

**MINUTES OF THE ENVIRONMENT AND PROPERTY COMMITTEE MEETING HELD ON
MONDAY 28th January 2008 at 7pm**

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

APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor G. Loftus.

506/2008 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

Cllr. Whyte declared a personal interest in item 14 on the agenda "War Memorial" as he is providing professional advice to the British Legion.

507/2008 RECEIVE THE MINUTES OF THE PREVIOUS MEETING

Members accepted the minutes of the last meeting held on 10th December 2007, which were ratified at the Council meeting held on 7th January 2008.

508/2008 RECEIVE ACTION REPORTS AND UPDATES ON ITEMS NOT ELSEWHERE ON THE AGENDA AS PER ATTACHED LIST

Members noted the action items on the list.

509/2008 REPORT ON CEMETERY LODGE AND THE OPERATION OF BRACKLEY ROAD CEMETERY.

The Town Clerk gave a verbal report on the operation of the cemetery; there had only been a couple of funerals since the last meeting. The Contractor had provided the quotation for works to the trees; it was **AGREED** that the balance of the horticultural budget money at the year end be used to undertake some of the work. The large

Beech tree by the lodge required a picus test; Cllr. Stevens would provide details at the next meeting of this test and its purpose and a decision would then be taken as to whether to carry out the test. Members discussed the replacement of trees and the future management of the horticulture in the Cemetery.

ACTION CLLR. STEVENS

509.1 To receive details of a request for filming in the Cemetery

Members were informed that a company had contacted the Town Clerk and would be putting a formal request in writing to film a Music Video in the Cemetery. Members discussed this at length and agreed that in principle they would allow filming in the Cemetery providing any memorials are out of focus, it does not interfere with a funeral and the Council see the story board prior to filming. The Town Clerk to contact Equity when the details are known to ask for guidance as to the fee to charge.

ACTION TOWN CLERK

There was no action to report on the Cemetery Lodge.

510/2008 REPORTS ON CHANDOS PARK

Members were given the details of the quotation for work to trees in Chandos Park based on the Arboricultural report. It was **AGREED** that any balance of Horticultural budget be used to undertake the work that can not be done by the Grounds Maintenance staff.

511/2008 REPORTS ON BOURTON PARK

The Members discussed the issues relating to the trees taken down by the Cricket Club which caused debris to be left on the Bourton Park riverbank; the history of the issue was explained to new Members.

Proposed by Cllr. Stuchbury, seconded by Cllr. Newell, and **AGREED** by 13 votes to 0 that a recorded delivery letter be sent to the Cricket Club laying out the Council's position along with a copy of the invoice.

512/2008 WEEKLY SAFETY REPORTS ON PLAY AREAS AND AGREE ACTION PROPOSED.

Members noted the reports by the Contractors. Following a discussion it was agreed that the criteria for the reports be circulated to all Members for their information.

Members were given details of the Insurance claim concerning the safety surface in Chandos Park play area.

513/2008 BUCKINGHAM TOWN AUDIT AND ALLOCATION OF AREAS

The Chairman informed Members that the working group had met and paperwork relating to the proposed realignment had been received too late to be considered at this meeting. It was **AGREED** that the current format and areas be used for a town

audit prior to the next meeting; those areas done by former councillors will be reallocated.

514/2008 REPORT ON THE PARKS POLICY

Cllr. Whyte presented a report which had been circulated with the agenda. Proposed by Cllr. Whyte, seconded by Cllr. Smith, and **AGREED** by 13 votes to 0 that the Council creates a strategy policy document based on the AVDC "Good Practice Guide for Provision of Public Open Space".

It was **AGREED** to write to all properties backing on to Chandos Park reminding occupants that they do not have right of entry into the park and asking them not to dump litter in the park.

The Parks Group will next meet on 21st February at 7.30 pm.

515/2008 REPORT ON THE WORK UNDER DEVOLVED SERVICES FROM BCC

The Town Clerk gave a verbal report on the devolved services and work undertaken under this agreement.

Members were informed that the Chairman of Finance and Administration in consultation with the Clerk had agreed a month's leave without pay for the part time ground maintenance staff.

516/2008 SPECIFICATION FOR TENDER AS PER MINUTE N^o. 494/2007 REFURBISHMENT OF THE CHANDOS PARK PATH FROM THE MAIN GATES TO THE JUNCTION WITH THE RIVERSIDE PATH.

Members discussed what they wanted in respect of the appearance of the path but no specification was drawn up. It was **AGREED** that the Clerk should contact the Engineer at AVDC who had drawn up the original specification and request a revised specification; the fee for this to be found from within the E & P Budget by the Chairman and Clerk.

- 2.8 metre wide path;
- retain cobbled entrance but on new sub base;
- create new path on the diagonal by the "roundabout";
- raise the height of the path to form a level slope between the height at the Tennis Court entrance and the "Roundabout";
- Path to be tarmac with bonded resin gravel top.

517/2008 DETAILS OF THE MEETING WITH CHANDOS PARK BOWLS CLUB, AGREE AND RECOMMEND ACTION ARISING FROM THE MEETING.

Notes of the meeting held on 23rd January had been circulated by email prior to the Committee Meeting. Members discussed at length the points raised at the meeting with the Bowls Club and the previous resolutions taken by the Town Council.

Proposed by Cllr. Collins, seconded by Cllr. Smith, and **AGREED** by 9 votes to 5 that this Council enacts the resolution previously taken to regain possession of the Pavilion that a padlock and chain be put on the door having given the Club 2 weeks notice to remove their possessions.

Following further discussions. Members accepted the items detailed as being paid by the Bowls Club but felt that the watering of the green and the maintenance of the sprinkler system which is integral to the green's maintenance should be paid for by the Club. The Town Clerk is to ensure that the Pavilion and the Green were on separate water and electricity meters to the rest of Chandos Park.

The Town Clerk reminded Members that the original lease had been agreed by the Council prior to it being sent to the Bowls Club.

Proposed by Cllr. Collins, seconded by Cllr. Smith, and **AGREED** by 12 votes to 0 that this Council should offer the Bowls Club a 3 year lease with a flat fee of £500 per annum, with the Bowls Club paying for all items listed in the Notes of the 23rd January Meeting plus the watering and maintenance of the sprinkler system.

An amendment by Cllr. Stuchbury, seconded by Cllr. Try, to reduce this to a 2 year lease was defeated by 10 votes to 4

Proposed by Cllr. Collins, seconded by Cllr. Smith, and **AGREED** that the Council should purchase a new sprinkler system up to a budget of £1500.

Following a request from the Town Clerk for clarification it was agreed that

1. The letter of 2 weeks notice to be out of the Pavilion - to be agreed by the Chairman and circulated to all prior to being sent.
2. The letter stating the Council wish to have a lease - to be sent in the same envelope - also to be agreed by the Chairman and circulated before being sent.
3. The lease to be altered in line with the Notes to the Meeting - circulated and any comments to be made within 48 hours by all Members before being sent with a request that the lease is signed before the 1st March.

518/2008 UPDATE ON THE REFURBISHMENT OF THE WAR MEMORIAL

To receive cost and details of one way system around the Church

Members were surprised at the budget cost of £13,000 and felt this was too high. It was **AGREED** to request the County Council to put a No Through Road sign at the entrance to the Church and Elm Street.

519/2008 NOTIFICATION OF ATTENDANCE AT THE 10TH MARCH MEETING OF SUSAN LE, BUCKINGHAM COMMUNITY WILDLIFE PROJECT

Members agreed that the BTCV – Buckingham Community Wildlife Project - Manager should attend the next meeting of the Committee to discuss wildlife projects in the Parks.

520/2008 REPORT ON THE CURRENT BUDGETS AND FUTURE BUDGET REQUIREMENTS

Members noted the budget papers circulated with the agenda. The Chairman and the Clerk to identify any under-spends that could be utilised by the Committee. Members asked for details of the funds to be passed over from the Community Plan.

521/2008 CHAIRMAN'S ITEMS FOR INFORMATION

There were no Chairman's items for information.

Meeting closed at 9.58 pm

CHAIRMAN ...D R Isham..... DATE25th February 2008.....