

ASTON CLINTON PARISH COUNCIL

Parish Meeting Room, Aston Clinton Park, London Road, Aston Clinton, Buckinghamshire, HP22 5HL

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Minutes of the Aston Clinton Parish Council Meeting Held at the Parish Meeting Room, 6 August 2014 at 7.30pm

Councillors present:

Cllr R Maskell (Chairman), Cllr T Kirtland, Cllr J Hoinville, Cllr M Richard, Cllr P Crook, Cllr D Wallis, Cllr T Winterbottom, Cllr G Plowman & Cllr J Savigar
Cllr C Paternoster (AVDC) Cllr B Chapple (AVDC) Cllr D Thompson (AVDC)

Clerk: Angela Casey

Members of the Public in attendance: 38

14.098 Apologies

Cllr M Watson

14.099 Declarations of interests

None given

14.100 Minutes

The minutes of the Meeting of the Parish Council held on Wednesday 2nd July 2014 were APPROVED and signed by the Chairman.

14.101 Chairman's report

During the winter the stream in the field adjacent to the Park overflowed its bank prior to the culvert. The water flooded the Meadow football pitch before returning to the stream in the corner of the Park.

The field is owned by Bucks County Council (BCC). BCC have established that part of the culvert under the field has collapsed and BCC as land owners are responsible for the repair, which because of the cost implications they are reluctant to do.

The Environment Agency do not want the culvert repaired but would prefer the stream returned to its natural state with a channel dug out from before the culvert across the field to enter the Park beyond the Meadow pitch returning to its natural course. The Environment Agency would pay for the work.

The Chairman has met with officer from BCC who will have the area surveyed to establish where the channel will run and present the proposed route to Aston Clinton Parish Council.

The Devolution Proposals of Bucks County Council were circulated to members; this mainly involved the Parish Council taking over the responsibility for grass cutting in the parish within the 30mph limit. The Parish Council are expected to reply by September if the council wishes to undertake this work together with its budget.

There are concerns for Parish Councils taking over grass cutting from the point of view of insurance, a claim against the council if the grass is not cut, spraying weeds on the highway verges and pavements.

District Councillor Carole Paternoster informed the meeting that AVDC are proposing to hold the budget for the whole District and employ a contractor, their present contractor, to do the all the work. Each individual Parish would need to agree to this for their parish to participate.

This parish council contributed to the Vale of Aylesbury Plan by delivering a survey form to every household in the village, to obtain the views of the residents. The Vale of Aylesbury Plan was not accepted by Government.

The Parish Council is now considering a Neighbourhood Plan for the village.

14.102 Clerks Report

The Clerk explained how it was now legal to record meetings of the Parish Council but that specified guidelines applied for those members of the public who did not wish to be recorded or filmed.

The Clerk produced a finance report for April to July 2014.

Specific comments on the finance report were made:

- The Financial application software had been obtained cost free and no training had, to date, been required, but any training necessary would cost £45 per hour.
- The variation to Cllr Maskell's expenses recorded in the June minutes had not been approved by the Council.
- 8 Items appear to be missing from Sheet 2 of the financial report amounting to some £10,700 the clerk will check the anomalies and report back to the Council.

- Whilst the Bank Statement appear to agree with the financial report it was necessary to include VAT in the costs figures for a direct comparison to be possible.
- The financial report did not include the details of the Reserve Account and Petty Cash. These need to be incorporated in the financial report.

The Clerk report included the following:

- The date of the next election for a casual vacancy would be 18 September, with notice expected to be posted on 13 August.
- A lamppost in Wenwell Close had been knocked down by a motorist, Clerk has details and will obtain quote for its repair. Motorist has accepted liability.
- The Clerk confirmed that she has not received a reply from the previous Clerk about the authorisation that does not appear to have occurred for the lamp post in Chestnut Close.
- Super fast broadband is now available in the village; parishioners should contact their internet supplier for further details.
- Following a recent suggestion from Cllr Wallis for Councillors to have email links from our website to individual Councillors our website designer has confirmed that he will be happy to assist. Individual Councillors to inform Clerk if they want to have this set up.
- The Clerk confirmed that she had tried to book an alternative venue for the Parish Meeting but was unable to.

It was RESOLVED that the Caravan Club charge would remain at £6per unit per night. There was one abstention.

It was further RESOLVED that the Caravan Club would need to sign an agreement for the use of the Park, and take responsibility for the behaviour of their members.

. 14.103 Finances

A vote was taken to approve the finances for August; eight Councillors were in favour, one abstention. The finances for August were APPROVED for payment by the Council.

Direct debits	Service	Total
British Gas	Parish Office electricity - payment plan	£ 40.00
	Direct debits total	£ 40.00
Invoices		
AVDC	Election costs – June 2014	£ 2,224.90
Public Works Loan Board	Repayment of loan for Parish Meeting Room	£ 1,990.54
E Sharp Electrical	Repair to light Talbot Road	£ 167.07
Total Garden Care	Mowing & strimming in Church Yard	£ 576.00
George Browns Ltd	Parts for repair of Kubota	£ 91.03
E McGoldrick	Public toilet clean - July	£ 80.00
HMRC	Employers Tax & NIC	£ 103.61
Salaries	July salary	£ 905.79
Lightfoots	Interim payment of legal fees	£10,000.00
Eventbrite	Councillor induction course	£ 31.40
Eventbrite	Financial Regulations Course	£ 46.78
Turney Fieldforce	Parts of service of tractor	£ 8.44
R&G King	Repair to timber frame of changing rooms	£ 144.00
Vicking	Toilet rolls for public toilet	£ 49.48
BAS Associates	Payroll services, quarterly fee	£ 54.00
Staples	Stationery	£ 55.15
Don Evett	Works in Aston Clinton Park – June	£ 192.00
AVDC	Hire and collection of Eurobins	£ 994.35
Bucks County Council	Legal fees period 4	£ 820.80
Catlin Designs	IT support	£ 31.25
	Invoices total	£ 18,566.59
	Total payments for July 2014	£ 18,606.59

Receipts		
Inca dog training (100379)	Fee for use of park July & August	£ 50.00
J Savigar (100380)	Refund of course fee	£ 31.40
HMRC	VAT claim for May	£ 1,624.33
Caravan Club (100381)	Pitch fees	£ 144.00
	Total receipts in June	£ 1,849.73

14.104 A brief synopsis of the Hub.

The Hub is shown on the Parish Council Deeds as the Pavilion, although it was initially known as the Sports and Social Club. It was built by the Parish Council in the 1970s. At first it was run by a sub-committee of the Council, although by the beginning of 2000 there were no councillors on the committee. It stood empty for about six months.

In 2002 the Parish Council rented the Sports & Social Club out on a ten year lease which was surrendered in 2012.

It has since been re-let on a ten year lease.

Permitted use: As a recreation, Sports and Social Centre, or such use as falls within class D2 of Schedule to the Town and Country Planning Order 1987.

With ancillary bar and coffee shop facilities or such other use as the Landlord shall from time to time approve and for which consent shall not unreasonably be withheld or delayed.

It was highlighted that under the terms of the lease that the Hub (Pavilion) was not to be used for accommodation and pets were not to be kept on the premises. Moreover, the minutes of the Finance and Staff Committee date 3 February 2014 show that this matter was discussed with Mr Brennan.

14.105 Planning applications were discussed. Members of the planning committee commented on how the notification of planning applications is received from Aylesbury Vale District Council and how they were dealt with by the committee.

It was RESOLVED that the Parish Council would object to planning application for the Hub on the grounds that the premises were not vacant offices in 2013.

It was RESOLVED that the Council was minded to submit an objection to planning application for the demolition of one dwelling on Brook Farm, Brook Street to be replaced by four new properties. The Planning Committee would process the objection to meet the deadline for submission.

14.106 It was discussed and RESOLVED that the decision to the repair the ride on mower would be suspended until the Park and Recreation Committee had looked into the overall strategy for grounds maintenance and contracts at the Park.

14.107 The motion to replace the Finance & Staff Committee with the full Parish Council was REJECTED. It was RESOLVED that the current Finance and Staff Committee would continue with its responsibilities. A vote was taken, eight Councillors in favour, one abstention.

14.108 It was RESOLVED that Polling Cards would be used in the forthcoming election in September; the charge for the Polling Cards would be £1,500.

14.109 It was RESOLVED that Finance and Staff Committee would discuss the possibility of a Council employee's eligibility to join the Local Government Pension Scheme at their next meeting.

14.110 Items of correspondence for the Clerk to respond to were discussed and the Clerk would respond accordingly.

It was RESOLVED that the Council needed to place an instruction to complete the change to title deeds following the land swap agreement between the Parish Council and the owners of the Old Rectory Farm.

It was RESOLVED to pay the £25,750 outstanding settlement fee to Lightfoots for the boundary issue. A vote was taken: 7 for 1 against and 1 abstained.

14.111 It was RESOLVED that the Park and Recreation Committee would review the grounds maintenance requirements in the Park, other land associated services, including proposals for contractual arrangements, and report back to full Council with its recommendations. The review needs to include activities that either cost or result in lost income to the council including work done by volunteers.

14.112 It was RESOLVED that a working group shall review of the Parish Council Governance Documents and draft proposals for changes as part of the process. The review shall include highlighting any missing documents Councillors Savigar, Plowman and Hoinville volunteered to make up the working Group.

14.113 A report was received from the Football Committee regarding the use of the Park by Aston Clinton Colts and Aston Clinton Football Club. It was RESOLVED that the contract with Aston Clinton Football Club would be renewed for the 2014/2015 season. The current contract with Aston Clinton Colts has been discussed with the representatives of the club.

14.114 Items for Agenda at September's meeting were noted by the Clerk.

14.115 Public participation

Comments and questions included the following:

- Brook Street planning application.
- Timescales for Aston Clinton Parish Council receiving planning applications from AVDC.
- The current use of verbal contracts by the Council was queried.
- Enquiry was made with regard to the planning application of the Hub.
- Clarification of the Parish Council's relationship with the Hub was asked for.
- Enquiry as to whether the Extraordinary Meeting held on 30 July 2014 was inquorate.

District Councillor confirmed that four Councillors is the minimum for an Aston Clinton Council meeting to be quorate.

The Chairman closed the meeting at 21.15

Date of next meeting

The next meeting will be held on Wednesday 3rd September 2014 in the Parish Meeting Room, Aston Clinton Park, London Road, Aston Clinton at 7.30pm.

Signed by.....

Date.....