

THE IVERS PARISH COUNCIL

MINUTES OF A MEETING OF THE FACILITIES AND EVENTS COMMITTEE HELD ON 1 NOVEMBER 2023 AT 7.00PM

Committee Members Present: Councillors Ciarán Beary, Julie Cook, Vishal Gupta, Peter Kinchin, Wendy Matthews and Peter Stanhope.

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

APOLOGIES

Cllr Michael Sullivan.

257/23

DECLARATIONS OF INTEREST

- a) No declarations were received from Members.
- b) No written requests for dispensations for disclosable pecuniary interests were received.
- c) The clerk has previously granted two dispensations, to the end of the municipal year 2023-24 regarding allotments, to Cllrs Cook and Stanhope to ensure the committee remains quorate.

258/23

PUBLIC PARTICIPATION

There were two members of the public, representing the Iver Village Residents' Association (IVRA), present at the meeting who stated that the Christmas lights switch on event was always a parish council managed event and urged the parish council to manage the event this year.

259/23

MINUTES

The minutes of 6th September 2023 were considered.

RESOLVED that

The minutes of 6th September 2023 be agreed and signed by the Chair.

260/23

CHAIR'S ANNOUNCEMENTS

Cllr Stanhope reported that the installation and testing of the Christmas lights was complete. He added that the installation and handover of the new fire alarm system at the Iver Heath pavilion was complete, which will address an issue raised in the previous Fire Risk Assessment. Cllr Stanhope asked for councillors to volunteer on the day of the Christmas lights switch on event.

261/23

FINANCE

The Committee received the income and expenditure for the year to 23rd October 2023.

RESOLVED:

- The Finance Report be noted as received by the Committee.

262/23

COMMITTEE ACTION PLAN

The Committee received the Action Plan.

RESOLVED that:

- The Action Plan be noted as received by the Committee.
- Allotment Land be added to a future agenda and also to the Neighbourhood Plan Phase 2 meeting agendas for consideration.

263/23

DRAFT FACILITIES & EVENTS BUDGET 2024-25

The committee reviewed the budgets and discussed how long the Electrical Testing and Memorial H&S Testing Ear Marked Reserves are being built up. The committee agreed there was no need for a Utilities Contingency for 2024-25 as gas and electric contracts have been agreed and proposed annual costs included in the budget.

The Business Administrator explained how the bowls club recharge was often offset by the agreement to deduct the club's bowling green maintenance charges from the annual recharge.

The committee reviewed the draft Fees and Charges and were not willing to increase residents hire charges. However, the committee felt it was appropriate to increase charges for commercial hire.

RESOLVED:

- To present the draft Facilities and Events Income and Expenditure budgets to full council, including the Draft Schedule of Fees and Charges (with no change to residents' hire fees and the agreed increases to commercial hire fees and the inclusion of a £2.50 fee per booking).

264/23

SOLAR PANEL PROJECT – 45B HIGH STREET

The committee reviewed the report of the Business Administrator and suggested that careful communication, to the community, about the project would be needed, including the offer of sharing the learning from the project. It was felt that the parish council shouldn't share the contractor details with residents in the communication in case this was seen as an endorsement of the contractor by the parish council.

RESOLVED:

- Business Administrator to proceed with contractor 2 with the inclusion of a bird/wildlife guard on all external plant.

265/23

CHRISTMAS LIGHTS ELECTRICITY SUPPLY

The committee considered the additional cost and budget overspend for the unexpected requirement to pay for an unmetered electricity supply.

RESOLVED:

- Business Administrator to proceed with an unmetered electricity supply contract with the only supplier who provided costings.
- Business Administrator to make a grant application to the Community Board of £3,800 to contribute towards the Christmas lighting.
- Business Administrator to write to Steve Broadbent at Buckinghamshire Council (copying Unitary Councillors), to express dismay at the additional electricity contract charges, to ask if a transition agreement could be put in place from 2024 to gradually add the increased charges and to investigate if Buckinghamshire Council could purchase the additional electricity supply, at their cheaper contracted rate, and recharge the cost to the parish council.

266/23

CHRISTMAS LIGHTS EVENT (25 NOVEMBER 2023)

- a) Cllr Stanhope reported that working group meetings have been taking place and event planning is well underway.
- b) The committee considered whether the Christmas lights switch on event should be managed by the parish council.

RESOLVED:

- The parish council would manage the event and as such the council agreed to accept liabilities as the event organiser.
- Cllr Stanhope to provide a list of stallholders, together with their relevant insurance details and, where relevant, hygiene certification and DBS checks to the Clerk and Deputy Clerk before the event.
- Cllr Stanhope to be the main coordinator and contact on the day of the event.
- Cllr Stanhope to work with councillors of his choice, to produce a suitable event risk assessment for submission to the Clerk and Deputy Clerk prior to the event.

267/23

ALLOTMENT PRICING WORKING GROUP

Cllr Stanhope reported that a date for the first working group has been set.

The committee discussed the following:

- To limit each tenant to two allotments to allow a greater number of people access to an allotment.
- To decide a clear discount/concession structure.

268/23

D-DAY 80TH ANNIVERSARY BEACONG LIGHTING EVENT – THURSDAY 6TH JUNE 2024

a) The committee considered the new beacon top designs and selected version a.

RESOLVED:

- Business Administrator to enlist Cllr Kinchin's assistance to commission production of the beacon top, once the British Legion confirm an event is planned.

b) Cllr Stanhope reported that he is meeting with the British Legion next week to discuss whether they will be participating in the anniversary event.

269/23

EXCLUSION OF PRESS AND PUBLIC

To exclude the Public and Press from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential).

RESOLVED

- To exclude members of the press and public.

270/23

REQUEST FROM IVER HEATH ALLOTMENT TENANT

The Business Administrator reported that a tenant had requested an extension of time to allow the removal of their belongings and equipment from a plot where the tenancy has been ended by the parish council, on 30th September 2023, for non-cultivation.

RESOLVED:

- Not to allow any additional time as the tenant has already remained on the allotment for an additional month (October 2023) and sufficient time has already been granted.
- Business Administrator to inform the tenant in writing.

271/23

COMPENSATION FROM INSURANCE COMPANY

The Business Administrator reported that the parish council has received £150 compensation from the insurance company contractor following repeated delays in starting the repairs at the Iver Heath Bowls Club. The Business Administrator recommended the compensation be passed onto the Bowls Club as a gesture of goodwill.

Councillors felt the level of compensation received was minimal compared with the delays and inconvenience caused to the Bowls Club.

RESOLVED:

- Business Administrator to pass the compensation, received by the parish council, onto the Bowls Club.

The meeting finished at 8:05pm

Signed Chair

Date