



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 Tuesday 15 March 2022
at 7pm**

Present: Cllr W Raja (Chairman)
Cllr M Azam
Cllr C Hendren
Cllr N Hussain (from 7.10 pm)
Cllr R King
Cllr R Lloyd
Cllr A Morgan
Cllr M Winn

Officers in attendance: Mr K Gray (Town Clerk)
Mrs R Murphy (JPPC Playleader)

No members of the public were in attendance.

1. Apologies

To note and agree apologies
for absence.

Resolved: To receive and accept apologies for absence from
Cllr S Lambert (work commitment).

2. Declarations of Interest & Dispensations Requested

To declare and note any personal or prejudicial interests.

Cllr Lloyd declared an interest in item 5(a) JPPC as he is a school governor for
Turnfurlong school.

No further declarations of Interest were made and no dispensations were requested.

3. Minutes

To receive, accept and sign the draft minutes of 30 November 2021

Resolved: To receive, accept and sign the minutes of 30/11/21 as a true record.

4. Matters Arising

To receive any matters arising from the Minutes.

No matters raised by either the Town Clerk or Councillors.

Cllr N Hussain arrived at this point

5. Jonathan Page Play Centre

To consider and agree the following:

Discussion took place on the management of the Jonathan Page Play Centre and Mrs Murphy gave an update on the centre's current situation post covid, highlighting the work of the centre, staffing and the positive engagement with the children and parents.

Cllr R Lloyd left the council chamber at this point

- a) To cease the after school pick-up service from Turnfurlong Infant and Turnfurlong Junior School from September 2022.

Resolved: To cease the after school pick up from Turnfurlong Infant and Junior School from September 2022.

Cllr R Lloyd returned to the council chamber at this point

- b) To increase the fees for the After School Club from September 2022.

Resolved: Unanimously, that the fees be increased, to the amounts shown below, for the After School Club from September 2022.

After School Club drop off session £9.20

Thomas Hickman (walk-up) to £10.10

Elmhurst £11.20

Buckingham Park £12.50

Fees are per child, per day

- c) To agree to allocate up to five (5) half day session places per day during the school holiday playschemes 2022, for free, to refugee children from the Ukraine.

Resolved: Unanimously, to allocate up to five half day session places per day during the school holiday playschemes 2022, for free, to refugee children from the Ukraine.

Resolved: Unanimously, that the above decision be reviewed and changed if required to support any further requests.

6. Devolved Services & Town Council Maintenance Team

To receive an update on Devolved Services. The Town Clerk will report.

The Town Clerk updated the committee on current work related matters under the Devolved Services Agreement and as the "Cluster Lead" for several local parish councils. Grass cutting will be starting soon and councillors were reminded of the schedules and work programmes and the need to manage people's expectations.

The Town Clerk reported difficulties in the lack of temporary staff and applications for permanent jobs. All local businesses are reporting problems in getting people to apply for local jobs and this is affecting our work. Line management of the cemetery staff has reverted back to the Outside Team Manager and the Deputy Manager will line manage the day to day activities of the grass cutters and burial staff. A vehicle is to be purchased to assist in the work of Devolved Services and to get across town to deal with staffing matters. 4 maintenance staff posts have been advertised - 3 for the outside team and 1 to work in the cemetery team.

Councillors were aware of the difficulties faced by businesses in filling vacancies and welcomed all that the Town Clerk was doing to fill town council vacancies. Devolved Services works were important for the town and appreciation expressed by Members on how the works are managed and the skill set, flexibility and partnership working by the Town Council staff is much appreciated.

Resolved: That the Town Clerk continue to manage the Devolved Services works for the Town Council and the several parish councils, as he is doing under delegated authority.

7. Cemetery

To receive an update on cemetery matters.

The cemetery chapels are now ready to be used after refurbishment. Burial Team to be increased by another team member. Various questions were asked about cemetery and burial procedures and it was agreed that there are some situations, incidents and specific issues more difficult to manage in terms of cultural and behavioural expectations. The Town Clerk expressed the importance of the need for people to directly contact him, the town hall staff and the cemetery officers to obtain the correct information on specific matters relating to either cemetery management, procedures for burials and any general works taking place in the cemetery, otherwise this adds to the difficulties in managing people's expectations.

8. Town Hall

The Town Clerk reminded committee members that the Town Hall tenants were due to leave at the end of March. It is clear that refurbishment works need to be carried out on the upstairs offices such as painting, carpeting and new blinds. The Clerk will see that the works are carried out to enable the communities team to move into the offices as proposed.

Councillors were in agreement that works will need to be done as no works have been carried out for approximately 20 years.

Resolved: Unanimously, that the Town Clerk proceed with required works and payments will be made from the Town Hall maintenance budget.

9. Allotments

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

Resolved: To receive, accept and note the update report on allotment provision across the several allotment sites in the town.

Committee were updated on the replacement fence installed between the Tring Road allotment site and the cemetery at a cost of £2,768.22.

- b) To receive and consider a report documenting toilet provision on allotment sites.

Resolved: To receive, accept and note the briefing paper on toilet provision on allotment sites.

Much discussion took place on the provision, need and management of toilet provision on the allotment sites. The Town Clerk answered various questions on legal provisions under the Allotment Act as well as good practice where able to do so. Providing toilets on allotment sites is not easy and will be difficult to manage as well as the additional costs involved. There was no evidence to show that toilet provision is urgently required. Discussion took place on whether a pilot exercise should take place but after further thought it was decided not to proceed with this.

On being put to the vote with 1 For and 7 Against provision of toilets on allotment sites, it was

Resolved: No toilets to be provided on the allotment sites.

9. Allotment Seed Libraries

To agree the purchase of eight (8) seed libraries at the cost of £1094.12 and for one library to be installed on each allotment site and two on Bedgrove allotments.

Resolved: That the Seed Libraries, as proposed above, be purchased and installed on the allotment sites.

Cllr M Winn left the chamber at this point and did not return.

10. Land Transfer

To consider and approve to take on and maintain the land on the corner of George Street/Temple Street, which is being gifted to the Town Council by its current owner Mrs Howard under the proviso that a memorial plaque is being installed.

It was noted that the Town Council has provided and installed flower containers in this land area as well as cleaning the area on a number of occasions, with permission from the land owner.

Resolved: Unanimously, that the Town Council accept the gift of land, described above, from the current owner Mrs Howard.

Resolved: Unanimously, that a suitable memorial plaque be installed as requested.

Resolved: Unanimously, that the Town Clerk proceed with the acceptance of the land gift and deal with the relevant solicitors and payments required for the land to be transferred to the Town Council.

12. Date of Next Meeting

To note the date of the next meeting for Wednesday 8 June 2022 at 7pm in the Council Chamber.

There being no further business of the Direct Services Committee, the Chairman closed the meeting at 8.55pm

Signed: _____
Chairman

Date: _____