

MINUTMINUTES OF THE ENVIRONMENT AND PROPERTY COMMITTEE MEETING
HELD ON MONDAY 16th JULY 2007 at 7pm

<u>PRESENT</u>	Councillor	T. Bloomfield Mrs G. Collins P. Collins Mrs P. Desorgher P. Hirons D. Isham (Chairman) G. Loftus A. Mahi H. Mordue (Mayor) Ms. R. Newell M. Smith Mrs P. Stevens R. Stuchbury W. Whyte
	Also attending	Mr. A. Webster
	Town Clerk	Mrs P. Heath

APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor M. Try .

427/2007 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

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

428/2007 MINUTES OF THE MEETING HELD ON 29TH MAY 2007

Members accepted the minutes of the last meeting held on 29th May 2007, which were ratified at the Council meeting held on 2nd July 2007.

429/2007 ACTION REPORTS AND UPDATES ON ITEMS NOT ELSEWHERE ON THE AGENDA AS PER LIST CIRCULATED WITH THE AGENDA

Members noted the action items on the list and made comment on the following:-
313.1 RSJ – Clerk reported on the reaction to the specification supplied. Contact had been made with RoSPA for safe installation: they suggested contacting the County Council. This had already been done; concern was raised as to the suitability of the

use of RSJ in that location. The Clerk was requested to talk with County Council and get details of suitable bollards.

399.1 Community Centre storage – it was noted that no response had been received.

414.1 The snagging list had still not been passed to the Town Clerk for action.

415.3 The Clerk reported that a provisional cost of £2000 had been estimated by the Company who had quoted in 2004; a proper quotation would be sought.

417 Cllr. Try was investigating suitable telephone systems for the office and had agreed to assist in the necessary cabling work.

424 Cllr. Mahi circulated to Members details of solar light signs; it was agreed that this be placed on the next agenda with a view to being included in the 2008/2009 budget request.

420 Town audit - Cllr. Isham reported that the group had not met.

430/2007 RECEIVE AND AGREE THE ENFORCEMENT POLICY RE FIXED PENALTY NOTICES, UNDER THE CLEANER NEIGHBOURHOOD ACT 2005.

Proposed by Cllr Stuchbury, seconded by Cllr Desorgher, and **RECOMMENDED** that the Council adopt the enforcement policy as circulated.

431/2007 PURCHASE OF VERNEY CLOSE LAND FROM BUCKS. COUNTY COUNCIL

This item had been subsequently discussed at the Council's interim meeting; there had been no reply from the County Council's agent.

432/2007 DISCUSS THE CURRENT POSITION FOR 2007/2008 BUDGET

It was agreed to defer this to later in the meeting when Members would have had time to study the current financial statement.

*Proposed by Cllr. Stuchbury, seconded by Cllr. Mordue, and **AGREED** to move item 10 - Brackley Road Cemetery - to be heard next.*

433/2007 REPORTS ON THE OPERATION OF BRACKLEY ROAD CEMETERY

433.1 Discuss and agree the co-option of a representative from the Friends of Brackley Road Cemetery on to the Environment and Property Committee

Proposed by Cllr. Stuchbury, seconded by Cllr. Bloomfield, and **AGREED** to co-opt Mr. Tony Webster, Chairman of the Friends of Brackley Road Cemetery, on to the Environment and Property Committee.

433.2 Discuss the future burial provision of Brackley Road Cemetery, to decide if the intended rose garden is to be used for burials and agree budget alterations, to agree a process to find and acquire additional land; to look to acquiring a computer to install the cemetery software for data entry work by Mr. Webster and discussing the setting up of the map database to enable the data to be entered.

Members discussed the current burial provision in Buckingham Cemetery and the problems due to the large amount of bedrock in the Extension which was restricting the number of double burial depths. It may be necessary to sell plots side-by-side. The Members queried if reuse of old graves was a viable option but were informed that the law does not allow civil cemeteries to reuse plots; only Church burial grounds after 100 years of the last burial in that grave can do so. Members discussed possible solutions which included using the area beyond the bottom hedge adjacent to the stream and the triangular area previously designated for a rose garden.

It was **AGREED** to level the spoil heap in the back extension. Members appreciated that a digger, unless brought in over adjacent land, could not be used in the extension due to the possible damage to the paths and walls; the spoil heap includes large stones which could make the levelling difficult. The Clerk would obtain costs for machine levelling if access could be obtained and for manual levelling.

The Clerk was requested to establish how many graves were remaining in the front extension and how many could be formed in the back extension after the levelling of the ground.

For the benefit of the new Councillors the Clerk explained about the transfer from AVDC to the Town Council of the administration of the burials, and the lack of viable information and maps (which are a legal requirement). The Members were informed of the slow progress with installing the maps on to the cemetery software due to time constraints; therefore the data as received from AVDC could not be entered by Mr. Webster. The Clerk explained the difficulty re the software being entered on the old laptop to enable Mr Webster to use it. It was **AGREED** to request the Finance and Administration Committee to look at the purchase of a Desktop computer for the Deputy Town Clerk to enable the laptop to be used for Cemetery data.

ACTION TOWN CLERK

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.

Mr Webster left the room during the following discussion

434/2007 DISCUSS AND AGREE A RECOMMENDATION TO FULL COUNCIL OF THE LEVEL OF RENT REQUIRED IF THE LODGE IS LET AS A TIED COTTAGE FOR THE CEMETERY MANAGER

Mr. Webster returned to the meeting and the meeting restored to open session.

435/2007 REPORT ON CEMETERY LODGE

There was no report on Cemetery Lodge.

436/2007 REPORTS ON CHANDOS PARK

436.1 To discuss the lease and letting agreement of Chandos Park Pavilion and Green; to decide and recommend future action concerning the long term plans for the Pavilion and Green

Copies of all recent communication documents had been circulated to Members with the agenda. Members noted the extensive amount of paperwork on the lease and maintenance issues.

The Town Clerk confirmed that the rent to 31st March 2007 had been paid. Members discussed at great length the history of the Bowls Club, their licence to occupy, and the lease. Members expressed concern as to the proportion of the Council's budget being spent on the green and pavilion over and above the rent received. Members looked at the future of the green and the pavilion and whether the current usage provided best value of a town's asset; other options would be investigated to ensure the financial and social viability of the pavilion's current use. It was confirmed that any member of the public could play on the green although there are no public access facilities in place nor is the public use of the greens advertised.

Proposed by Cllr. Smith, seconded by Cllr. Collins, and **RECOMMENDED** by 11 votes to 2 that this Council informs the Chandos Park Bowls Club that the license due to end on the 30th September will not be renewed in 2008, and that the agreed lease is to be signed by 31st August 2007.

436.2 Decision on the repairs to Chandos Park Path.

This item had been deferred from 29.05.07 meeting to allow new members to look at the specification previously agreed and accepted. Members discussed the specification of the footpath and felt the surface finish should be more in keeping with the surrounding area.

It was **AGREED** that Cllrs. Whyte, Stevens and Isham would provide the Clerk with changes to the specification.

It was proposed by Cllr. Stuchbury, seconded by Cllr Stevens, and **AGREED** to accept the quotation from Richard Ashford Ltd. providing the changes in specification do not increase the quoted price.

ACTION CLLRS. WHYTE, STEVENS, ISHAM

437/2007 REPORTS ON BOURTON PARK

437.1 Receive update on the mink monitoring project

The Town Clerk informed Members that the grant from AVDC had been agreed and the Mink Rafts and Traps ordered; these would be delivered to Mr Eaton who would store and distribute the rafts as required.

438/2007 RECEIVE THE WEEKLY SAFETY REPORTS ON PLAY AREAS AND AGREE ACTION PROPOSED.

438.1 Discuss the recent vandalism; decide whether to replace the damaged equipment; discuss the replacement of the fence in the toddler area; discuss the removal and replacement of the damaged picnic table.

The Town Clerk gave a detailed explanation of the damage to equipment in Bourton Park and pictures of the damage had been circulated with the agenda. Following discussion it was **AGREED** to 1) replace the fence in the Toddler play area at Bourton Park with a like-for-like structure as the surrounding fence; 2) Repair and replace the top of the burnt out table; 3) repair the damaged bench by the Weir.

ACTION THE TOWN CLERK

439/2007 TO DISCUSS THE BUCKINGHAM TOWN AUDIT & ALLOCATE AREAS

The Chairman reported that the group had not met to realign the map of the audit and re allocate areas.

440/2007 TO RECEIVE UPDATE ON THE COMMUNITY PLAN INITIATIVES

The Town Clerk informed Members that the benches, bins, and sign posts had been ordered. These would be in the style of those already used by the Town Council.

441/2007 TO RECEIVE REPORT ON THE WORK UNDER DEVOLVED SERVICES FROM BUCKS. COUNTY COUNCIL

The Town Clerk provided a history of the work undertaken by the Council under devolved services. It was explained that Verney Close was in the control of Rights of Way and not Highways, with whom the Council has the devolved services agreement, so therefore the Caretaker could not maintain the footpaths.

442/2007 TO DISCUSS AND AGREE PARAMETERS FOR A POLICY ON SHOPPING TROLLEYS AS PER MINUTE NUMBER 304/2006 – CLLR NEWELL

Cllr. Newell reported that Milton Keynes Council charges £15 per recovered shopping trolley; locally Budgen's and Tesco's provide a donation to the Mayor's Charity. It was agreed not to implement a policy for charging for recovered shopping trolleys.

443/2007 TO DISCUSS AND RECOMMEND TO THE COUNCIL THE PROCESS FOR IMPLEMENTATION OF THE POWERS UNDER THE CLEANER NEIGHBOURHOOD ACT AS PER MINUTE NUMBERS 261/2006 & 324/2006

The Town Clerk explained the history and contents of the Cleaner Neighbourhood Act 2005. Members noted that the Town Clerk had received the training to be able to issue the notices but that best practice and advice was that Clerk should not be the designated officer; the cost of training would be £185. It was agreed that Cllrs. Isham, Smith, Stuchbury or Mordue would meet the new CEO of AVDC who has had experience of the implementation in his previous authority.

**ACTION CLLR. ISHAM, CLLR. SMITH, CLLR. STUCHBURY, CLLR. MORDUE,
TOWN CLERK**

444/2007 DISCUSS AND AGREE A RESPONSE TO AVDC LETTER RE THE CUTTERNE ELM AS PER THE COUNCIL MINUTE NO. 2964

Members discussed the letter from AVDC re the cost for planting the elm tree. Members felt the costs were very high and queried if there was a need for the hard landscaping around the tree; a copy of the drawings had been circulated with the agenda. Members asked if AVDC had consulted all the residents in the area. Members did not feel they could make a commitment to part fund the work.

445/2007 RECEIVE COMMENTS FROM THE TREE SURVEYOR IN RESPECT OF THE COPPER BEECHES AT S^T. PETER & S^T. PAUL'S CHURCH AND AGREE WHAT WORK IS TO BE UNDERTAKEN, AND AGREE A BUDGET

Members discussed the comments from the tree surveyor employed by the Council to survey all of the Council's trees, which said that the Copper Beeches would benefit from tidying up work on the extremities of branches and the branch overhanging the war memorial could possibly be cut back.

A proposal by Cllr. Hirons, seconded by Cllr. Mahi, that the Council arrange for the two copper beeches to be trimmed in line with the tree surveyor's recommendations was defeated by 10 votes to 5.

446/2007 TO DISCUSS THE EMPLOYMENT OF AN ADDITIONAL CARETAKER; AGREE DETAILS TO BE GIVEN TO THE F & A COMMITTEE AS TO THE E & P COMMITTEE REQUIREMENT.

A copy of the caretaker's job description was circulated with the agenda and amendments recommended to the Finance and Administration Committee; Cllr. Newell will provide the F & A committee with a person specification.

ACTION CLLR. NEWELL

447/2007 RECEIVE DETAILS FROM AVDC ON THE CONTRACTS HELD RE CHANDOS PARK TOILETS; DISCUSS THE FINANCIAL AND ADMINISTRATIVE IMPLICATIONS IF THE COUNCIL WITHDRAWS FROM THE CONTRACTS.

The Town Clerk provided information on the contracts which are maintained through AVDC on behalf of the Town Council. The Members were informed that some were annual contracts to 31st March but some were 4 year contracts with 18 months to run. There could be financial penalties for the Council if it withdrew from these early. It was agreed to pass the details to the Finance and Administration Committee to discuss and plan for the removal of all contracts from AVDC control.

As the 10 pm deadline re standing order 1d was reached it was proposed by Cllr. Stuchbury, seconded by Cllr. Isham, that the meeting should continue to cover the remaining agenda items. 1 member opposed therefore the meeting was closed at 10.05 pm and the remaining items deferred to the next Environment and Property Committee.

TO DISCUSS A REQUEST FROM ROYAL BRITISH LEGION FOR THE WAR MEMORIAL TO BE REFURBISHED.

TO DISCUSS THE PROBLEMS BEING EXPERIENCED AT KEN TAGG PLAY AREA, AS REPORTED TO CLLR BLOOMFIELD, YOUTHS OVER THE AGE 12 LIMIT ABUSING THE SITE.

CHAIRMAN'S ITEMS FOR INFORMATION

Meeting closed at 10.05 pm

CHAIRMAND R Isham.....
2007.....

DATE20th August