

Minutes of the Meeting of Aston Clinton Parish Council - held on Wednesday
7th March 2018 at 7.30pm
at Aston Clinton Parish Meeting Room

Present:

Councillors: -

L Tubb - Chairman

C Read

M Mason

R Stewart

S Howard

J Eggesfield

L Ronson

C Judge

P Wyatt

M Collins (AVDC), C Paternoster (AVDC), B Chapple (AVDC/BCC)

Clerks: G Merry (Recording), E Barry

4 Members of the public

18.023 Apologies:

Apologies were received from Cllr Hughes, who arrived after the start.

18.024 Declarations of Interest:

There were no declarations

18.025 To Approve the Minutes of the Parish Council Meeting held on 7th February 2018.

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

18.026 Public Participation

- i A member of the public stated that within the consultation process for the VALP, 2 developers were challenging the housing allocation figure for Aston Clinton. He suggested this was an attempt to halt the VALP in order to push-through their own applications. The parish council was advised to start preparing evidence to counter this. Cllr Tubb responded that the NHP will have weight against this challenge and that the parish council will also consult on the VALP. Cllr Paternoster responded that developers are bound to challenge the VALP and AVDC have engaged a planning barrister. She stressed that the Aston Clinton NHP will form the village's planning policy regardless of whether the VALP is successful. She stressed that AVDC's figures are sound and are backed by evidence.
- ii It was announced that the Tuesday lunch club would be hosting a celebration lunch on 3/4/18 at £5 a head, for the appointment of Rev. Sally Bottomer. All were invited and asked to book.

18.027 Council

- i **Website:** Cllr Tubb explained that although the working party were circulating 4 proposals, 2 were not recommended as either the references had been poor, or the in the case of the free one, would entail too much work for the clerks. Of the remaining 2, there was disagreement among the group between the bespoke model (supplier 1) and the less expensive template-based option (supplier 2), although the clerks did not have a preference. The matter was discussed and the template model with paid-for bespoke elements was agreed.
MOTION to agree to engage supplier No. 2 PROPOSED by Cllr Mason, SECONDED by Cllr Stewart and AGREED.
- ii **General Data Protection Regulation Draft Policy:** Cllr Tubb outlined the need for a new policy in the light of GDPR legislation coming in May and a draft policy had been circulated. Cllr Tubb offered to take on the role of Data Protection Officer. A data audit will be needed, entailing

some time set aside for Cllr Tubb to work with the clerks and anyone else who wished to be involved. The clerks were also attending training on this.

iii **Vacancy:** 2 applications had been received and the council's recruitment process would now be followed.

iv **Links to external Organisations:**

LAF: Councillor Wyatt reported from the Local Area Forum, as follows: -

- The 'Speedwatch' system had been discussed, to help counteract speeding, with other villages possibly sharing the cost of the equipment.
- Mud on the roads caused by developers was discussed and it was agreed that members of the planning committee would monitor their designated sites.
- Traveller issues in Weston Turville were discussed.
- Transport for Bucks gave an update on gullies and pot-holes.
- RAF Halton advised there was no update on the future of the site, but a stakeholders meeting was scheduled for 23/3/18 with the parish council supposed to be invited.
- TVP discussed their current priorities
- AVDC had updated on the VALP which was submitted on 28/2/18.

Cllr Chapple advised residents to call 999 if they witnessed any 'boy racing' etc. TfB were waiting for the current bout of bad weather to come to an end before fixing pot-holes. It was agreed that 'Speedwatch' would go on the next council agenda.

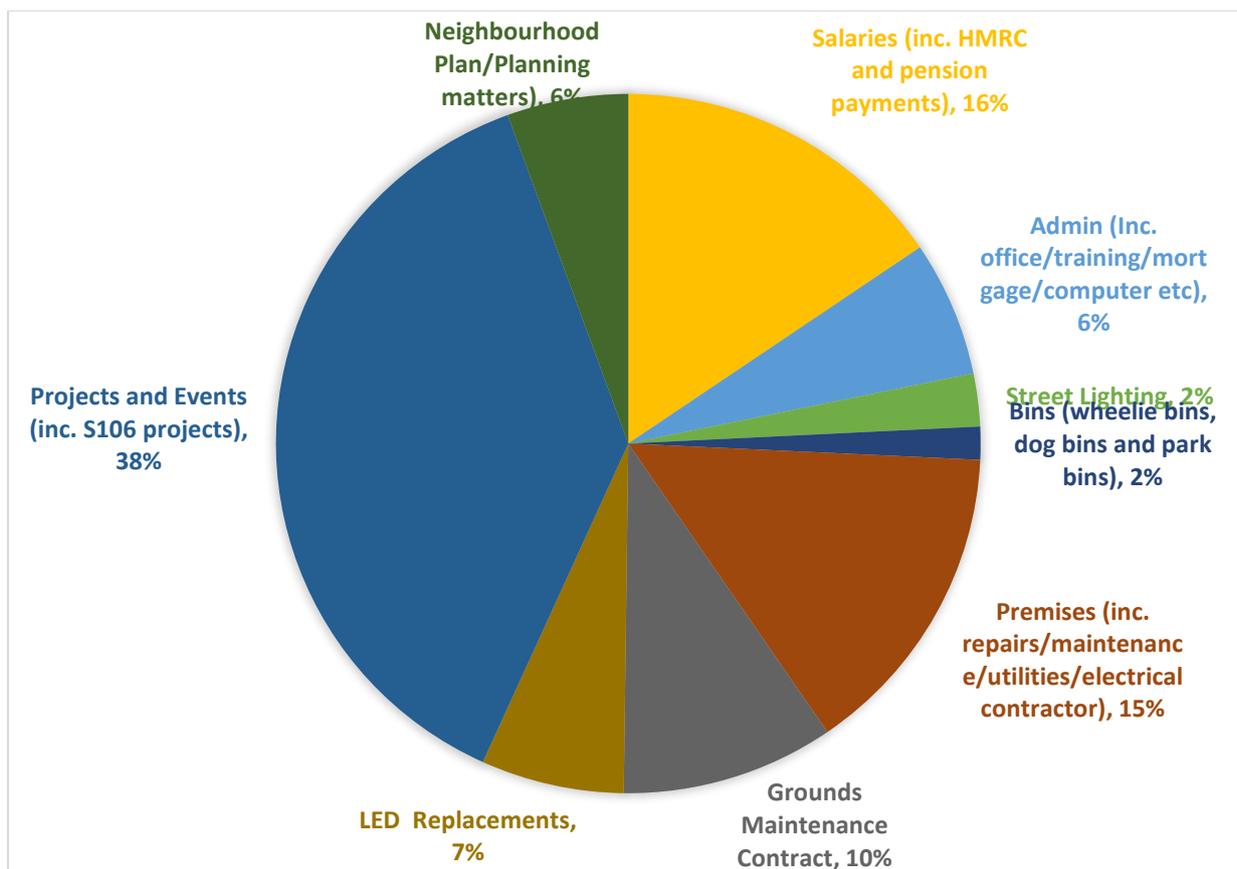
Police Liaison: Cllr Ronson reported from the recent Police Liaison forum which had only been open to parish councillors and clerks. The following were discussed: travellers in Weston Turville, trespass in Aston Clinton Park and the Capable Guardian Options. The latter was discussed further, and Cllr Ronson circulated information on the options, as well as some costings. It was felt that the costs would be prohibitive, and the cheaper Community Support Officer may be more viable, although would still incur employment costs. It was agreed to put the matter on a future agenda and Cllr Ronson agreed to work on some costings.

AVDC Parishes Conference: The clerk - Projects and Planning reported as follows: There was now a dedicated parish Liaison officer at AVDC. Planning enforcement was discussed with currently 430 cases outstanding in Aylesbury Vale. The revision of the Planning Portal and an update on the VALP were discussed, as well as AVDC's increasing use of digital systems. The next Parish council elections will be on 2/5/19.

18.028 Clerk's Report

After a slight interruption caused by last week's snow, projects are back on track in the Park. The ground mats have been reinstated, as identified in the inspection report; the beach bridge should be finished this week and the Trim Trail repairs were started today. The new café doors have been installed and 4 new oak trees planted in the park. That concludes projects for this financial year and the driveway remodelling is being planned, for after Easter, as well as play events for the summer and Astonbury.

The chart below shows expenditure up to the end of February. It shows that less than a 1/4 of council's overall expenditure went on salary costs and admin – often a criticism aimed at local government. More than ¾ of council work is going on services that benefit the village. There is now a period of financial reporting with year-end coming up. All parish councils have new external auditors from this year – PDF Littlejohn. It is not yet known what differences this may bring. The Annual meeting of the parish council is in May, where procedures and policies are reviewed, and also the annual parish meeting. Cllrs can suggest ideas for local groups to invite.



18.029 Finance and Staff Committee: Cllr Hughes reported from the Finance and Staff Committee:

- i **Month-End Accounts:** The folder of paid invoices for February, had been reconciled with the bank statement by Cllr Stewart. The Clerk presented the month-end accounts for February. These showed a total income for the year to-date as £380,598 (180% of budget). However, this included S106 money refunded on invoices not yet paid. Total expenditure was £222,303 (97% of budget).
- ii **Budget Status:** Cllr Hughes clarified that the Grounds Maintenance budget had been overestimated due to the inclusion of VAT and advised that approx. £8000 should be disregarded, as it was VAT and would be refunded. The clerk presented a budget forecast document to year-end projecting an approx. £33,861 surplus in addition to £22,461 income over-budget. The budget projection was as expected since the £45,000 for the community centre planning application had not been spent.
- iii **Payments to be agreed:** the clerk circulated the list of payments to be agreed (below) and reported that Npower had sent a second set of bills, stating that the supply was from 2 MPANS. This did not double the invoicing though because credit notes had been received against the first set of bills (already paid), and lower bills received. The clerk was investigating the matter via Bucks County Council (the bulk buying agency) and the Finance & Staff committee were recommending non-payment for now. It was also agreed not to settle the balance to ETC Sports yet, as snagging issues for the new STP had not yet been addressed.

Outstanding Invoices to February 28th 2018					
Date	Company	For	Amount £	Vat £	Total £
18/12/2017	ETC Sports Ltd	BALANCE - STP	£ 21,931.20	£ 4,386.24	£ 26,317.44
02/02/2018	E Sharp Electrical	Youth Club - flickering lights	£ 48.60	£ 9.72	£ 58.32
05/02/2018	Buckland Landscapes	Jan Site Maintenance	£ 2,237.50	£ 447.50	£ 2,685.00
08/02/2018	T Clubb	Car Park Surfacing	£ 73,297.00	£ 14,659.40	£ 87,956.40
14/02/2018	Npower	Street Lighting - June 17-January 18 - extra MPAN (less credit of £3596.22 already paid)	£ 5,024.22	£ 865.32	£ 5,889.54
				Owing	£ 2,293.32
17/02/2018	HA Phipps	Church/cricket club fence repair	£ 180.00	£ -	£ 180.00
19/02/2018	Your Café in the Park	January cleaning	£ 135.00	£ -	£ 135.00
20/02/2018	Buckland Landscapes	Concrete Base - churchyard	£ 235.00	£ 47.00	£ 282.00
22/02/2018	Mayfords Surveyors	Building Survey - Café/Club building	£ 1,300.00	£ 260.00	£ 1,560.00
23/02/2018	Hags-SMP	Play Mat installation	£ 600.00	£ 120.00	£ 720.00
23/02/2018	Sign Wizzard	STP signs	£ 35.36	£ 7.07	£ 42.43
28/02/2018	Your Café in the Park	Feb Cleaning 29/1/18-4/3/18	£ 175.00	£ -	£ 175.00
28/02/2018	E McGoldrick	Bins and toilet cleans	£ 180.00		£ 180.00
DDs - For Info					
05/02/2018	British Gas	Top Car Park	£ 52.88	£ -	£ 52.88
05/02/2018	British Gas	Monthly DD PC/YC	£ 98.00		£ 98.00

MOTION: to recommend the list of payments to full council PROPOSED by Cllr Ronson SECONDED by Cllr Judge and AGREED, with provisos as above.

iv. Staffing Update: It had previously been discussed that the Clerk – Projects and Planning could increase her hours to 25/week. This was now formally agreed.

MOTION: to agree to the Clerk – Projects and Planning increasing her hours to 25/week PROPOSED by Cllr Eggesfield SECONDED by Cllr Mason and AGREED.

18.030 Planning Committee: Cllr Read reported from the last planning meeting as follows: -

a. Small-Scale Applications: -

18/00152/AOP Land Off Stablebridge Road - Erection of 5 new dwellings with new access from Stablebridge Road. **RESOLVED:** OBJECTED

18/00260/ATN Aylesbury Rugby Football Club Weston Road - Installation of a base station.

RESOLVED: IN SUPPORT.

17/02037/APP 19 Lower Icknield Way First floor balcony to rear (AMENDED PLANS).

RESOLVED: OBJECTED

b. Large-Scale Applications: -

17/04819/AOP Westonmead Farm Aston Clinton Road Weston Turville, HP22 5AB - "Outline application with all matters reserved except for principle means of vehicular access, for up to 177 dwellings, public open space, play area, vehicular access off Aston Clinton Road and associated infrastructure." **RESOLVED:** OBJECTED

NHP: The Planning & Projects Clerk reported that a copy of the letter containing the examiner's questions was available to view on both the Neighbourhood Plan and Local Planning Authorities websites.

18.031 Facilities Committee:

- i **S106 Money – 13/02508/AOP - £16,985 – balance (Chapel Drive) and 17/03706/APP £33,000 (China Water):** The Facilities Committee had recommended developing the area from Stablebridge down to the canal, into a small leisure and walking area. This would include renovations to the footpath leading down, to make it safe and accessible, as well as landscaping and interpretation boards highlighting the reclamation work on the Wendover Arm. A secondary recommendation was for new car park lighting. AVDC’s S106 officer had indicated that neither project fitted their criteria. However, it was agreed to recommend these projects anyway and this was broadly supported by the AVDC Cllrs present. A meeting was due to be held with the AVDC officer on 8/3/18.
MOTION: to agree to the committee’s recommendation for this S106, as above, PROPOSED by Cllr Read SECONDED by Cllr Ronson and AGREED.

- ii **Annual Grounds Maintenance Contract:** The tendering process was now complete, and the Facilities Committee presented a summary of the final 3 applicants with their recommendation. The recommended contractor had come in at a significantly lower price and as a result, the committee had interviewed them and explored references thoroughly.
MOTION to agree the Facilities Committee’s recommendation of contractor 1 to be awarded the Grounds Maintenance contract, PROPOSED by Cllr Mason SECONDED by Cllr Howard and AGREED.

- iii **Dog Walkers in the Churchyard:** The Facilities committee were recommending a policy that dogs must be kept on leads in the churchyard as an attempt to address fouling, and this was agreed
MOTION: to agree the policy of dogs on leads in the churchyard to be implemented PROPOSED by Cllr Stewart SECONDED by Cllr Ronson and AGREED

- iv **Park View:** Cllr Tubb had drawn up a draft agreement between the council and the Park View owners. This had been considered by the Facilities Committee who had recommended 2 small amendments. Cllr Tubb agreed to revise the agreement and present it to the one of the owners representing the group, in an initial meeting. A majority agreement for any maintenance work was built into the agreement which proposed a 50/50 split of any costs. The agreement would need to be registered against the individual owner’s title deeds, once agreed.
MOTION: to agree the wording of the proposed agreement to be presented to the Park View owners, with agreed amendments PROPOSED by Cllr Howard SECONDED by Cllr Judge and AGREED.

18.32 Community Centre Committee: Cllr Tubb reported that the building survey was complete, and the report awaited. This would help inform decisions about the revised design, as would any agreement on the football clubs plans. The New Homes Bonus award was ring-fenced with an invitation to apply for further funding and the Committee would be discussing borrowing to make up the shortfall.

Public Participation:
It was suggested the new GDPR legislation could be onerous. Cllr Tubb advised against over-reaction. She understood the legislation and would advise council accordingly.

18.033 Date of next meeting: Wednesday April 4th at 7.30pm

Signed Date