

**MINUTES OF THE ENVIRONMENT AND PROPERTY COMMITTEE MEETING HELD ON
MONDAY 3RD SEPTEMBER 2007 at 7pm**

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| <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) M. Smith R. Stuchbury W. Whyte |
| | Town Clerk | Ms. P. Heath |

APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Ms. R. Newell, Mrs. P. Stevens and M. Try; and Mr. Tony Webster, co-opted member.

448/2007 DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

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

449/2007 RECEIVE THE MINUTES OF THE MEETING HELD ON 29TH MAY 2007

Members accepted the minutes of the last meeting held on 16th July 2007, which were ratified at the Council meeting held on 20th August 2007.

450/2007 RECEIVE ACTION REPORTS AND UPDATES ON ITEMS NOT ELSEWHERE ON THE AGENDA AS PER ATTACHED LIST

Members noted the action items on the list and made comment on the following:

274.1 Cllr. Stuchbury confirmed that the waders had been purchased but river conditions had not permitted the repair of the penstock. It was agreed that the Caretakers be asked to undertake the job when the assistant caretaker had been appointed.

321 The Clerk requested that as neither company asked to sponsor a bin had responded this item be removed. It was agreed to look at the provision of bins in that area at Precept.

424 The Clerk explained that the County Council no longer lent out SID, this was being transferred to the PCSOs; the Clerk would request the setting up of SID in Bourton Road once the transfer had been completed.

451/2007 DISCUSS A REQUEST FROM ROYAL BRITISH LEGION FOR THE WAR MEMORIAL TO BE REFURBISHED.

Members discussed the history of the War Memorial and noted the previous decisions taken by the Council in respect of the refurbishment and protection of the Memorial. Although the installation of bollards around the memorial was still the preferred option it should form part of a long term project for the protection of the stone, the names and surround of the memorial. To this end expert advice should be sought and funding sources identified.

ACTION THE TOWN CLERK

It was **AGREED** that the Caretaker be asked to undertake a soft brush clean and refurbishment of the stone bollards prior to Remembrance Day.

ACTION THE TOWN CLERK

It was **AGREED** that the Royal British Legion be asked to clarify exactly what they see as refurbishment of the Memorial.

ACTION THE TOWN CLERK

452/2007 DISCUSS THE PROBLEMS BEING EXPERIENCED AT KEN TAGG PLAY AREA, AS REPORTED TO CLLR. BLOOMFIELD (YOUTHS OVER THE AGE 12 LIMIT ABUSING THE SITE)

Cllr. Bloomfield reported on the antisocial behaviour in and around the Ken Tagg Play Area; the Police are monitoring the area with regular visits by patrol cars and the PCSO. The problem had improved over the summer holidays with the police visits. It was **AGREED** that Cllr. Bloomfield would continue to monitor the situation and a request was made for the item to be placed on the NAGS agenda.

ACTION CLLR. BLOOMFIELD & CLLR. SMITH

453/2007REPORT ON CEMETERY LODGE

453.1 Receive an update on the flooring and note changes made to the order

Members were informed that the carpet and flooring had been laid and adjustments made to the doors. The laminated flooring had been amended on the order from a beech colour to a dark oak to reflect the character of the building.

454/2007REPORTS ON THE OPERATION OF BRACKLEY ROAD CEMETERY

454.1 Receive Email from Mr. T. Webster re Cemetery Maintenance.

A copy of Mr Webster's email had been circulated with the agenda. Members discussed the current cutting regime and the problems relating to unpredictable growth. The Clerk reiterated her earlier explanation of the legalities of cutting within graves with kerbstones. Under health and safety reasons, as the height of the grass is obscuring trip hazards, the contractor has been requested to cut within kerb stones in September; the Friends of Brackley Road Cemetery have agreed to collect the grass and spread any wild flower seeds on the spoil heap at the far end. Members **AGREED** that a full cost breakdown would be required on any change to the cutting regime, as suggested by Mr Webster, and that the impact on the budget would need to be assessed before any response could be made.

A review of the current budget and the planning for the 2008 budget would be undertaken by Cllr. Isham, Cllr. Try and Cllr. Whyte with the Town Clerk.

ACTION CLLRS. ISHAM/TRY/WHYTE/TOWN CLERK

455/2007 REPORTS ON CHANDOS PARK

455.1 Discuss the Chandos Park Bowls Club lease and receive any response and update

The Town Clerk informed Members that a letter had been sent following the Town Council meeting on 20th August as the matter had been a Recommendation. Because of the timing of the meeting the letter had explained that an undertaking to sign by the 31st August would be accepted, with the lease being signed by 30th September; no response had been received to the letter which had also been emailed to Mr. Pounds, the Bowls Club Secretary. The Chairman stated that contrary to the reports made to the Town Clerk he had not been in discussion with the Bowls Club. Members were informed that the bowling green and the surrounding boards needed a considerable amount of work following the floods to enable the surface to be playable, although it was understood the club were still playing home matches on the site.

It was **AGREED** to review the Committee terms of reference to enable the Committee to action such decision instead of having to recommend to the Council.

Proposed by Cllr. Whyte, seconded by Cllr. Stuchbury, and **AGREED** by 12 votes to 0 that the Committee obtain quotations for consultants fees to provide professional advice on the green and work needed to reinstate and replace ditches.

It was also **AGREED** to approach the contractor who had previously carried out work to obtain costs for reinstatement work.

The Town Clerk to contact the Club to establish the position concerning the lease.

ACTION TOWN CLERK

455.2 Receive a quotation for Sampling Identification and Assessment Survey for asbestos on Chandos Park Tennis Club and the Toilets.

It was discussed whether the buildings needed surveying considering the age and type of construction. Members decided not to undertake the Sampling Identification and Asbestos Survey for Chandos Park Toilets or the Tennis Club. Cllr. Mordue would check the Tennis Club roof which had been repaired following the transfer of assets.

455.3 Discuss the requirements for the fence behind the Kickwall; to note a quotation received to date; to decide if Buckingham Town Council wishes to negotiate the transfer of ownership of the fence between Chandos Park/Buckingham Town Football Club from AVDC.

Members discussed the fence which would be located at the rear of the Kickwall and the request from AVDC to negotiate the transfer of ownership of the wooden fence to the Town Council. Members agreed that the fence should be 2.1 metres high and that planning permission to allow this should be obtained.

Following a discussion Members agreed they would discuss the transfer of the wooden fence behind the Tennis Courts/Club House down to the corner of Chris Nicholls Walk providing the District Council replaces it with a 2.1 metre high metal mesh fence prior to the transfer. Members would not negotiate the transfer of the fence between Chris Nicholls Walk and the Buckingham Town Football Club ground, as neither property was in the ownership of the Town Council.

ACTION THE TOWN CLERK

455.4 Receive update on the footpath repairs in Chandos Park.

Members discussed the report tabled on the footpath repairs and accepted the recommendations.

ACTION THE TOWN CLERK

456/2007 REPORTS ON BOURTON PARK

Following a question Members' notice was drawn to the Action report circulated with the agenda and minute number 438 on that report which explained that quotations were being sought for the fence, and work orders issued for the bench.

Members agreed that the burnt table should be sanded and treated but not removed.

457/2007 TO RECEIVE THE WEEKLY SAFETY REPORTS ON PLAY AREAS AND AGREE ACTION PROPOSED

The Town Clerk reported on the weekly safety reports. The main area of concern was the safety surface of Chandos Park which had started to lift at the edges due to the flood water. Quotations were being sought to replace the play surface for the insurance company; as the main damage was at the extremities of the play area because it was school holidays the decision had been made not to close the play area, and signs had been displayed.

458/2007 TO DISCUSS THE BUCKINGHAM TOWN AUDIT AND ALLOCATE AREAS

The Chairman reported that the working group to look at the format and designations of the Audit had met earlier that day. A new map with 5 designated areas would be produced. It was proposed that the format of the report be altered and a draft version for comment would be sent to all Committee Members and the Buckingham Partnership Officer at AVDC. Cllr. Bloomfield would co-ordinate, monitor and collate the reports providing the information for the Partnership meetings.

Cllrs. Bloomfield, Isham, Try, Smith and G. Collins had agreed to undertake the audit; it was suggested that a team member should attend the Partnership Meetings to report on the audit.

For Members' information the Town Clerk explained how the current system worked and the areas of responsibility.

ACTION CLLRS. BLOOMFIELD/ISHAM/TRY/SMITH/G.COLLINS

459/2007 TO RECEIVE UPDATE ON THE COMMUNITY PLAN INITIATIVES

The Town Clerk informed Members that the bases for the benches had been installed awaiting their delivery; the litter bins had been collected by the contractor and would be installed with the benches; the notice boards were on order and would be installed once delivered. The sign post and finger posts would be installed by the County Council.

460/2007 TO RECEIVE A REPORT ON THE WORK UNDER DEVOLVED SERVICES FROM BUCKS. COUNTY COUNCIL

The Town Clerk reported on the work done under devolved services.

It was **AGREED** to arrange for the new caretaker to be trained on the Quad bike as soon as possible.

ACTION THE TOWN CLERK

461/2007 TO RECEIVE AND DISCUSS BCC "BUCKINGHAMSHIRE RIGHTS OF WAY IMPROVEMENT PLAN" CONSULTATION AND MAKE A RESPONSE

The Chairman reported that he had read the document but had not prepared a written report or a response to the consultation.

A question was asked of a Councillor if the open access policy was welcomed by the farming community; the Councillor stated that on the area he worked it was. There would be a public meeting on the consultation and it was **AGREED** to advertise the details on the Council's web site.

462/2007 TO RECEIVE THE TREE SURVEY; TO DISCUSS ITEMS FOR URGENT ATTENTION; TO RECEIVE AND AGREE THE QUOTATION FOR TREE WORKS

Members received the survey report on the trees within the Council's ownership. Members noted that most of the work would be scheduled over a 4 year programme

but some work in Bourton Park had been scheduled as urgent - this related to willows undermined by the flood water. A cost for the work had been received from the horticultural contractor.

Proposed by Cllr. Stuchbury and **AGREED** that the Contractor be authorised to carry out the essential work as per the schedule.

Proposed by Cllr. Whyte and **AGREED** that the Council should seek tenders for all tree works of 1 year plus.

Proposed by Cllr. Whyte and **AGREED** that a contingency fund for emergency tree works should be included in the precept request.

463/2007 TO RECEIVE RESPONSE FROM BUCKINGHAM COMMUNITY CENTRE RE STORAGE

The following members declared a personal interest as members of the Community Centre Management Committee – Cllr. Isham, Cllr. P. Collins, Cllr. G. Collins, Cllr. Mordue and Cllr. Try. Cllr. Desorgher declared a personal interest as Chairman of the Management Committee. Cllr. Bloomfield declared a personal interest as the Community Centre Manager.

Members noted the letter from Buckingham Community Centre but events and decisions by the Premises Committee have altered the situation.

464/2007 TO RECEIVE NOTIFICATION THAT THE BIG LOTTERY BID FOR A GRANT HAD FAILED

Members noted the letter from “the Big Lottery” stating that the grant application had failed.

465/2007 TO RECEIVE THE RAILWAY WALK CONSERVATION DIARY DETAILS FOR AUGUST 2007 – JUNE 2008

Members noted the details of the work to be carried out by the Friends of Railway Walk.

466/2007 TO RECEIVE INFORMATION RE DOG BIN MISSING AND AGREE IF IT SHOULD BE REPLACED.

Proposed by Cllr. Mordue, seconded by Cllr. Collins, and **AGREED** that the dog bin missing on the corner of Chris Nicholls Walk and Ford Street be replaced.

ACTION THE TOWN CLERK

467/2007 TO DECIDE IF ANY MEMBER WISHES TO VISIT IOG SALTEX 2007, TO AGREE PAYMENT AND CONFIRM BUDGET SOURCE.

Members noted the details; the Town Clerk explained what the SALTEX exhibition included. It was **AGREED** that Cllr. Mordue would attend if time allowed.

468/2007 TO DISCUSS AND RECEIVE AN UPDATE ON THE ADOPTION OF HEARTLANDS, EMBLETON WAY AND HOLLOWAY SPINNEY.

Members received the letter from AVDC indicating that the legal documents relating to the Heartlands were currently being drawn up.

Proposed by Cllr. Stuchbury, seconded by Cllr. Whyte, and **AGREED** to instruct the Council's solicitor to act on behalf of the Town Council in respect of the Transfer.

Members discussed a paper tabled at the meeting on the future plans for the open spaces and leisure facilities in Buckingham. It was **AGREED** to set up a working party to look at formulating a policy and forward plan to co-ordinate the management and maintenance of all areas including those in other authorities' ownership.

The working group will be Cllr. Whyte, Cllr. Mordue, Cllr. Isham, Cllr. Stuchbury, Cllr. Bloomfield and Cllr. Hiron.

ACTION CLLRS. WHYTE/MORDUE/ISHAM/STUCHBURY/ BLOOMFIELD/ HIRONS

469/2007 TO RECEIVE A COPY OF LETTER SENT TO CLLR. STUCHBURY RE PARKING IN GAWCOTT ROAD

Members discussed the letter which had been circulated with the agenda. Members appreciated the problem but felt it was a wider issue than just the parking. The Police have the power to deal with obstructive parking. The County Council should be requested to cut back the hedge to allow cars to park closer to the road edge. It was **AGREED** to pass the letter to the County Council highways team and also to contact the Police to question why parking regulations were not being enforced.

ACTION THE TOWN CLERK

470/2007 TO DISCUSS THE EXTENSION TO THE RIVERSIDE WALK AS PER THE ATTACHED REQUEST BY CLLR NEWELL

Members discussed the documentation circulated with the agenda and **AGREED** to support in principle subject to formal discussion with the relevant parties.

471/2007 CHAIRMAN'S ITEMS FOR INFORMATION

There were no Chairman's items for information.

Meeting closed at 9.35 pm.

CHAIRMAND Isham.....DATE8th october 2007.....