

Minutes of the Meeting of Aston Clinton Parish Council - held on Wednesday 5th December 2018 at 7.00pm at Aston Clinton Parish Meeting Room

Present:

Councillors: -

L Tubb - Chairman

R Stewart

S Howard

P Wyatt

C Read

L Ronson

C Judge

C Simpson

Cllr C Paternoster (AVDC) Cllr B Chapple (AVDC/Bucks CC)

Clerks: G Merry (recording) & E Barry 5 Members of the public

18.122 Apologies:

Apologies were received and accepted from Cllr Mason

18.123 Declarations of Interest:

Cllr Howard declared an interest re. item 18.128 iii and 18.130 iii. Cllr Ronson declared an interest re. item 18.028 iii.

18.124 To Approve the Minutes of the Parish Council Meeting held on 7th November 2018

The minutes were PROPOSED by Cllr Ronson, SECONDED by Cllr Howard, AGREED and SIGNED.

18.125 Public Participation.

i. Cllr Paternoster apologised for conflicting information given to the clerk by AVDC officers re. dog fouling and enforcement powers.

ii. Cllr Paternoster advised that a statement had been released regarding the new unitary authority and the clerk stated this had just been received and would be circulated.

iii. All present were invited to the Tuesday Lunch Club's Christmas lunch on 11/12/18

iv. It was reported that the handle on the door to the Churchill Hall had failed and the Projects/Planning Clerk offered to look into possible solutions. In the first instance, the new caretaker would be asked to look at this.

v. It was reported that UKPN had attended the faulty streetlight in Brook Street, but the police had also attended, as there was thought to be an illegal tapping of supply from this column.

18.126 Council

i. Vacancy:

New councillor Coral Simpson was co-opted onto the council. Declaration papers were signed and handed to the clerk.

MOTION: to co-opt Coral Simpson onto the council PROPOSED by Cllr Howard
SECONDED by Cllr Stewart and AGREED.

Cllr Tubb announced that Cllr Eggesfield had resigned due to ill health and so there was now a vacancy. Park caretaker Mr McGoldrick had retired, and his replacement, Mr Rose had started in post.

ii. Reports from External Bodies: -

Aylesbury Garden Town: Cllr Wyatt reported from this AVDC-held event where plans were presented for a healthier, more sustainable town, with greater use of the canal and more festivals. However, all presenters had been from outside of Aylesbury. Concern had been expressed that the planned Link Road, instead of easing the flow of traffic around the town would perhaps form a barrier.

Parish Liaison: Cllr Wyatt reported from the BucksALC Parish Liaison meeting where TfB had discussed winter gritting. There is a new gritting fleet. However Bucks CC's budget is generally under pressure and savings of £30m must be made by 2020. Priorities are currently under review for the new unitary authority.

Local Area Forum: Cllr Wyatt reported from the LAF. TfB had presented their winter priorities for the area, concentrating on B and C roads, cat's eyes etc. The trigger speed for the VAS camera on Tring Hill is to be lowered. Management companies for new housing developments may in the future be asked to manage their own dog bins. Thames Valley Police gave a presentation that although generally ASB had gone down in the area, they are aware of incidents in Weston Turville and in Aston Clinton Park.

18.127 Clerk's Report:

Cllrs were reminded to answer emails promptly. In particular, details for a form to send to the Bank, emailed on 27th November and not yet returned from everybody. Cllrs were also asked for the dates of when they attended councillor induction course, so records can be updated.

Investigations had been undertaken as to what can be done re. dog fouling and Carole Paternoster has also been helpful in encouraging AVDC officers into being pro-active. The info from AVDC's Licensing Manager is as follows: -

- 1. There is a dog warden and AC has now been designated a 'Hotspot'. This means the dog warden will visit more often. He/she has visited already (once) but did not witness any fouling.*
- 2. There will be further visits, but resources are allocated according to need and for this, there must be evidence. Everyone MUST upload reports and complaints to AVDC via the reporting portal on the website. The more reports, the more resources will be allocated.*
- 3. The dog warden can enforce fixed penalty notices, but the parish council can't. They do have powers within the Park and they have been asked them to visit here, as well as the village in general. If there are enough complaints, they can arrange to visit at night, under certain conditions.*

4. *If evidence is presented (photos, videos, addresses, names) they can write to the person in the first instance, once they can be identified. If there is video evidence, the person can be issued an FPN.*

There is little the PC can do but there is much AVDC can do, with the right information and evidence. This will be discussed at the January Facilities agenda re. an awareness campaign, leafletting, flyers on cars, signage etc.

Cllrs were reminded to come and support the Santa float on 16/12/18 and were wished a very restful Christmas.

Cllr Wyatt advised that a local business is willing to donate plastic bags to be given out free to dog walkers and it was agreed the café may be a good location for these. Cllr Tubb stated that other parish councils had been contacted with sharing a dog warden in mind, but no interest had been forthcoming.

18.128: Finance and Staff Committee:

i. Month-End Accounts:

Cllr Tubb talked through the accounts for November which had been circulated by the clerk. These showed a total income for the year to-date as £273,490 (125% of budget). Total expenditure was £173,070 (79% of budget). There were no queries.

ii. Payments to be Agreed:

The clerk had circulated the list of invoices for November, as below. The Finance and Staffing Committee had recommended all for payment, and a donation of £75 had been agreed to the RBL, to include the cost of the wreath.

Date	Company	For	Amount £	Vat £	Total £
05/11/2018	Streetmaster	Bin inserts x 9	£ 491.00	£ 98.20	£ 589.20
	Hayward	Design development			
	Smart	stage @ 1.25% of	£	£	
06/11/2018	Architects	contract value	£ 20,000.00	£ 4,000.00	£ 24,000.00
09/11/2018	HAGS SMP	Repairs to Play Park	£ 2,274.50	£ 454.90	£ 2,729.40
11/11/2018	RBL	Wreath	£ 25.00	-	£ 25.00
	Café in the	cleaning share Sept-	£	£	
12/11/2018	Park	Nov	£ 315.00	-	£ 315.00
12/11/2018	R B Tree Care	9 x trees as per report	£ 3,700.00	-	£ 3,700.00
13/11/2018	Entertec	PA for Remembrance	£ 400.00	£ 80.00	£ 480.00
16/11/2018	Npower	October - 2 x MPANS	£ 690.18	£ 138.04	£ 828.22

		Clearance of ACL15				
	Buckland	(Chivery) Quote	£	£		
22/11/2018	Landscapes	5375CC	140.00	28.00	£	168.00
	E Sharp	Removal damaged	£	£		
24/11/2018	Electrical	column Long Plough	55.00	11.00	£	66.00
	E Sharp	Rothschild, Rosebery,	£	£		
27/11/2018	Electrical	Longcroft	213.11	42.62	£	255.73
			£	£		
30/11/2018	SLCC	subs - 2 x clerks	467.00	-	£	467.00
	Eamonn	Nov Bins and toilet	£	£		
30/11/2018	McGoldrick	cleans	222.00	-	£	222.00
	Frank		£	£		
30/11/2018	Coopers	Annual contract	952.08	190.42	£	1,142.50
		Office and Bowls Club	£	£		
30/11/2018	G McEnery	cleaning- Nov	80.00	-	£	80.00

MOTION: to agree to pay all invoices as above, PROPOSED by Cllr Stewart SECONDED by Cllr Ronson and AGREED.

iii. Budget 2019-20:

The clerk had drawn-up and circulated the proposed budget, according to priorities agreed by each committee. This had been checked and recommended by the Finance and Staffing committee. Cllr Tubb explained that the Premises: Repairs, Drains and Health & Safety budget had been amalgamated with the Grounds Maintenance budget and sub-divided into: Grounds Maintenance Annual, Grounds Maintenance Footpaths and Ad Hoc, Repairs and Maintenance. The Community Centre budget was now separate, and the Play Community and Events budget was for Astonbury, Play in the Park, Remembrance Day etc. Increased salaries had been allowed-for and would be assessed by the F&S committee before April. Cllr Tubb talked through the Astonbury budget as recommended by the Facilities Committee and this was approved. The Facilities Committee were also recommending changes to fees and permit charges. The parish council is now registered for VAT and must start charging VAT to the Cafe and the 2 football clubs. Apart from the VAT there would be no further increases. VAT was not chargeable on allotments, burials and peppercorn rents. It was agreed that the office rental charged to the local British Legion would be waived and replaced with an annual token rent of £20/year. It was agreed that allotment rents, which have not been increased for 4 years, would be increased to £20/year. Fitness Division sessions had increased both frequency and participants, and it was agreed to charge by the session rather than by the month, at £10 per session. The clerk asked if there were any queries with the budget, as this was the opportunity for councillors to adjust proposed income or expenditure. She also advised the total budget of £275,143 was funded by projected income of £37,080 plus a precept of £238,013. In agreeing to the budget total, council would also be agreeing to this precept.

MOTION: to approve the new permit/rent prices, as recommended by the Facilities Committee, PROPOSED by Cllr Read SECONDED by Cllr Stewart and AGREED

MOTION: to agree the budget as recommended by the Finance and Staffing Committee PROPOSED by Cllr Ronson SECONDED by Cllr Stewart and AGREED.

iv. Precept 2019-20:

The precept of £238,013 was discussed. The clerk advised that the tax base had increased by 4.3% this year to 1896 households but had increased by 6.6% last year making an increase of around 11% over 2 years. The precept last year had been increased by 3%. Although this year's increase was significant. It was necessary, to fund council's plans for the new community centre, the opening up of public footpaths in the village, events etc, as well as increased costs and salaries. Although this represented an approx. 25% increase, the effect on the average band D household would be an increase from £8.76 per month to approx. £10.46 per month. Cllr Read stated this increase was necessary to meet the needs of this growing village. It was agreed that this was a small increase and would enable the council to do significantly more with the money. The clerk advised that once agreed and advised to AVDC, the precept could not be changed.

MOTION: to agree to a precept demand of £238,013 PROPOSED by Cllr Read SECONDED by Cllr Stewart and AGREED.

18.129 Planning Committee:

Cllr Wyatt reported from the last planning meeting as follows (full minutes on website www.astonclinton.org): -

Review and Recommendations of Planning Applications: Small Scale: -

- Application for extension at 18/03562/APP - 148 London Road – the Planning/Projects clerk declared an interest in this application and left while this was discussed. Cllr Tubb took notes and it was resolved to **not object**.

Review and Recommendations of Planning Applications: Large Scale: -

- 17/03538/ADP - Land South of Aylesbury Road - AMENDED PLANS: **Approval** of reserved matters pursuant to outline permission 15/03786/AOP
- 17/04157/AOP - Land on West Side of College Road North - Outline application (for layout, scale, landscaping and access) originally objected - Committee's **objection** still stands.
- 18/03824/APP - Land South of Aylesbury Road - Use of land for the stationing of caravans and erection of a day room for residential purposes. **Objected**.
- 18/03986/APP - Masons Meadow Aylesbury Road - Replacement of a B8 storage and distribution building with a B1(a) office building (Retrospective). **No objection**

18.130 Facilities Committee:

Cllr Read updated from the last committee meeting (minutes on website www.astonclinton.org/committees):

i. Devolved services:

Cllr Tubb reported that the council had been offered a chance to be part of a pilot scheme for extending devolved services to the parish councils. This would involve more money to enable PCs to carry out small pot hole and pavement repairs etc. Although the council had resolved to go onto the scheme, the application was too late and was unsuccessful. The maximum had been only 7 PCs .

ii. Berks, Bucks and Oxon Wildlife Trust Request:

BBOWT have for many years had a permit to maintain the 'Ragpits' area in the woods and the lease is now due to expire. They had requested an extension, as this allows them to apply to Natural England for funding for maintenance costs. It was discussed and agreed to extend the lease.

MOTION: to agree to extend the lease granted to the BBOWT for the 'Ragpits'
PROPOSED by Cllr Ronson **SECONDED** by Cllr Simmons and **AGREED**.

iii. Events:

Santa Float: Cllr Ronson asked for help on 15/12/18 at 91B The Chestnuts, Aylesbury Road, where the float is being decorated. Cllr Tubb asked for help with the float on 16/12/18 from 2.30-8.30pm and advised there would be a meeting on 10/12/18 with the cub, scout and guide group leaders. Cllr Stewart stated that she felt the PC should have a documented Risk Assessment for the event and to state how risks will be mitigated. Cllr Tubb stated the groups helping will all do their own R.As. Cllr Ronson stated that a significant risk was the children walking with the float on the main road, but this would not happen this year, as one shift would leave at the Park at the resting stop, and the next group would meet the float at Weston Road. Cllr Tubb stated the meeting on 10/12/18 would be minuted and that would constitute a 'light-touch' R.A. She stated that the PC is only the co-ordinator of the event but does not insure all participants who each have their own insurance. Cllr Ronson stated councillors would walk kerb side and help keep resident's children away from the lorry in residential areas.

Football Club Request: The football club had requested permission to hold a games night, with licensed bar, in the Churchill Hall on 15/12/18. It was discussed and agreed to allow the bar for this event.

MOTION: to agree the football club request to hold a Games Evening with bar on 15/12/18 **PROPOSED** by Cllr Ronson **SECONDED** by Cllr Stewart and **AGREED**.

18.131 Community Centre Committee

i. Update:

The fortnightly working party meetings were continuing, along with a monthly committee meeting. The written pre-app advice from AVDC was still awaited, without which the planning application could not yet be submitted. Cllr Paternoster offered to chase up the planning officer concerned, as it had been one-month since Cllrs had met with him. Cllr Ronson asked Cllr Paternoster whether a discount might be applied, since the advice was now so late, and Cllr Paternoster offered to ask. Cllr Tubb reported that the plans had been slightly amended to include more storage

space for the football club and a slightly larger balcony. There was a very small increase in the footprint and Cllr Read stated the cost of this could most likely be recouped elsewhere. The committee had met with the football club, as well as with the Landscape Consultant. The committee is working with AVDC on a plan for phased release of S106 monies that are available. She also read as follows from the NHB funding agreement: -

This project received a grant from Aylesbury Vale District Council's New Homes Bonus Funding Scheme. If you would like more information about the grants available, please call the grants officer Jan Roffe, on 01296 585186 or email [Link to email Jan Roffe grants officer](#).

ii. Quantity Surveyor – phase 2:

The committee recommended the QS that has been used from the start. Cllr Read explained in some detail what a QS does and that moving on to the tendering phase, their work will be crucial in detailing all materials etc required. He explained that 3 quotes were assessed by the Committee and the contractor also happened to be the least expensive. Details as follows: -

PRE-CONTRACT STAGE – QUANTITY SURVEYING

In the sum of £3,950.00 (excluding VAT)

Should it be necessary to carry out a schedule of reductions to maintain costs within spending limits when tenders have been received this would be time charged at the rate of £85.00 per hour (excluding VAT)

POST CONTRACT STAGE – QUANTITY SURVEYING

Construction phase

Anticipated at £10,800.00 excluding VAT based on up to a 12 month build contract Fees for preparation and collation of financial documents for submission to funding bodies to be advised when scope understood. Contractual claims; exceptional delays; VAT; extended insurance negotiations; preparation of collateral warranties; preparation and negotiation of individual subcontracts – to be agreed separately on a time charge basis at £85.00 per hour excluding VAT, or an agreed fee.

MOTION: to approve Quantity Surveyor no 1, PROPOSED by Cllr Read, SECONDED by Cllr Tubb and AGREED.

iii. Legal Work for Deed of Transfer – Stratford Close:

Cllr Tubb explained that the Deed of Transfer is in progress, to transfer the S106 agreement for Stratford Close out of the Community Centre allocations, so that a larger sum could be allocated in. She is checking it and will report back. Cllr Read added that although the legal work is costly at £1000 to the lawyers and £1500 to AVDC, there is a significantly larger amount to be gained by the transfer.

MOTION: to agree the Community Centre committee's recommendation to payment of a further sum of £1500 in addition to the £1000 to the developer's lawyers, PROPOSED by Cllr Howard SECONDED by Cllr Stewart and AGREED.

Cllr Tubb allowed for further public participation:

- I. A member of the public offered to help with Santa's float on the night and was thanked.
- II. It was enquired whether the 'Day Room' was still included in planning application 18/03824/APP and Cllr Tubb confirmed that it was.
- III. Re. dog fouling it was suggested the council install more signs and Cllr Tubb confirmed that this is in-hand.

18.132 Date of next meeting:

Wednesday 9th January 2019 at 7.00pm.

Signed

Date