

**The minutes of Aston Clinton Parish Council meeting held on
Wednesday 7th August 2019 at the Aston Clinton Parish Meeting Room, London Road,
Aston Clinton, HP22 5HL**

Present

Cllr Tubb (Chairman)
Cllr Read
Cllr Ronson
Cllr Judge
Cllr Mason
Cllr Wyatt
Cllr Howard
Cllr Watton
Cllr Simpson
Cllr Duffield

In attendance

Clerk: E Barry and R Bennett (recording)
3 members of public

19.87 Apologies

There were none.

19.88 Declarations of Interest:

For councillors to declare any personal and/or prejudicial interest in items on the agenda.

There were none.

19.89 To approve the minutes of the Parish Council meeting held on 3 July and Extra Ordinary meeting held on 24th July 2019

PROPOSED by Cllr Simpson SECONDED by Cllr Judge, AGREED and signed by the Chairman.

19.90 Public Participation:

For members of the public to ask questions and raise any issues on items included on the agenda. Public Participation should be for a period of no longer than 15 minutes, each person shall not speak for more than 5 minutes. This section of the meeting is not required by law to be minuted.

A member of the public raised an issue with overgrown bushes and trees from the property at No3 Longcroft. Buckinghamshire County Council had sent out an inspector but it was not in breach of any regulations but residents felt there was a health and safety risk due to people having to walk on the road to go around.

It was discussed that the property was owned by the Vale of Aylesbury Housing Trust and that the parish council would write to them asking to clear the garden. Cllr Simpson also suggested contacting Community Impact Bucks as they had a gardening group who helped those that could not do the gardens themselves.

It was agreed that Cllr Tubb would write to VAHT and give a weeks' notice of the parish

council carrying out works (outside of the property) to make it safe for users of the footpath.

19.91 Council:

i. Reports from external bodies

Cllr Read had been to an open seminar with North West Trains who were gathering feedback on Cheddington, Tring and Berkhamsted stations. Issues were raised such as lack of parking and accessibility.

Cllr Read had also attended a strategic meeting with Arla. Their latest development had been passed but was not unanimous. Cllr Read reminded the committee that the parish council had withdrawn their objection due to Arla lowering the height of the new tower. Cllr Read had also met with an Arla rep to discuss the removal of dead trees and the planting of 40 new trees. There had been discussions with Aral on whether the parish council would contribute to the re-planting and this would be discussed at the next Facilities Meeting.

19.92 Clerk's Report

- *We are happy to announce the successful interviewing and appointment of the Assistant Clerk who will be starting on Monday and working part time – 25 hours a week. Her name is Sue Kenny and she comes to us with a wealth of experience and enthusiasm for supporting the local community.*
- *Thank you Rachel for all your assistance while we were going through the recruitment process, in attending and minuting the many Committee and Parish council meetings.*
- *Meanwhile the Facilities Committee have been very busy addressing the usual wear and tear and maintenance issues that come as a result of a busy time in the park which seems to be getting more and more popular each year. We have also held our first major event of the Summer, play in the park, which was managed very successfully by a number of our parish councillors who volunteered their time on the day and in the run up to the event. Next stop Astonbury on the 17th August, which our Chairman will update you on later in the meeting.*

19.93 Finance and Staff Committee

i. Month-end report June 2019 and budget status

The budget had been discussed at the Finance and Staffing meeting on 5 August. It was agreed that the budget processes needed to be more robust and a working party would be arranged for October.

ii. Risk Register

There were no comments on the risk register. It would be given to the new Assistant Clerk to work on the formatting.

iii. Update on recruitment and current staffing

A new Assistant Clerk had been appointed and would start on Monday 12 August. Cllr Tubb updated the committee that the Park Keeper had handed his notice in. Due to annual leave being taken he would not be working his notice. There was rota in place for members of the parish council to clear bins and lock gates. An advert for the role

was imminent; it would be placed in a number of places including the local shop and through an organization called 'Men in Sheds.'

iv. Any payments to be agreed

All payments were agreed at the Finance and Staffing meeting on 5 August. There were a couple of items raised and discussed:

- The Clerk had repeatedly chased the cleaner of the bowls club toilets for her hours for payment but with no response. She would keep trying.
- The payment to bands for Astonbury would not be completed until after the event.
- The Community Centre invoices had gone through the relevant sign off process.
- The deed of variation at Stratford Close had cost £3500 and it had been agreed that recovery of the amount would not continue. It was also noted that the VAT could not be recovered as the invoice had been made out to the developer and not the parish council.

MOTION: To approve the payment of outstanding invoices PROPOSED Cllr Ronson
SECONDED Cllr Judge and AGREED.

19.94 Planning Committee:

i. Planning Committee report

- The application for Vanderbilt College Road South had been refused by AVDC but an appeal was expected.
- The Community Centre planning application had now been approved.
- The appeal for the Roths had been upheld by the Inspector. The parish council had sought advice as to whether or not they could challenge the Inspectors decision.

19.95 Facilities Committee

i. Reports from the Committee

- Play and park inspections – A number of items were discussed and agreed for urgent works.
- It was discussed that there was a need to start replacing one item per year starting next year to ensure that items were not in a poor condition. It was agreed that it would be taken to the next facilities meeting for further discussion and decision and would be added to the budget. It was also suggested that the use of supermarket tokens be looked into to help fund the project.
- The Bowls Club new lease had been agreed by the Facilities Committee. The lease would be renewed on 1 January 2020 for 25 years. For the first 5 years the rent would be £50 + VAT per year, second 5 years at £100 + VAT per year; following this a rent review would take place.
- Park gate padlock and security – the committee agreed that the lock would stay as it was.
- The committee agreed to the fitting of a projector and related equipment to the ceiling of the Churchill Hall, to be provided and paid for by the Youth Club.
- The Churchill Hall door had been fixed and a screwdriver would be provided to the club to keep it maintained.
- The Cricket Club had allocated most of their \$106 money with approximately £5 still to spend.
- The new bus shelter bench had been ordered – the Clerk agreed to check if it had been

delivered.

- LAF Transport Schemes – a number of traffic schemes had been discussed at the committee and passed to Cllr Mason to complete the application forms. Cllr Mason confirmed that TfB would do an initial assessment and budget calculation. The forms had to be submitted no later than 31 August and needed to include a detailed project description and the parish precept date as TfB would endeavor to get estimates to them before that date.
- Tennis Club – they were progressing with the build of their cabin and were checking with AVDC if they needed planning permission as a letter of confirmation was required by the contractor.
- The maintenance of the Lime Trees had been agreed.
- Football fine – a recent fine had been imposed due to bad language but it had been agreed to suspend unless further incidents occurred.
- It had been agreed that the Colts could have the use of the meadow pitch. It had been agreed on a 3 months trial basis.
- The issue with the property at Wenwell Close had now been resolved.
- The structural survey for Stablebridge Road had been received and it was in a good condition. There had been a suggestion of a speed restriction as currently 40mph but it had been suggested that it would be unlikely cars would be travelling at that speed due to the bridge. The feasibility study for it to be deemed unsuitable for HGV use would continue.
- There would be a working party to discuss footpath restoration in order to understand those areas the parish council was responsible for.
- There would be a Bearbrook triathlon event at the park on 15 September.

ii. Pooling of s106 monies

The Clerk highlighted that there would be a change in policy and that 5 pots only for each project would be removed from September. It was asked if this would be applied retrospectively and Cllr Paternoster agreed to find out.

iii. Caretaker duties

Please see under item 19.93 iii.

iv. Public toilet out of hours

It was agreed for safety issues that the toilets would not be open in the evenings and would be opened and closed the same time as the café.

v. Events:

- Astonbury – due to take place on 17 August. A working party meeting had taken place prior to the parish council meeting and it was confirmed that all arrangements were in place. It was noted that the income exceeded expenses. A list of volunteers would be circulated to members of the committee.
- Santa's Float – the date was agreed as 22rd December. Cllr Ronson agreed to contact Claire Simmons to check she was free on that date.
- Remembrance Sunday – a meeting had been held with the Royal British Legion and it had been noted that the parish council were responsible for a large amount of the set

up. It was agreed in relation to orders of service that these would be printed every here years in order to keep costs down. All parish councilors were invited to attend and volunteers would be needed to help manage the road closures.

- Other events – there were none.

19.96 Community Centre Committee

i. Reports from the Committee. The following update was given:

- Planning permission had now been granted
- The order had been place for temporary accommodation. This was being supplied through one supplier who would also manage all aspects of the build. Delivery of the temporary accommodation would start on 16 September and the Clerk was awaiting the confirmed schedule of works from the officer.
- The specification for the build had gone out to tender on the government portal with a deadline of the end of August. A group along with the QS would review quotes.
- All was still on track to start building works in October.

Cllr Tubb opened the meeting to members of the public again to raise any questions.

A member of the public highlighted that a number of groups used the Churchill Hall so was not always possible to ensure that the door was being used correctly It was agreed the parish council would supply the Youth Club with a star screwdriver to keep the Churchill Hall door maintained and suggested that a sign be put on the door for other users to be aware. Cllr Howard AGREED to check if he had a spare one he could donate.

A member of the public requested that those living at The Chimneys be asked to cut the hedge back on the Aylesbury Road as they had to drive onto the service road to turn right in order to see past the hedge.

It was also mentioned that there had not been much sight of the parking attendant that had been promised. Cllr Mason agreed to pick this up with Mr S Garwood at BCC and Cllr Ronson shared the number for the Parking Enforcement team at BCC that members of the public could use to report problem parking; Parking Enforcement team 03432085544.

19.97 Date of next meeting

Wednesday 4 September

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