# **ASTON CLINTON PARISH COUNCIL**

#### 

You are hereby summoned to attend a Meeting of the Parish Council Meeting to be held on Wednesday 15<sup>th</sup> September 2021 at 6.30pm in the Parish Office, Aston Clinton Park, London Road, Aston Clinton HP22 5HL

Mrs S Payne, Clerk to ACPC 10<sup>th</sup> Sept 2021

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND AND ARE ASKED TO OBSERVE ALL COVID MEASURES THAT ARE IN PLACE.

# **AGENDA**

### 21.114 To Receive Declarations of Interest or Requests for Dispensation

To Receive Declarations of Interest or Dispensations Relating to this Meeting. In accordance with Sections 30-33 of the Localism Act 2011 and CBPC's Code of Conduct, councillors are requested to disclose personal and prejudicial interests on matters to be considered at the meeting.

## 21.115 To Receive & Approve the Minutes of the 18th August 2021 Parish Council Meeting

#### 21.116 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. Points raised but not on the agenda will not be addressed at this meeting, nor start a debate on the question. The Chairman may direct that a written or oral response is given, or that the item is added to a future agenda as appropriate.

#### 21.117 **Council**

- (i) Reports from External Bodies
- (ii) Community Speedwatch Update
- (iii) Community Board Update

# 21.118 To Note and Adopt the Published Code of Conduct from Buckinghamshire Council MOTION: Aston Clinton Parish Council adopt Buckinghamshire Council's Code of Conduct.

#### 21.119 To Receive and Note the Clerk's Report

#### 21.120 Finance and Staff Committee

- (i) To receive a report from the committee
- (ii) To note the current month end budgets & reconciliations
- (iii) To note the completion of the 2020/21 Annual Governance & Accountability Return and external auditors report.
- (iv) To note and consider the recommendations of the Finance & Staff Committee
  - (a) **MOTION**: To add Cllr Mason as a bank signatory with online access and allow Mrs S Payne Clerk/RFO online access.
  - (b) **MOTION:** To change from monthly to quarterly VAT Returns to coincide with financial year end.

In accordance with the Openness of Local Government Bodies Regulations Act 2014 all non-confidential supporting documentation is available from the Council office or can be emailed to you.

- (c) **MOTION:** To allocate £3,535.00 (net of VAT) in relation to Buckland Landscape invoice 41526 dated 14/7/21, to the New Community Centre earmarked reserves budget.
- (d) **MOTION:** To process Mr K Workman invoices in the same way and timeline as payroll payments.
- (e) **MOTION:** To approve the quote to purchase a computer screen for the Clerk.
- (v) To note payments for approvalMOTION: To approve payment of invoices as presented.

## 21.121 Planning Committee

(i) To receive a report from the committee

#### 21.122 Facilities Committee

- (i) To receive a report from the committee
- (ii) Playpark Equipment
  - (a) MOTION: To consider replacing the existing small playpark containing a swing and small slide with three new pieces of equipment and a base of rubber matting.
- (iii) Churchyard Headstone Update
- (iv) Astonbury Report

#### 21.123 Community Centre Committee

(i) To receive a report from the committee

#### 21.124 Date of Next Meeting

Resolved that under Section 1 of the Public Bodies (Admissions to meetings) Act 1960, the public be excluded from the meeting for the following items of business on the grounds that they include the likely disclosure of exempt information, stated to be confidential.

## 21.125 To Approve the Confidential Minutes of the Council Meeting held on 18th August 2021

#### 21.126 Remembrance Service

**MOTION:** To consider quotes and appoint a contractor provide AV during the event.

#### 21.127 Gib Lane CCTV Grant Update

**MOTION:** To consider quotes and appoint a contractor to install the CCTV

## 21.128 **Staffing**

**MOTION:** To approve recommendation from Finance & Staff Committee on changes to current office staffing levels