

THE IVERS PARISH COUNCIL

**MINUTES OF A MEETING OF THE FACILITIES AND EVENTS COMMITTEE
HELD ON 4 SEPTEMBER 2024 AT 7.00PM**

Committee Members Present: Councillors Kevin Brown, Julie Cook, Vishal Gupta, Wendy Matthews, Peter Stanhope and Graham Young

In attendance: Nicole McCaig (Deputy Clerk for F&E).

APOLOGIES

None received.

ABSENT

Cllr Sullivan.

139/24 DECLARATIONS OF INTEREST

- a) No declarations of interest were made.
- b) No written requests for dispensations for disclosable pecuniary interests were received.
- c) No dispensations were granted.

140/24 PUBLIC PARTICIPATION

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

141/24 MINUTES

The minutes of 3rd July 2024 were considered.

RESOLVED that:

The minutes of 3rd July 2024 be agreed and signed by the Chair.

142/24 CHAIR'S ANNOUNCEMENTS

The Chair announced that the Iver Village Residents' Association summer Olympic event, held at the Iver Recreation Ground in July, was well attended.

143/24 FINANCE

The Committee received the Facilities and Events Budget Comparison Report dated 23rd August 2024.

RESOLVED that:

- The Facilities and Events Budget Comparison Report dated 23rd August 2024 be noted as received by the Committee.
- A budget line is included in the 2025-26 budget, to support the VE Day 80th Anniversary event at the Iver Heath British Legion.
- A list of Ear Marked Reserves, relevant to the committee is provided at all committee meetings going forward.

144/24 COMMITTEE ACTION PLAN

The Committee received the Action Plan.

RESOLVED that:

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

145/24 ADDITIONAL RECREATION GROUND AND PLAY AREA CCTV COVERAGE

The committee discussed that anti-social behaviour at the recreation grounds was sufficient justification for increasing CCTV coverage.

The committee reviewed the CCTV policy.

RESOLVED:

- Deputy Clerk to obtain quotes for additional hard drive capacity, to maintain sufficient recording backup times.
- Deputy Clerk, to proceed with Information Commissioner's Office Risk Assessment process.
- Request from full council that funds are vired from the underspent D-Day event budget, with additional funds, if needed, from General Reserves, to fund the additional cameras and hard drives.
- To amend sections of the CCTV policy as follows:
 - Objectives – to add the words in bold: To protect the Parish Council **owned and managed** buildings, **land** and equipment
 - Procedures – to delete paragraph 1.4
 - Access to Images 5.3.2 – to add the words in bold: To make a report regarding suspected criminal **or anti-social** behaviour

146/24

JUBILEE PAVILION CHANGE OF USE – FOLLOWING MEETING WITH FOOTBALL FOUNDATION ON 17TH JUNE 2024

The Deputy Clerk reported that the Football Foundation had offered two options:

- 1) Council may request to be released from the Football Foundation's Terms and Conditions of the grant. However, the Council may be required to pay back a pro-rated amount of the grant.
- 2) The Council may investigate reconfiguring the existing space and there is potential that the Football Foundation provide a grant of up to £25,000 (or 75% of the project cost) towards the improvements. The Football Foundation have requested a rough sketch of the plans for initial views from the technical team.

RESOLVED:

- Deputy Clerk to forward building plans, ideally identifying load bearing walls, to the committee.
- Deputy Clerk to forward the Football Foundation website address with guidance for pavilion designs for new builds and refurbishments.

147/24

CHRISTMAS LIGHTS SWITCH ON EVENT – 23RD NOVEMBER 2024

The committee considered the quotation from St John Ambulance for event first aid cover.

The committee discussed running a scaled back, 2-hour event with a focus on family activities and less focus on commercial stalls, including:

- Iver Singers performance, 15 minutes before lights switch on, and 15 minutes after switch on.
- Donuts and food stall.
- Father Christmas and sleigh for selfies
- Face painting (indoors)
- Donkeys, if can be provided free of charge, with the correct animal licence.

RESOLVED:

- Deputy Clerk to proceed with booking event first aid cover with St John Ambulance.

- Deputy Clerk to obtain costings and purchase 2 x solar/battery powered light up reindeer to accompany sleigh, up to a maximum budget of £150.
- Cllr Stanhope/Brown to provide appropriate size for the above reindeer once they have inspected the condition of the sleigh.
- Cllr Stanhope to complete SAG form and external stall layout.
- Administration Assistant to produce a 'hold the date / more information to follow' post on social media.

The meeting finished at 19:53pm

Signed Chair

Date