

Minutes of the Meeting of Aston Clinton Parish Council - held on Wednesday  
5th September 2018 at 7.30pm  
at Aston Clinton Parish Meeting Room

**Present:**

Councillors: -

C Read - Chairman

A Duffield

M Mason

S Howard

J Eggesfield

L Ronson

R Stewart

P Wyatt

Cllr M Collins (AVDC)

Cllr B Chapple (AVDC/BCC)

Clerks: G Merry (Recording), E Barry

9 Members of the public

**18.089 Apologies:**

Apologies were received and accepted from Cllrs Tubb & Judge and Cllr Paternoster of AVDC.

**18.090 Declarations of Interest:**

There were no declarations

**18.091 To Approve the Minutes of the Parish Council Meeting held on 1st August 2018**

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

**18.092 Public Participation.**

- A street light on Brook Street was reported as faulty and the clerk agreed to follow this up.
- The council were thanked for hedge clearance on Aylesbury Road.
- Representatives from the Scouts spoke and had previously submitted a proposal seeking land within the village, on which they could potentially build a new scout hall. There had been mention previously of possibly using land behind the All-Weather pitch. Cllr Read advised that installation of drainage would be a significant issue in that area. If once the scouts had sought other sites, they wished to pursue this, they were advised to bring a detailed proposal to the PC. The way in which the funding for the Guide Hall had been raised was discussed. Cllr Ronson also advised that the Scouts apply to the Turpin charity which has funds and exists for the good of the village.
- It was requested that the grass bank behind the War Memorial needed re-turfing. However, this had already been instigated and was in-hand.

**18.093 Council**

- i **Cllr Emails and Privacy Statement:** Several councillors had now set up Gmail accounts for PC business. Cllr Eggesfield only needed the privacy statement; Cllr Duffield stated he would set up his own account; Cllr Read stated he had now done his. Cllr Mason offered help to anyone who needed it.
- ii **Community Speedwatch:** The clerk reminded Cllrs that this matter had been raised at the last meeting, with a view to voting on it at this one. Cllr Mason reported from the LAF Transport sub-group, there were 2 Sentinel devices which could be booked out. However, Cllrs must undertake the training first. 2 people must operate the scheme and the LAF could provide signage. This would consist of signage for use during operation of the devices, as well as permanent signage for the village (similar to that of Neighbourhood Watch schemes) at a cost of £100. The PC would need insurance for theft/damage of the devices, up to £4,500. The Sentinels record speeding which may be reported to the police. However, it would only be

after 3 reports on any one car, that the police would act. Cllr Stewart enquired as to how the reporting mechanism worked and Cllr Mason felt this would be covered in the training.

**MOTION:** To agree to implement and operate Community Speedwatch, PROPOSED by Cllr Ronson SECONDED by Cllr Wyatt and AGREED.

iii **Luton Airport Expansion:** A member of the public had written expressing concern over the expansion of the airport and asking the council to engage in the public consultation. This was discussed but felt not to be an over-arching issue at this time. Cllr Read offered to write to the member of the public, explaining the reasons why the summer appeared to have produced an increase in noise. It was agreed as a council, not to engage in the consultation.

iv **Reports from External Bodies:**

**Local Area Forum Transport Sub-Group:** Cllr Mason reported the following topics were discussed: HGVs in the villages, Speedwatch and pavement parking. The matter of Stablebridge Road came up and Cllr Ronson reiterated that the bridge had always carried a weight limit, until recently, when the Canal & River Trust removed the signage. Bucks CC's Mr Garwood had been passed the documentation and he would be having the bridge assessed.

**AVALC:** Cllr Mason reported from the Aylesbury Vale Association of Local Councils that the following had been discussed: Change to unitary authority status, the Oxford-Cambridge Arc (OxCam) and the New Homes Bonus micro-grants. A decision was imminent as to which of 3 routes the OxCam route was to take. However, the closest to Aston Clinton it would come would be Wing. It agreed the microgrants would be publicised in Village Life.

**Planning and Parish Forum:** Cllr Read reported from this where the following had been discussed: Cost saving in waste management, planning development, planning enforcement and the current inclination for delivery of housing before infrastructure. Cllr Read urged all present to respond to Bucks CC's waste consultation.

**18.094 Clerk's Report:** The clerk read from a letter received that day from a resident, thanking the council for installing the new bus shelter on Tring Hill, then continued with her report: -

*It has been a hectic summer. August 18<sup>th</sup> saw another very successful Astonbury Festival, with play activities from midday onwards and bands from 2.30pm. It is estimated the crowd doubled in size this year and the new format of having everything in the top field, and music starting earlier, proved very popular. Whilst the parish council is delighted to provide this free event and it does bring the whole village together, the Facilities committee will be looking at the financial situation for next year.*

*Whilst the summer was popular, this comes with a degree of wear and tear. The council now enters a period of repairing and replacing park equipment and implementing the programme for the year. This includes new bins, new dog bins, continued footpath clearance, lamppost maintenance and events e.g. Remembrance Sunday and Santa Float. The outcome of the application to the New Homes Bonus, for the new Community Centre is awaited.*

*There is still have a vacancy on the council and there will be increased advertising this autumn to try to fill it. What is of some concern is that next May is parish council elections and normally there are not enough applications for an election. Help is needed to spread the message of how rewarding it can be to be a parish councillor.*

*Finally, it is actually budget setting time, and all committees are reminded to set priorities for the year ahead, in order to input financial information into the budget for next year.*

### 18.095: Finance and Staff Committee:

- i **Month-End Accounts:** Cllr Duffield talked through the accounts for August which had been circulated by the clerk. These showed a total income for the year to-date as £169,568 (77.7% of budget). Total expenditure was £106,930 (49% of budget). He had also read the Café lease and felt that the café should be asked to pay for the fire extinguishers themselves. There were no queries.
- ii **VAT Situation.** The clerk reported that both clerks and Cllr Tubb had met with a VAT advisor re. the reclaim of VAT from the All-Weather Pitch costs, which may have been incorrectly claimed, and also the viability of claiming back VAT on payments for the new community centre. His report had now been received and it advised that the council register for VAT, followed by 'Opting to Tax'. The advisor would be retained to steer the council through both processes and a further meeting was planned, with Cllr Duffield also attending.
- iii **Staffing Sub-Committee - Caretaker Update:** The caretaker had signalled his wish to retire by the end of the year and a job spec. had been circulated by the clerk. This was generally approved. It was also necessary to re-allocate gate opening/closing duties until the new caretaker was appointed and the clerk circulated a proposed rota for this. It was agreed the clerk could start advertising the post.
- iv **Budget 2019-2020:** The clerk explained the process. The tax base is the number of properties a council can levy council tax from and is expressed in terms of a Band D property. This is calculated around October, taking into account all chargeable properties and adjusted for known developments in the coming year. This is then conveyed to parishes councils for their area. The parish sets its own precept, arounds November, based on its priorities and proposed budget for the year ahead. This would need have final approval by the end of the December. Cllr Read asked the clerk to prepare figures for increases in the Aston Clinton tax base, as well as the precept.
- v **Payments to be Agreed:** The clerk had circulated the list of invoices for August and asked for 2 more late invoices to be taken into consideration, as follows: -

**MOTION:** to agree to pay all invoices, PROPOSED by Cllr Ronson SECONDED by Cllr Mason and AGREED.

Outstanding Invoices to August 31st 2018						
Date	Company	For	Amount £	Vat £	Total £	
31/07/2018	Ridge Property Consultants	Community Centre Feasibility Study	£ 900.00	£ 180.00	£ 1,080.00	
01/08/2018	Sign Wizzard	Park Sign	£ 20.45	£ 4.09	£ 24.54	
02/08/2018	Fire FM	Maintenance Contract - Extinguishers - PC and TC	£ 80.00	£ 16.00	£ 96.00	
02/08/2018	Fire FM	Maintenance Contract - Extinguishers - Café	£ 80.00	£ 16.00	£ 96.00	
03/08/2018	E Sharp	Driveway Lighting	£ 692.50	£ 138.50	£ 831.00	
03/08/2018	E Sharp	The Pleasance	£ 88.82	£ 17.76	£ 106.58	
02/08/2018	Wendover Arm Trust	Annual Membership	£ 25.00	£ -	£ 25.00	
08/08/2018	Martin Holman	Wasp Nest	£ 45.00	£ -	£ 45.00	
10/08/2018	Automation and Security Ltd	YC Door			£ 3,258.00	
12/08/2018	Npower	August K997226M	£ 644.86	£ 128.97	£ 773.83	
12/08/2018	Npower	August K997226L	£ 28.51	£ 5.70	£ 34.21	
15/08/2018	R Wright and Sons	Pump Chamber clearance	£ 135.00	£ -	£ 135.00	
15/08/2018	Power Rod	Rodding café Drains	£ 80.00	£ 16.00	£ 96.00	
15/08/2018	CACI Ltd	Data for NHB application	£ 450.00	£ 90.00	£ 540.00	
18/08/2018	M Smith	Marshalling - Astonbury	£ 70.80	£ -	£ 70.80	
21/08/2018	UK Security Ltd	Security Astonbury	£ 540.00	£ 108.00	£ 648.00	
22/08/2018	Fire FM	Fire extinguisher replacement & installation - café	£ 280.00	£ 56.00	£ 336.00	
25/08/2018	E White	Temping and Astonbury	£ 277.50	£ -	£ 277.50	
27/08/2018	Dawn Lodge Associates	Quantity Survey work - NHB application	£ 1,050.00	£ 210.00	£ 1,260.00	
30/08/2018	E McGoldrick	Bins and cleaning - Aug	£ 360.00	£ -	£ 360.00	
31/08/2018	G McEnery	Office and Bowls Club Cleaning - Aug	£ 90.00	£ -	£ 90.00	
31/08/2018	Frank Coopers Ltd	Aug Site Maintenance	£ 952.08	£ 190.42	£ 1,142.50	
31/08/2018	Entertec	Sound tech for Astonbury	£ 6,400.00	£ 1,280.00	£ 7,680.00	
<b>Late Invoices for Approval</b>						
02/03/2018	GT Automation	Café Door Installation and supply	£ 2,250.00	£ 450.00	£ 2,700.00	only now rec'd
05/09/2018	Buckland Landscapes	Remove bus shelter, supply and install new one	£ 7,457.00	£ 1,491.40	£ 8,948.40	rec'd 5.9.18 but approved in 17-18

**18.096 Planning Committee:** Cllr Read reported from the last planning meeting, summarised as follows (full minutes available at [www.astonclinton.org](http://www.astonclinton.org)):

- i. Small-Scale Applications:
  - 18/02466/ACL Rhencullen Farm Chivery - **RESOLVED:** Objected
  - 18/02596/APP 9 Green End Street - Single storey rear extension - **RESOLVED:** No objection
  - 18/02586/APP Merriment Stablebridge Road - **RESOLVED:** No objection
- ii. Large Scale Applications:
  - 18/02252/APP Unit 1 Aston 41 East of College Road North - **RESOLVED:** no objection to the alterations to the building.
  - 18/02501/ADP Land Formerly Known as Brook Farm Brook Street: AMENDMENTS to plans - **RESOLVED:** No objection to the change of house designs as they do not appear to be a fundamentally different, however, this is subject to the following conditions: the street scene of college Road South is preserved according to or better than the original design; The ecologists requests are adhered to.
  - 18/02567/APP Halton Brook Business Park Weston Road - Creation of additional car parking provision - **RESOLVED:** No objection
- iii. **NHP:** The clerk- Projects and Planning reported that the Plan had become 'made' on 8/8/18.
- iv. **Public Open Spaces and LEAPS in New Developments:** The council's decisions to date, when asked to adopt public open spaces had been to refuse, on the grounds that new developments had their own management committees. The clerks requested confirmation this was still council policy, and this was agreed.

**MOTION** to agree the policy on Public Open Spaces and LEAPS in new developments was to turn down any requests to adopt or undertake any management of them, **PROPOSED** by Cllr Wyatt **SECONDED** by Cllr Stewart and **AGREED**.

**18.097 Facilities Committee: report and recommendations from the committee.**

- i. **Report:** Cllr Read reported from the Facilities Committee, summarised as follows: Bus shelter, weeds and overgrowth in Wenwell Close, Park View surfacing, Bins in the park and dog bins, football ground sockets, request from Search and Rescue dog organisation, play area repairs, park rules, CCTV, burial rights, fitness class request, Astonbury and possible equipment replacement (committee minutes available on [www.astonclinton.org](http://www.astonclinton.org)). He requested agreement for the committee's decision to allow the Search and Rescue dog training in the park, and all agreed.
- ii. **Park View:** Cllr Read had stated that if the surface as not brought up to standard, the owners in Park View would be unlikely to sign up to any shared maintenance agreement. Quotes had already been received and chosen, to replace the surface like-for-like. Cllr Stewart queried the fences and railing that had been installed and seemed to narrow the width of Park View. Cllr Ronson explained this had been agreed by a previous parish council to facilitate parking for the West Lodge, but it was still parish land. It was agreed to put the £11,000 cost of re-surfacing Park View into next year's budget, in case no S106 became available.

**MOTION:** To agree to the cost of surfacing Park View to go to next year's budget **PROPOSED** by Cllr Ronson **SECONDED** by Cllr Wyatt and **AGREED**.

- iii. **Sleepers:** The sleepers in the Playpark had been highlighted in the annual inspection report, as needing attention. To-date only one quote had been received. The clerk suggested that

the safety needs of the park at this point, overrode the requirement to wait for more quotes, which were slow in coming. This was agreed, and the quote was approved. At £1660 this provided for some sleepers to be replaced, others to be shored up, as well as bracketing of the corners.

**MOTION:** To agree to install the sleepers as per the quote PROPOSED by Cllr Eggesfield SECONDED by Cllr Mason and AGREED

- iv. **CCTV Camera:** The camera had not been functioning properly and the CCTV company had recommended replacing it. They had sourced a suitable replacement at a discounted price of £900 plus VAT. Cllr Mason had investigated this in detail and had spoken at length with Bucks CCTV. She recommended their proposal which also included retaining the current camera fixed at a single angle, in addition to the new swivel one.

**MOTION:** to agree to buying the new camera at the price of £900 plus the cost of cabling to retain the current camera, PROPOSED by Cllr Ronson SECONDED by Cllr Stewart and AGREED.

- v. **Events - Astonbury:** The clerk circulated the figures for income and expenditure and explained that the event had not attracted as much income as hoped but had been an extremely good event. The Facilities Committee would be looking at how the event is structured.

**Remembrance Sunday:** The clerk advised the date was 11/11/18 and all councillors were expected to attend the ceremony at the War Memorial, as well as the church service afterwards. She would not be able to attend this year and asked for 2 marshals for the road closures. In addition, the British Legion local branch was purchasing one of the 'Silent Silhouettes' commemorating the 100-year anniversary of the first world war and had asked for suitable locations. This was discussed, and it was agreed to suggest the 'daffodil' bank at the Woodlands roundabout.

**Santa Float:** It was discussed and agreed to have the float on Sunday December 16<sup>th</sup>. This would be publicised in the next edition of Village Life.

**18.098 Community Centre Committee:** there was no update other than the outcome of the New Homes Bonus application was expected on 12/9/18

**Cllr Read allowed for further public participation:**

- Cllr Collins (AVDC) stated that pressure from District Councillors does not always have an effect on AVDC officers
- It was hoped that the new CCTV camera would be effective as there had been recent incidents of motorbikes driving across the park.
- A member of the public offered to help with locking of the park
- It was suggested that the Guides should be approached, to offer the Guide Hall for the Scouts to use on certain nights. It was stated that the land had been left to the village for the good of all.

**18.099 Date of next meeting:** Wednesday 3<sup>rd</sup> October at 7.30pm.

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

