM**

PRESENT

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

176 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

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

177 TO RECEIVE THE MINUTES OF THE LAST MEETING

Members received and noted the minutes of the last meeting held on 15th August 2005 which were ratified on 19th September 2005.

178 ACTION REPORTS AND UPDATES

(161/2005) Confirmation of the transfer of the Heartlands

Cllr Stuchbury expressed his concern over the amending of the resolution at Full Council feeling that he should be involved with the discussions; it was **AGREED** that he could attend as an observer.

It was **AGREED** that as the land had now been transferred a formal request should be made to AVDC.

(172/2005) Information on the Trevor Pateman Memorial Cup

Members were informed that the Trevor Pateman Memorial cup would be presented in future years; it was **AGREED** to display it on the bookcase.

(146/2005) to receive letter from Mrs Cummings re Millennium Trees

The letter from Mrs Cumming was read to the meeting it was **AGREED** that Cllr Desorgher would attend on behalf of the Council.

ACTION CLLR DESORGHHER

179 CEMETERY LODGE REFURBISHMENT

Members were informed that the work was due to start on January 9th and was scheduled to end in May 2006. The list of conditions imposed on the contractors was read to members and agreed.

It was **AGREED** to delegate authority to choose the colour scheme to the Clerk and the Chairman with the instruction to keep it neutral. Members discussed the future use of the building initially it would be used for storage and housing the office until the new building was completed. It was then envisaged that the building would be used for Council staff.

180 REPORTS ON THE OPERATION OF BRACKLEY ROAD CEMETERY

180.1 update on the proposed car park at the Cemetery

The Clerk read the letter from New College Oxford in respect of the purchase of the land; they noted the quoted purchase price. Members were still interested in acquiring the land but felt that the price was too high; it was agreed to communicate this thought to New College.

The Clerk read the letter from Bucks County Council which expressed their support for the removal of vehicles from the Brackley Road by creating a car park. They had reservations on locality of the entrance which could be resolved by a joint site visit.

There had been no response to our letter to the National Trust in respect of a right of way across Stowe Avenue.

It was **AGREED** to chase the National Trust and keep up dialogue with the College.

ACTION THE CLERK

180.2 Loose burials

Members agreed to allow the Chairman and Clerk to raise an issue that was not on the agenda due to its urgent nature. A request had been received from a family to have a loose burial. This is when the ashes are placed loose in the grave and not in a casket; the Clerk explained that there would be a problem in the future recovering the ashes if the family wished to do so. Members **AGREED** that on this occasion they would allow the loose burial at the contractors cost plus 10% for the administration, and the family informed that the ashes can not be removed at a future date. This would be placed on the next agenda for members to agree the future policy.

ACTION THE CLERK

181 REPORTS ON CHANDOS PARK

181.1 To receive a request from Chandos Park Bowls Club for a skip

Members agreed to provide a skip for one day for end of season maintenance.

The Chairman informed members that the contractors who have undertaken the winter maintenance and the bowls club would like to meet with the Town Council to agree general maintenance during the closed season.

ACTION THE CHAIRMAN

181.2 Additional Items

Under Chandos Park members raised the following issues to be noted for the next E & P Agenda

Kick wall and the AVDC fence between the park and Ford Meadow football club, the fence is still being damaged. The Clerk reported that no response had been received from our request to negotiate the installation of a fence to stop balls going over.

River Bank the quality of the work undertaken by AVDC and the amount of debris released into the river by their contractors. The state of the river banks in the Town Council ownership would be discussed at the next meeting.

182 REPORTS ON BOURTON PARK

182.1 To receive update on the installation of toddler play area

Members were informed that the order had been placed with Monster Play systems and was due to start in October/November. It was **AGREED** to issue a press release and have a formal opening once the site had been completed. The Chairman confirmed that the order had been placed following a comparison check on all the designs and quotations issued.

It was confirmed that all the life buoys and their housing had been removed on Town Council Land.

183 REPORTS ON KEN TAGG PLAY AREA

It was **AGREED** to look if the play area needed any grass seed laid for the forthcoming spring

ACTION THE CLERK

184 REPORTS ON VERNEY CLOSE

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

185 REPORTS ON BUCKINGHAM TOWN AUDIT AND ANY ACTION REQUIRED

Members discussed the Town Audit and the apparent non action by AVDC on items under their jurisdiction. The County Council had submitted an action report on all item under their responsibility and where possible indicated timescales.

Proposed by Cllr Stuchbury seconded by Cllr Isham and **AGREED** that this Committee writes to AVDC asking when the outstanding items of the Audit would be

undertaken by the them and who had been given the designated authority for each item.

Members were concerned at the continued growth under and between the passenger and road bridge on Bridge Street. The Clerk was requested to write to the County Council pointing out the damage being done by the vegetation growing out of AVDC land.

186 UPDATE ON THE COUNCIL PROPERTY RISK ASSESSMENTS (164/2005)

This was deferred to the next meeting

187 UPDATE ON THE COMMUNITY WILDLIFE PROJECT

CLlr Newell as the Town Council representative on the Community Wildlife Group gave members details of the current work project of the group and a summary of the forthcoming projects. The Clerk informed members of a meeting held with Jason West the Community Wildlife Project Manager. The group are looking to install gateways to Maids Moreton Avenue and had asked that the Town Clerk assist in getting schools and sponsors involved; Members agreed. There was a short discussion on the piece of land transferred to the School from BCC but which now the Councillors understood the school wanted to return.

188 INFORMATION ON THE PURCHASE OF A QUAD BIKE

Members were informed that a Quad bike had been purchased and that it was awaiting the legal documentation before being delivered. The Caretaker would be fitting suitable constraining floor bolts so that the bike could be chained up when not in use, as agreed with the Insurance Company. The Clerk informed members that only those who have filled in the section of the insurance form circulated would be able to drive the Bike. Members discussed further use for the bike and the possibility of buying a water bowser to enable a speedier and cost effective watering of planters and baskets; this would be included in the 2006/2007 budget request.

ACTION THE CLERK

189 TO RECEIVE AN UPDATE ON INSURANCE CLAIMS

189.1 Hill House Wall

Members were informed that a letter had been received from the Assessors for the Insurers which were offering less than we requested. The Clerk would investigate the figures with the Accounts Assistant.

ACTION THE CLERK

189.2 Council Chamber Break-in

A letter had been received from the Insurers asking for details of the replacement products from the recent break in. The Clerk and Mr Gadd, Community Plan Manager, would formulate a response.

190 TO REVIEW BUDGET 2005/2006

The Clerk apologised that the copy of the budget had not been sent to the members during her holiday absence. The Chairman and Clerk would keep it under review and that a detailed analysis would be considered at the next meeting when preparing for budgets.

ACTION THE CLERK

191 CHAIRMAN'S ITEMS FOR INFORMATION

191.1 AVDC PLANTER

The Clerk informed Members that AVDC had written to say the 3 concrete planters would be removed at the time of the Charter Fair and would not be replaced. They had no intention of putting planters on the island by the White Hart due to the proximity the kerb edging. It was agreed to investigate what size planters would be allowed and to source examples for the Committee to discuss at the next meeting.

ACTION THE CLERK

191.2 Cemetery Gate

Members commented on the state of the cemetery gates it was AGREED that the Clerk obtain quotations for the repair and repainting of the main double gates and the two side gates.

ACTION THE CLERK

191.3 NALC Conference

The Chairman reported on an idea which had been mooted at the NALC conference he had attended on behalf of the Council. A lengths man is employed or designated by the Council to look after a section of road, clearing gutters, litter picking, and reporting any repairs that are required. This is the same as the proposition being discussed and agreed with Bucks County Council. It was **AGREED** to put on the next agenda a follow up report on what is happening over the partnership working.

ACTION THE CLERK

The following item will be 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

192 TO DISCUSS THE PROPOSED EXTENSION OF THE COUNCIL OFFICES

CHAIRMAN ...H. Mordue..... DATE ...7th November 2005.....