

# Amersham Town Council

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## AMERSHAM TOWN COUNCIL

### MINUTES OF A MEETING OF THE COMMUNITY SERVICES COMMITTEE HELD ON MONDAY 01 JUNE 2015

#### PRESENT:

Councillor A. Seymour (Chair)  
Councillor C Morgan (Deputy Chair)  
Councillor Mrs A. Lamont (Mayor)  
Councillor Mrs D Kenchington  
Councillor Mrs L Staite  
Cllr T Williams

#### IN ATTENDANCE:

Mrs J. Wheeler (Town Clerk)  
Mrs E Richardson (Deputy Town Clerk)  
Cllr H Newton (part meeting)  
Mr N Moore (SRM Network) – for Hervines project discussion

1. **APOLOGIES:** Apologies were received from Councillors M. Vivis (Deputy Mayor), M Flys, Ms C Jones and Mrs L Walsh.
2. **DECLARATIONS OF INTEREST:** There were no declarations.
3. **MINUTES:** It was Proposed – Councillor A Seymour  
Seconded – Councillor A Lamont  
RESOLVED – The minutes of the Community Services Committee meeting held on 30<sup>th</sup> March 2015 be confirmed as a true record and signed by the Chairman.
4. **MATTERS ARISING FROM THE APPROVED MINUTES OF 30 MARCH 2015:**
  - (i) **Redesign of ATC Website:** The Town Clerk reported that progress with the redesign of the ATC website was well underway and that she had been very pleased with the work of the appointed contractor so far on the new design. Much of the ‘framework’ of the website had been completed, and the TC was working on the content. The site is on schedule to be ready for relaunch into the public domain by the beginning of July.

- (ii) Flint Barn Planning Application:** The Town Clerk reported that the additional information required for the planning application for Change of Use of Flint Barn was nearing completion and will be submitted to CDC shortly.
5. **HERVINES PARK PROJECT:** The Needs Consultation Report from SRM Network had been circulated to Councillors prior to the meeting. Councillors discussed key points with Nigel Moore of SRM Network, who was in attendance. The three options suggested in the report for preparation of an architectural brief were considered by councillors. After much discussion, it was agreed that the matter should now be referred to the Finance & General Purposes Committee, with the RECOMMENDATION that a brief be prepared which incorporates all three options, but with a preference for the larger building. It was also suggested that residential units should be included in the project, the rental income from which could contribute towards the ongoing maintenance of the new facility. The extent of the project would ultimately largely be determined by the budget and third party funding available.
6. **APPOINTMENT OF SUB-COMMITTEES:** Membership of sub-committees was agreed as follows:
- (i) Britain in Bloom Sub-Committee** – Councillors A Seymour, D Kenchington and A Lamont
- (ii) Christmas & Carol Service Sub-Committee** – Councillors A Seymour and D Kenchington
- (ii) Heritage Day Sub-Committee** – Councillors A Seymour and provisionally D Kenchington. However, it was agreed that all members of the Community Services Committee would be invited to attend any Heritage Day meetings as they arise.
7. **AMERSHAM IN BLOOM UPDATE:** A report was circulated from Steve Catanach. Highlights include: News that the Memorial Gardens and about 75% of all other summer planting has now been completed, with much of the work being carried out by the Bloom volunteers (with the exception of the Memorial Gardens which has been planted out by ATC depot staff). Commemorative models constructed by 1<sup>st</sup> Chesham Bois Scout Leaders are now in place at the gardens and are proving a popular attraction. Pupils from Stony Dean School and members of the W1 Amersham Angels have also been working hard to support Bloom activities. The Amersham in Bloom launch at St Michael's Square was a huge success, particularly the children's 'garden in a shoebox' and 'vegetable sculptures'. Negotiations are well underway with Bucks CC for tree planting in Weedon Lane and Stanley Hill Avenue. Please see the report for more details.
8. **UPDATE ON REFURBISHMENT OF THE INFANT PLAYGROUND AT KGV**  
The DTC reported that the project is on schedule for completion before the summer holidays, with work starting by ATC depot staff on the removal of the existing playground during week commencing 8<sup>th</sup> June. The project should be completed by early July, with the official opening taking place at the Amersham Fun Day on 5<sup>th</sup> August. Meanwhile additional paperwork has been completed by the Town Clerk to the Awards for All Scheme to progress the grant from the Lottery Fund.
9. **TOWN COUNCIL NAME PLAQUE FOR FLINT BARN COURT:**  
It was reported that further quotes had been received on the stone name plaque to be mounted on the front wall at the driveway entrance to Flint Barn Court. Members

requested that artwork be obtained for the proposed plaque before a decision can be made.

ACTION ER

10. **BARN MEADOW COMMUNITY HALL – PROPOSED INSTALLATION OF ADDITIONAL ADULT TOILET AND STORAGE UNIT:**

The Town Clerk reported that the current provision of adult toilet facilities at the Barn Meadow Community Hall is suitable for the nursery but is inadequate for other users. It was also suggested that an additional storage unit should be provided so that nursery equipment can be stowed whilst the hall is occupied by other users. The Amersham Band has expressed a possible interest in hiring the hall on a regular long term basis but would also require storage space. It was AGREED that quotations should be obtained for the installation of an additional adult toilet and a storage facility.

ACTION ER/MR

11. **MARKET HALL CLOCK TOWER, AND BELL REPAIRS:**

The Town Clerk reported that three quotations had been received via the appointed surveyor on the repairs to the clock tower and external works to Market Hall which had already been circulated to Councillors. It was also noted that Listed Building Consent would be required for the project and it was hoped that this could be undertaken whilst a grant was sought from Heritage Lottery. However, the TC had been informed by Heritage Lottery that the project was unsuitable for a grant. Nonetheless there might be other grant funding available which the TC/DTC will investigate. It was suggested that the tenders provided were insufficiently detailed for a decision to be made on the appointment of a contractor. It was therefore AGREED that full Tender Reports would be requested. It was also recommended that as the separate quotation for repairs to the Market Hall bell did not include the provision of scaffolding, this project would need to be undertaken concurrently with the other clock tower repair works to avoid additional costs. Members also discussed the ongoing question of the feasibility of installing a lift at Market Hall. The Town Clerk suggested that she would speak to members of the Amersham Society who have offered to be involved in further investigating the possibility of the installation of a lift. It was AGREED that an independent Fire Assessment should be undertaken at Market Hall to examine the feasibility of alterations to the western end staircase in order to provide a lift access. Councillors also discussed the proposed project to install a lift at the Dursley Market House in Gloucestershire. The Town Clerk will liaise with the Town Clerk at Dursley Town Council to arrange a possible visit.

ACTION JW/ER

12. **UPDATE ON THE AMERSHAM CARNIVAL:**

A report from Zoe Richardson had been circulated to Councillors prior to the meeting. It was noted that Zoe had been working hard with the Round Table and Amersham Action Group to promote the event, including attending school council meetings and producing leaflets for children's school bags, as well as delivery to residents in both Amersham on the Hill and Amersham Old Town. After a slow start, numbers entering the procession were now increasing, with a variety of local businesses, schools and community groups involved. Considerable progress had been made in arrangements for the 'Amersham on Sea' attraction, with sponsorship being secured for a variety of elements. Councillors were informed that the ATC attraction is the only activity at the carnival which is for non-profit. Although most of the proceeds raised on the day by other organisations taking part would be going to charity, some of

the money will be retained by those organisations. Please see Zoe Richardson's report for further details.

13. **ARRANGEMENTS FOR BENSHEIM TWINNING VISIT:**

The proposed timetable for the forthcoming twinning visit at the end of June was discussed. Although Members were happy with the schedule of activities, the Town Clerk stated that she is still awaiting confirmation from Bensheim on the exact number of delegates and until that is received, final arrangements cannot be confirmed.

ACTION JW

14. **CHILTERN DISTRICT COUNCIL MATTERS:**

It was noted that Cllr Mimi Harker has been appointed as Chairman of Chiltern District Council and Cllr Nigel Shepherd and Vice-Chairman.

15. **BUCKS COUNTY COUNCIL MATTERS:**

**(i) WASTE TRANSFER STATION:**

It was noted that the planning application for the Waste Transfer Station at London Road East was approved by the Bucks CC Planning Committee, subject to the Environment Agency withdrawing its objection to the proposal. The Town Clerk reported that e-mail correspondence has been received from Amersham Action Group regarding the decision which will be circulated to Members.

ACTION ER

16. **MATTERS FOR REPORT:** The Town Clerk reported she had received a request from the Amersham Band for Town Council funding assistance towards the purchase of a building for the band's use. After discussion it was AGREED that the Town Council did not have sufficient reserves to provide any funding, especially as there had been no increase in the precept for more than 5 years. The Town Clerk will convey the views of the Council to the Amersham Band.

ACTION JW

The meeting ended at 9.00pm

Chairman ..... Date .....