

MINUTES OF THE ENVIRONMENT AND PROPERTY COMMITTEE MEETING
HELD ON MONDAY 16th FEBRUARY 2009 AT 7PM
IN ROOM MB1, MASONS BUILDING, UNIVERSITY OF BUCKINGHAM

<u>PRESENT</u>	Councillor	T. Bloomfield Mrs G. Collins P. Collins P. Hirons D. Isham R. Lehmann A. Mahi H. Mordue M. Smith R. Stuchbury M. Try W. Whyte	(Mayor) (Chairman)
	In attendance	Cllr. H. Cadd Ms. A. Wilson	
	Deputy Town Clerk Clerical Assistant	Mr. C. Wayman Mrs K. McElligott	

APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Mrs. P. Desorgher, G. Loftus, Ms. R. Newell, Mrs. P. Stevens and Miss S. Le from BTCV.

657/2009 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

Cllr. T. Bloomfield declared a personal interest in item no 12 "Ken Tagg Play Area" as a neighbour of an employee of one of the companies, and did not speak on the item.

658/2009 RECEIVE THE MINUTES OF THE PREVIOUS MEETING

Members accepted the minutes of the last meeting held on 5th January 2009, which had been ratified at the Council meeting held on 2nd February 2009.

Cllrs. Mrs G. Collins, P. Collins and A. Mahi arrived.

659/2009 RECEIVE ACTION REPORTS AND UPDATES ON ITEMS NOT ELSEWHERE ON THE AGENDA AS PER ATTACHED LIST

The Deputy Town Clerk had circulated a report prior to the meeting and reported verbally on the following action items at the meeting:

565.3 Transfer of Assets

A reply to the letter asking AVDC to keep the Heartlands and Chris Nicholls Walk separate, which stated that the matter had been passed to the Cabinet Member, was circulated at the meeting.

582 Chandos Park/ Bourton Park

The Deputy Town Clerk had been in touch with AVDC regarding investigating a by-law for keeping dogs on non-extending leads. An early response had been promised.

644.2 Grass Cut and Clear – Bourton Park

The Deputy Town Clerk had checked a number of other authorities' websites and found that most just leave the silage while others made sure that footpaths and roads are clear.

635 Flood Alleviation

Cllr. Mrs. Stevens had now passed the contact details to the office.

Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** to contact the Environment Agency and obtain copies of the Buckingham and Stony Stratford Studies, to circulate to all Councillors.

ACTION DEPUTY TOWN CLERK

660/2009 TO RECEIVE AN UPDATE FROM THE PARKS POLICY GROUP

Members **AGREED** to wait and meet with the new Town Clerk before progressing further.

661/2009 TO RECEIVE ITEMS ON THE MANAGEMENT OF CHANDOS PARK AND ITS FACILITIES

Members noted that AVDC were looking to fund foreseeable maintenance from WREN funding. While Members understand that the work needs to be carried out, it was felt that this was an inappropriate source of funding.

It was **AGREED** to contact AVDC again to make sure that the Heartlands Transfer and Chris Nichols Walk were kept separate.

ACTION DEPUTY TOWN CLERK

The Chairman and the Deputy Town Clerk explained the current situation with regard to the Chandos Park path. After contacting AVDC, it appeared that their officer who took notes in the meeting neither kept the notes nor passed them to the officer currently dealing with matters. They therefore had no record of the specification. Cllr. Whyte volunteered to draw up a specification based on his recollection of what had been discussed at the meeting.

ACTION CLLR. WHYTE

661.1 To receive a report on Chandos Park Bowls Club

The Chairman gave a verbal report on the meeting with Chandos Park Bowls Club. Cllr. Isham and the Chairman had met members of the Bowls Club at the green and pavilion, inspected the pavilion, and found that more than just the fascia board needed repainting. Although the original paint had been sprayed on, the Chairman believed that brush-painting would provide an acceptable finish.

Members discussed in detail the proposed sign for public access for the Bowling Green, and **AGREED** that it would be preferable to add a telephone contact number to the sign.

The Chairman and Cllr. Isham had also looked at the drainage system for the Green. There appeared to be a problem with tree roots blocking the drainage pipe. It was **AGREED** to investigate the problem further.

The Chairman outlined the problems that the Bowls Club have been having with their electricity supply. Before the new pavilion had been built, three electricity meters had been in place; now there is just one. The Bowls Club's electricity bill increases throughout the winter even though the building is closed between September and May. E-on had been in contact with both the Bowls Club and the Town Council, and said that they did not know if the meter only measured the pavilion supply or whether other places (eg the toilets and pathway lights) were also included. They had declined to send anyone out to check, and suggested that a private electrician be hired. Cllr. Whyte noted that there should be documents which detailed this when ownership was transferred to the Town Council.

It was **AGREED** to look at the documents and see if it could be ascertained if the meter only supplied the pavilion. If no documents could be found, AVDC would be asked to provide them and, if it was still unclear, the Bowls Club would be invited to pay for an electrician as they hold the lease on the pavilion.

[Clerk's note: the relevant documents are in the Town Council's possession].

Members were also informed that a friendly bowls match would be held the weekend before the bowls season starts.

ACTION DEPUTY TOWN CLERK

662/2009 TO RECEIVE QUOTATION FOR NEW LAMPOST HEADS IN CHANDOS PARK AND AGREE ANY ACTION

Members discussed the quote from Lightfoots which had been circulated with the agenda. Councillors enquired if the replacement parts were in production - the Deputy Town Clerk had confirmed that they were.

Proposed by Cllr. Lehmann, seconded by Cllr. Hirons, and **AGREED** to obtain other quotations for the work.

ACTION DEPUTY TOWN CLERK

663/2009 TO RECEIVE ITEMS ON THE MANAGEMENT OF BOURTON PARK AND ITS FACILITIES

The Deputy Town Clerk gave a brief report on Bourton Park and its facilities, noting that the repair to the penstock was outstanding. It was **AGREED** that Cllr. Stuchbury would liaise with the maintenance staff on the repair, although the work would be held over until the river level had subsided.

ACTION CLLR. STUCHBURY/MR. CALDER

664/2009 TO RECEIVE A WRITTEN REPORT FROM BTCV WILDLIFE PROJECT MANAGER – SUSAN LE

Miss Susan Le provided a written report in her absence, which had been circulated with the agenda. Members noted the report.

665/2009 TO RECEIVE THE WEEKLY MAINTENANCE REPORT AND AGREE ACTIONS PROPOSED

Members discussed the weekly maintenance reports and again expressed concern over the quality of reporting. Councillors discussed the contract, noted it is for renewal in 2011, and agreed that CGM be again asked to provide higher standard reports

ACTION DEPUTY CLERK.

666/2009 TO RECEIVE REPORT ON PLAY AREA INSPECTIONS

ROSPA and Wicksteed had provided play area inspections which had been collated by the office and circulated with the agenda. Members noted the reports and felt that ROSPA's report was more thorough.

Proposed by Cllr. Stuchbury, seconded by Cllr. Isham, and **AGREED** by 10 votes to 0 to change from Wicksteed and to obtain costs for ROSPA to carry out inspections.

ACTION DEPUTY CLERK

Members discussed the preferred frequency of future inspections. Proposed by Cllr. Whyte, seconded by Cllr. Hiron, and **AGREED** by 9 votes to 0 that inspections be carried out every 6 months for the next 18 months

ACTION DEPUTY TOWN CLERK

Members **AGREED** to carry out remedial works to the play areas from the maintenance budgets.

ACTION DEPUTY TOWN CLERK

667/2009 TO RECEIVE TENDERS FROM COMPANIES FOR THE WALL AT KEN TAGG AND TO AGREE ON A COMPANY TO CARRY OUT THE WORK

Members discussed the tender responses circulated with the agenda and the tender invitation circulated at the meeting.

Proposed by Cllr. Isham, seconded by Cllr. Lehmann, to appoint the contractor with the lowest tender (Aspect).

An amendment was proposed by Cllr. Stuchbury, seconded by Cllr. Whyte, to appoint Gates to undertake the work as they had specifically taken into account the spur wall within their tender.

The amendment was **REJECTED** by 2 votes to 6, Councillors then voted on the substantive motion which was **AGREED** by 9 votes to 0.

It was **AGREED** to review our current standard contract. Cllr. Whyte agreed to pass contact details to the office for information on a standard version. It was also agreed to contact BALC to see if they have a standard contract which we could use.

ACTION DEPUTY TOWN CLERK

668/2009 TO RECEIVE CORRESPONDENCE FROM BUCKINGHAM RAILWAY WALK CONSERVATION GROUP

Members noted the group's name change, and **AGREED** to contact the group to remind them that the bonfire is earlier this year, taking place on the 31st October.

669/2009 TO DISCUSS MOVING THE NOTICE BOARD AT RAILWAY WALK

The Deputy Town Clerk gave a verbal report on the proposed move. It was **AGREED** to move the notice board at Railway Walk to where the two footpaths cross near the top of Railway Walk at the bypass end.

ACTION MAINTENANCE STAFF

Cllr. Try arrived during the discussion of the next item.

670/2009 TO RECEIVE CORRESPONDENCE FROM AVDC REGARDING EMBLETON WAY PLAY AREA AND AGREE WAY FORWARD

Members discussed the correspondence, which had been circulated with the agenda. Members **AGREED** to ask AVDC for the original s106 agreement. Councillors were concerned by how long this had been going on.

ACTION DEPUTY TOWN CLERK

671/2009 TO RECEIVE QUOTATION FOR TREE WORKS IN THE TOWN AND AGREE ANY ACTION

Councillors discussed the work that needed to be done.

Proposed by Cllr. Lehmann, seconded by Cllr. Stuchbury, and **AGREED** that, as it is outside the contract with CGM, we seek two further quotes and invite CGM to re-quote for the works as their quotation was dated November 2007.

ACTION DEPUTY TOWN CLERK

672/2009 TO RECEIVE QUOTATION FOR PLANTING WORK ON THE ROUNDABOUTS AND AGREE ANY ACTION

Proposed by Cllr. Lehmann, seconded by Cllr. Stuchbury, and **AGREED** that as it is outside the contract with CGM that two other quotations also be sought.

ACTION DEPUTY TOWN CLERK

673/2009 TO RECEIVE A REPORT ON BRACKLEY ROAD CEMETERY ADMINISTRATION

The Deputy Town Clerk informed Members that 2 burials had taken place since the last meeting, and that over the next two months the system would be changing to one from RBS which would ease the administration.

674/2009 TO RECEIVE COSTS AND WORDING FOR A SIGN FOR THE WATERING POINT AT THE CEMETERY

After discussion it was proposed by Cllr. Mordue, seconded by Cllr. Stuchbury, and **AGREED** not to erect a sign.

675/2009 TO DISCUSS THE USE OF OFFENDERS IN UNDERTAKING WORK FOR THE TOWN COUNCIL

The Chairman informed Members that a meeting had been arranged for the 24th February for the maintenance staff, Deputy Town Clerk and the Chairman to meet representatives from Spring Hill Prison. Members **AGREED** to also look into the Community Payback Scheme.

ACTION DEPUTY TOWN CLERK

676/2009 TO RECEIVE REPORTS FROM COUNCILLORS ON THE LATEST BUCKINGHAM TOWN AUDIT AND AGREE ANY ACTION PROPOSED

Members discussed the Town Audit and were informed that the papers for the next audit would be issued for return by the end of March. Cllr. Stuchbury commented on the costs for the repaving of Castle Street provided by Bucks CC at the Partnership Meeting, and expressed disappointment at the high cost of the work. Members discussed which priority matters should be listed for Bucks CC and AVDC action. It was suggested that BCC be asked if we can legally mark out potholes for the County Council's maintenance crews to fill.

Proposed by Cllr. Whyte, seconded by Cllr. Stuchbury, and **AGREED** that the priorities for the other authorities should be potholes and graffiti.

Proposed by Cllr. Stuchbury, seconded by Cllr. Whyte, and **AGREED** to ask Bucks CC how much their maintenance budget is for Buckingham and where they have identified work needing to be done.

Proposed by Cllr. Whyte, seconded by Cllr. Stuchbury, and **AGREED** that, notwithstanding the figures provided at an earlier meeting with AVDC, we seek a record of all s106 monies and where they have been spent.

ACTION DEPUTY TOWN CLERK

677/2009 TO RECEIVE REPORT ON WORK UNDERTAKEN UNDER THE BUCKS. COUNTY COUNCIL DEVOLVED SERVICES

The Deputy Town Clerk gave a verbal report explaining the work undertaken since the last meeting. Members asked the Deputy Town Clerk to investigate if Bucks CC would like the Town Council to clean any road signs in the area.

ACTION DEPUTY TOWN CLERK

678/2009 TO DISCUSS PUTTING NO DOG FOULING SIGNS ON LAMPPOSTS IN ELM STREET FOLLOWING A RESIDENT'S COMPLAINT

The Deputy Town Clerk explained that a member of the public had contacted the Town Council Office and asked if a "no dog fouling" sign could be put up in Elm Street. Members **AGREED** this action.

ACTION MAINTENANCE STAFF

Cllr. Lehmann left the meeting

679/2009 TO RECEIVE CORRESPONDENCE FROM A RESIDENT AND TO DISCUSS GRIT/SALT BIN PROVISION IN THE TOWN AND THE WAY FORWARD

Members discussed in great detail grit/salt bin provision in the town in light of the cold weather recently experienced, noting that no effort had been made to clear or grit bus routes, access to the Hospital, pavements by sheltered housing or road crossings. Members **AGREED** to contact Bucks CC and seek agreement that they would fill grit/salt bins if more were provided. It was also suggested that bins should be fixed in place to avoid vandalism and theft.

Cllr Stuchbury proposed that funds be vired from other budgets so the Town Council could provide bins in this fiscal year; Members did not agree. Cllr Stuchbury asked that his objection to this decision be noted.

Councillors **AGREED** to respond to the resident, and also to contact BCC Highways on Call to explain our role in grit/salt provision, as it appeared they had been giving callers incorrect information.

ACTION DEPUTY TOWN CLERK

680/2009 TO RECEIVE AND MONITOR THE ENVIRONMENT AND PROPERTY BUDGET, AND MAKE SUCH ADJUSTMENTS AS NECESSARY

Members noted the budget as circulated with the agenda.

680.1 To note the ring-fencing of money under Environment and Property budget headings

It was **AGREED** that the new Town Clerk would meet with all Standing Committee Chairmen and agree amounts committed for next year. Members discussed whether to have Cemetery Lodge valued and **AGREED** that this be a future agenda item.

ACTION DEPUTY TOWN CLERK

681/2008 CHAIRMAN'S / MAYOR'S ITEMS FOR INFORMATION.

The Mayor noted the following items

681.1 Mayors Service

The Mayor thanked all the people who attended on Sunday 15th February

681.2 Bull Ring Planters

The Mayor thanked Cllrs. Bloomfield and Stuchbury for attending to the planters which had been turned over on Saturday night.

681.3 New Town Clerk

The Mayor introduced Anne Wilson who would be joining the Town Council as the New Town Clerk at the beginning of March.

The Chairman announced the following items:

681.4 New Grind Bar

A new grind bar for the skate park had been installed. The Chairman wished to thank Cllr. Polhill for providing money for the bar out of his Community Leader Fund.

681.5 Buckingham Bag

The Chairman thanked everyone who participated in the Buckingham Bag launch on Saturday 14th February, and informed Members that the organising group may suggest undertaking another environmental project.

Meeting closed at 9:40pm

CHAIRMAN DATE