



# ASTON CLINTON PARISH COUNCIL

## Minutes of the Council Meeting

held at 6.30pm on 15<sup>th</sup> February 2023 at the  
Parish Council Office, Aston Clinton Park, London Road HP22 5HL

**PRESENT:** Cllr C Read (Chair), Cllr P Birchley, Cllr M Collins, Cllr A Goode, Cllr J Hughes, Cllr M Mason, Cllr D McCall, Cllr L Ronson & Cllr P Wyatt.

**IN ATTENDANCE:** Mrs S Payne (Clerk) & two members of the public (for agenda item 22.96 & 22.103v).

- 22.96 Questions and Comments from the Public.** A member of the public asked when the London Road traffic calming work would commence. Cllr Read reported that Council were awaiting a response from Bucks Council who had been contacted for an update.  
Cllr Read reported that Bucks Council had also been contacted regarding the replacement of the damaged VAS on Tring Hill.
- 22.97 To Receive Apologies for Non-Attendance.** Received from Cllr A Judge & Cllr C Judge.
- 22.98 To Receive Declarations of Interest or Requests for Dispensation.** Cllr Wyatt reported a declaration of interest in agenda item 22.103iii. as a member of his family worked for one of the companies quoting.
- 22.99 To Approve the Minutes of the Council Meeting Held on 18<sup>th</sup> January 2023.**  
The minutes of the meeting held on 18<sup>th</sup> January 2023 were approved as a true and accurate record and were signed by the Chair.
- 22.100 To Review & Update Outstanding Actions**  
Outstanding actions were updated and reviewed. An updated copy of the outstanding actions would be circulated to Council. **ACTION: Clerk**
- 22.101 Council**
- i. Reports from external bodies: Cllr Mason reported on the recent Community Board meeting. Cllr Wyatt reported on recent planning meetings and an Arla meeting.
  - ii. Consider for adoption the draft Health & Safety Policy: This agenda item was deferred to the next Council meeting as the document was not available. **ACTION: Clerk**
  - iii. Review Council's Standing Orders: Council reviewed the Standing Orders. **It was resolved that sections 18c and 18f are updated to take account of changes to the Public Contracts Regulations 2015.** **ACTION: Clerk**
  - iv. Consider purchasing additional defibrillators: Council considered the need to provide additional defibrillators at either end of the village. It was noted that they would need access to a power source. Council agreed that should funding be sourced the installation of additional defibrillators should be arranged. Cllr Wyatt would seek quotes for defibrillators and would contact the Shell Garage on Aylesbury Road to find out if they would allow a defibrillator on their site and would provide access to a source of electricity. The Clerk would seek funding sources. **ACTION: Cllr Wyatt/Clerk**
- 22.102 Finance & Staffing**
- i. Quotes for electricity supply to the car park: it was agreed to defer this item as some quotes were outstanding. **ACTION: Clerk**

- ii. The balance sheet and income and expenditure reports at 31<sup>st</sup> January 2023 were noted. Income was £431,640 and expenditure £344,282.
- iii. Payments totaling £58,335.75 were approved and income of £12,822.75 received in January 2023 was noted.

#### Payments over £500

Date	Company	Description	Net £	Vat £	Total £
08/02/2023	Buckland Landscapes	Canopy raising/leylandii cutting	£ 2,520.00	£ 504.00	£ 3,024.00
07/02/2023	Community Heartbeat	Annual gold support x 2 defibrillators	£ 850.00	£ 170.00	£ 1,020.00
19/01/2023	DTP Services	RKP pump station service	£ 950.00	£ 190.00	£ 1,140.00
25/01/2023	Edgar Taylor Construction	RKP completion payment	£ 45,688.26	£ 9,137.65	£ 54,825.91
27/01/2023	Frank Cooper & Son Ltd	Grounds maintenance	£ 1,442.92	£ 288.58	£ 1,731.50
03/02/2023	Ken Workman	Jan 23 Park Keeper duties	£ 822.00	£ -	£ 822.00
02/02/2023	R.B.Tree Care	Tree work around community orchard	£ 500.00	£ -	£ 500.00
25/01/2023	Wicksteed	Repair to roundabout	£ 1,294.00	£ 258.80	£ 1,552.80

#### 22.103 Facilities

- i. The draft minutes of the 1<sup>st</sup> February 2023 Facilities Committee meeting were noted:
  - a) Tai Chi Qigong Sessions: A request to use the park for weekly sessions had been considered by the Facilities Committee where concerns had been raised that there may be clashes with existing local classes. Cllr Read reported to Council that further investigation had confirmed that this would not be the case. **It was resolved to approve the request to hold weekly Tai Chi Qigong sessions in the park.**
  - ii. Red Kite Pavilion: It was reported that all snags had been dealt with and a Certificate of Making Good and a Final Certificate had been issued. A request had been made for payment of the remaining retention figure. **It was resolved to release the retention figure of £45,688.26 to Edgar Taylor following the completion of all RKP snags and the issue of the Certificate of Making Good and a Final Certificate.** ACTION: Clerk  
 It was noted that the RKP gutters need to be cleared. The Clerk would obtain quotes for consideration by the Facilities Committee. ACTION: Clerk
  - iii. CCTV: Council considered quotes for the monitoring and maintenance of its CCTV system. **It was resolved to accept the quote of £500 from Scorpion Security for the maintenance of the CCTV system and the quote from Crimewave Security Consultancy of £150 per month for CCTV evidence gathering.** ACTION: Clerk  
 It was noted that currently the office accesses the CCTV live feed by connecting via the RKP WiFi network to the CCTV system. **It was resolved that a standalone broadband connection be installed at the RKP for the sole use of the CCTV system.** ACTION: Clerk
  - iv. Playpark basket swing: Council considered two quotes for a basket (birds' nest) swing to replace the damaged one. **It was resolved to accept the quote of £1,890 from Caloo for a bird's nest swing; on the condition that the quote included the chains.** ACTION: Clerk
  - v. David Watson memorial bench: Council considered the proposed design for the memorial bench. The proposal was for a black metal bench with gold lettering and a silhouette of a man bowing his head. It was agreed that a dark green bench would be more in keeping with the location. **It was resolved to approve the bench design with the change of colour from black to green. Mr Watson would co-ordinate installation with the Clerk.** ACTION: Clerk

#### 22.104 Events

- i. Events WG: Cllr Mason reported that the working group had met the previous week to discuss future events and review Santa's Float.

- ii. RKP Official Opening Friday 21 April 2023: There would be short speeches from the Lord Lieutenant of Bucks , Bucks Council Leader and Aston Clinton Parish Chair. The plaque design would be considered at the next Council meeting. **ACTION: Cllr Mason**
- iii. Coronation Event Sunday 7 May 2023: Funding had been sought from The National Lottery Community Fund. An application for funding would be made to the Community Board. **ACTION: Cllr Mason**  
 Cllr Collins would investigate the possibility of a flyby. **ACTION: Cllr Collins**  
 All food concessions had been confirmed.

**22.105 Highways & Streetlights**

- i. London Road Streetlights: The streetlights along London Road had been repaired.
- ii. Traffic Calming: An update had been provided under agenda item 22.96.
- iii. Devolved Services: It was agreed to delay the retendering for the devolved services contract until the end of the current devolved services agreement with Bucks Council at the end of the 2023/24 season. **ACTION: Clerk**

**22.106 Planning Committee**

- i. The Neighbourhood Plan Review would be discussed at the 16<sup>th</sup> February 2023 Planning Committee meeting.
- ii. **It was resolved that Cllr Lesley Ronson be appointed to the Planning Committee.**

The meeting closed at 8.26pm

Signed.....Date .....