



AYLESBURY
TOWN COUNCIL

**Minutes of the Meeting of the Direct Services Committee of Aylesbury Town Council
held at the Town Hall, 5 Church Street, Aylesbury on Wednesday 7 June 2023 at 7pm**

Present: Cllr W Raja (Chairman)
Cllr N Hussain
Cllr R King
Cllr P Koya
Cllr R Lloyd

Officers in attendance: Mr K Gray (Town Clerk)
Mrs J Priest (Deputy Town Clerk)

No members of the public were in attendance.

The Chairman called the meeting to order at 7pm

1. Apologies

To note and agree apologies for absence.

Resolved: To unanimously receive and accept apologies for absence from Cllr A Morgan (prior commitment), Cllr M Winn (prior commitment), Cllr M Azam (illness), Cllr S Lambert (work commitment)

2. Declarations of Interest & Dispensations Requested

To declare and note any personal or prejudicial interests.

No declarations made and no dispensations requested.

3. Election of Vice Chairman

To receive nominations and elect a Vice Chairman for the 2023/24 municipal year.

Nominations were sought. It was proposed by Cllr R Lloyd, seconded by Cllr R King that Cllr P Koya be elected Vice-Chairman. No further nominations were forthcoming.

Resolved: On being put to the vote it was unanimously agreed that Cllr P Koya be duly elected to serve as Vice Chairman in 2023-24.

4. Minutes

To receive, accept and sign the draft minutes of 15 March 2023.

Resolved: To receive, accept and sign the minutes of 15 March 2023 as a true record.

5. Matters Arising

No matters arising from the minutes.

Cllr N Hussain arrived at 7:02pm

6. Jonathan Page Play Centre

- a) To note the update report from the Play Centre Manager, which councillors received in advance of the meeting.

The council is still trying to recruit a Playworker with a Level 2 and Level 3 qualification. Despite advertising regularly no applications have been received to date. A new job description will go out on during the week, outlining that a job share will be considered for this role.

Recruitment in the childcare sector is not just a local problem but a nationwide one.

- b) To look at the budgetary position of cost centre 702 Jonathan Page Play Centre to March 2023 (month 12).

No questions were raised on the financial reports.

Resolved: The update and financial reports were received, reviewed, and agreed by the committee.

7. Devolved Services and Environment

- a) To receive an update on Devolved Services and Environment from the Town Clerk.

The Town Clerk informed that he sent a grass cutting update to all councillors, highlighting that the council's outdoor maintenance team are ahead of schedule and all areas the council is responsible for cutting have been done and they will start their fifth round before the end of June.

At present the devolved services agreement remains as it is. The Town Clerk has asked Buckinghamshire Council for meetings to discuss the new agreement, which would start from the new financial year 2024-25 onwards.

Parish liaison meeting is taking place at the end of June and the Town Clerk expects that other Parish and Town Councils may well raise the question of the future of devolved services at the meeting.

The Town Clerk reported from his recent meeting with Directors and Officers from Buckinghamshire Council (BC) regarding assets and transfers. The

Directors advised that at present the only discussion BC will have with the Town Council is about the three proposed community centres - Haydon Hill, Quarrendon and Meadowcroft (QMCA) and Multicultural Centre, all of which are leased to community associations. A meeting has been arranged with the association committees for Haydon Hill and QMCA and officers from BC.

The Town Clerk informed councillors that the land on George Street is now owned by the Town Council and he is waiting for the solicitors regarding completion on the land by Alfred Rose Park.

Cllr Lloyd advised that he is intending to attend the Parish Liaison meeting in June and will be submitting questions regarding the transfer of assets and future devolved services.

Resolved: The reports were received and agreed by the committee.

- b) To look at the budgetary position of cost centre 701 Devolved Services and 403 Environment to March 2023 (month 12).

Resolved: Received, reviewed, and accepted with no comments made and no questions asked.

8. Cemetery

- a) To receive an update on cemetery matters from the Town Clerk.

The Town Clerk updated the committee on cemetery matters. The maintenance team are currently looking at the bell in the chapel and are aiming to repair it so it can be rung again by the gatekeeper before the cemetery is being closed in the evenings.

The urns are being planted up with perennial flowers to provide colour in the cemetery.

Cllr R Lloyd asked that we inform him when the bell is ready to be rung and the times when it will be rung going forward so he can advise residents in his ward.

The Community Payback team are carrying out weeding in the cemetery on Sundays.

Cllr R King was asked by a resident if she could take away the coronation bench and refurbish it with their neighbour. The Clerk does not see a problem with this and will come back to Cllr King with an update.

Resolved: The reports were received and agreed by the committee.

- b) To note the statistics report from the Cemetery Officer
Resolved: The report was received, reviewed, and agreed by the committee.
- c) To agree and approve a memorial, plaque, and small garden with benches for the Stoke Mandeville Hospital burial section to be paid for by 4Louis charity.

To agree for the area to be called Snowdrop Garden

Councillors received a briefing paper in advance of the meeting outlining the proposed memorial, an approximate layout of the area.

Councillors agreed with the proposal and extended their thank you to the 4Louis charity and Stoke Mandeville Hospital.

Cllr N Hussain proposed, seconded by Cllr R Lloyd

Resolved: Councillors unanimously agreed that a memorial plaque and small garden with benches can be erected in the Stoke Mandeville Hospital baby burial section, which will be paid for by 4Louis charity.

Councillors unanimously agreed for the area to be called Snowdrop Garden.

- d) To consider and approve the refurbishment of the public toilets at Tring Road Cemetery at a cost of approx. £20,000 and to delegate the final contractor decision to the Town Clerk.

Councillors received a briefing paper in advance of the meeting, which they discussed in detail. Cllr N Hussain asked if Muslim showers could be incorporated in the renewal of the toilets and Cllr R King asked if the disabled toilet could be fitted with a proper Radar key lock.

Cllr W Raja proposed, seconded by Cllr N Hussain

Resolved: The committee unanimously agreed that the decision to refurbish the toilet block should be delegated to the Town Clerk with any necessary discussion with the Chairman of the Committee if required. The Town Clerk to appoint a suitable contractor and for the toilet block in the cemetery to be refurbished at a cost of up to £20,000.

- e) To note the letter received from Buckinghamshire Council regarding inclusion of Tring Road Cemetery on the Buckinghamshire Council Local Heritage List and the current listing information.

Councillors noted the listing and asked if this listing will have an impact on any of the work the council wishes to carry out. The Town Clerk explained that as the Burial Authority the town council has full jurisdiction over the land and what it does within the cemetery.

Resolved: Received, reviewed, and accepted.

- f) To look at the budgetary position of cost centre 601 Cemetery to March 2023 (month 12).
Resolved: Received, reviewed, and accepted with no comments made and no questions asked.

9. Allotments

- a) To receive a quarterly update on allotment availability and associated matters

The committee had no questions on the report received in advance of the meeting.

The Town Clerk advised the committee on Bierton Road allotments - when AVDC transferred the allotments to the Town Council, they didn't tell the William Harding Trust, who own the land. To correct this matter, which has recently come to light, a peppercorn agreement will be signed by the Town Clerk with the William Harding Trust.

- b) To consider creating a Wildlife area at Ardenham lane allotments.

Councillors received a briefing paper in advance of the meeting, proposing the creating of a wildlife area in Ardenham Lane allotments, which can then be visited by schools, local organisations for wildlife education purposes. The area will incorporate a pond, fruit orchard and beehives.

Cllr N Hussain proposed, seconded by Cllr P Koya

Resolved: The committee unanimously agreed to create a Wildlife area at Ardenham Lane allotments at a cost of up to £2,000.

- c) To look at the budgetary look at the budgetary position of cost centre 401 Allotments to March 2023 (month 12)

Resolved: Received, reviewed, and accepted with no comments made and no questions asked.

10. Town Hall

- a) To receive an update on matters concerning the Town Hall.

There were no specific updates.

- b) To consider providing and installing bike racks in the Town Hall car park at a cost of up to £250.

Proposed by Cllr N Hussain, seconded by Cllr R King

Resolved: The committee unanimously agreed to install bike racks in the Town Hall car park to encourage staff to cycle to work.

- c) To look at the budgetary position of cost centre 102 Building to March 2023 (month 12).

Resolved: Received, reviewed, and accepted with no comments made and no questions asked.

11. Chamber Hire Terms and Conditions

To agree to add the following section to existing hire terms and conditions for the Town Hall meeting rooms and cemetery chapel hire.

“Should the hirer need to postpone the date of the initial booking, the council will allow a change to be made once to a new date. The new date has to be within three months of the initial date booked. Any further changes or postponement to a new date outside of the three months, the hirer will lose their 50% non-refundable deposit paid, at the time of booking the initial date.”

Proposed by Cllr R King proposed, seconded by Cllr N Hussain

Resolved: The committee unanimously agreed to add the above sentence to the hire agreements for the Town Hall meetings rooms and cemetery chapel,

12. Date of Next Meeting

To note the date of the next meeting for Wednesday 7 June 2023 at 7pm in the Council Chamber.

13. Reserved Item

Cllr R Lloyd proposed, seconded by Cllr W Raja to close the meeting to the public and press.

Resolved: Councillors unanimously agreed that under the Public Bodies (Admissions to Meetings) Act 1960 (section 2) (and as extended by section 100 of the Local Government Act 1972), the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information.

No members of the press or public were present

14. Cemetery Land

To discuss and consider future grave provision and space at Tring Road cemetery.

The Town Clerk gave a confidential update to councillors on current and future grave availability and accommodating the different burial requirements of the diverse communities in Aylesbury.

Councillors discussed building up a fund from cemetery income for future cemetery works.

Proposed by Cllr R Lloyd and seconded by Cllr R King

Resolved: Councillors unanimously agreed to ask full council to discuss this matter at the July meeting.

There being no further business of the Direct Services Committee, the Chairman closed the meeting at 7:43pm

Signed: _____
Chairman

Date: _____