

## THE IVERS PARISH COUNCIL

### MINUTES OF A MEETING OF THE FACILITIES AND EVENTS COMMITTEE HELD ON 3 MAY 2023 AT 7.00PM

**Committee Members Present:** Councillors Ciarán Beary, Julie Cook, Vishal Gupta, Peter Stanhope and Graham Young

**Absent:** Councillors Paul Brooksby and Michael Sullivan.

**In attendance:** Nicole McCaig (Business Administrator and minute taker)

#### **APOLOGIES**

Councillor Wendy Matthews

#### **525/22 DECLARATIONS OF INTEREST**

There were no declarations of interest made.

#### **526/22 PUBLIC PARTICIPATION**

There were no members of the public in attendance at the meeting.

#### **527/22 MINUTES**

The minutes of 1<sup>st</sup> March 2023 were considered.

RESOLVED that

The minutes of 1<sup>st</sup> March 2023 be agreed and signed by the Chair.

#### **528/22 CHAIR'S ANNOUNCEMENTS**

Cllr Stanhope reported that volunteers were needed for the Coronation Picnic in the Park.

#### **529/22 FINANCE**

The Committee received the income and expenditure for the year to 24<sup>th</sup> April 2023.

The Business Administrator confirmed that the grant to the Iver Village Residents' Association was awarded from the general grants budget.

RESOLVED:

- Cllr Stanhope to convene a Christmas Lights Working Group.
- Business Administrator to send details, to the committee, of expenditure transactions from budgets 7999 (£2,320) and 8998 (£6,550).
- To add a review of allotment rent concessions to the next agenda.

#### **530/22 COMMITTEE ACTION PLAN**

The Committee received the Action Plan.

RESOLVED that:

- The Action Plan be noted as received by the Committee.

#### **531/22 CHRISTMAS LIGHTS CONTRACT**

The Committee reviewed the report of the Business Administrator and discussed amending the specification and asking contractor 4 to requote for not dressing the shops, and instead to dress more lamp columns.

Following a suggestion by Cllr Stanhope, the Committee took a vote on awarding the contract to contractor 1 who had provided a quote for a 1 year contract only.

**RESOLVED**

- Business Administrator to proceed with contractor 1 for a 1 year lighting contract.
- The Iver Heath Residents' Association to identify a tree for dressing in Iver Heath.

**532/22**

**ALLOTMENT UPDATE**

The Committee reviewed the report of the Business Administrator.

**RESOLVED**

- Business Administrator to proceed with dividing Iver Heath allotment plot 24 into 3 separate allotments. 2 plots to be rented, 1 plot to be converted to an accessible allotment plot.
- Business Administrator to rent half of Iver allotment plot 15.

**533/22**

**CORRONATION PICNIC EVENT UPDATE**

The Committee reviewed the report of the Deputy Clerk.

The Business Administrator confirmed that the event Risk Assessment had been received.

**534/22**

**IMPROVEMENTS AND EFFECTIVENESS**

Agreed to amend future agendas to include the wording agreed by council (To receive any items to improve how Council and Committee business is transacted - as per minute number 521/22).

The meeting finished at 7:37pm

Signed ..... Chair

Date .....