

Minutes of the Meeting of Aston Clinton Parish Council - held on 5th August
2015 at 7.30pm
at Aston Clinton Parish Meeting Room

Present:

Councillors: -

N Savigar (Chairman)

J Savigar

A Mooney

C Read

L Tubb (Vice Chair)

P Wyatt

T Comerford

Clerk: G Merry

7 Members of the public

In attendance: Cllr C Paternoster (AVDC)

15.096 Apologies:

Apologies were received and accepted from Cllrs Birch and Beaumont (ACPC), and Collins (AVDC)

15.097 Declarations of Interest:

There were no declarations of interest

15.098 To Approve the Minutes of the Parish Council Meeting held on 1st July 2015 and of the E.M. held on 22nd July 2015.

The minutes were PROPOSED by Cllr Tubb, SECONDED by Cllr J Savigar AGREED and SIGNED.

15.099 Public Participation

- i 93 Aylesbury Road Development: it was asked why there no comments from Bucks CC on the AVDC portal and the closing date had passed. Cllr Read agreed to look into this matter.
- ii It was asked whether the P.C. would be congratulating the organisers of the recent Beer Festival on the success of the event.

15.100 Clerk's Report

Since the last P.C. meeting the council has been extremely busy implementing a variety of different plans and jelling as a team. The councillors all undertook their councillor training with BALC and all 3 Committees have met, along with some of the sub-committees. Members of the public are invited to attend committee meetings as well as monthly council meetings and agenda's for these are published on the notice board and the website. The vacancy for the Assistant Clerk closes on Friday this week and attention will now be turned to filling the 2 remaining places on the Council. Applications to be co-opted onto Council close in the last week of August and suitable applicants will be asked to attend the September meeting before final decisions are made. Anyone who is interested in joining the Council should email their CV and literature is available from the Clerk. The NHP is well underway with its website now live at <http://www.astonclintonneighbourhoodplan.org/index.html> There will also be a village consultation event the weekend of 5th and 6th September at the Anthony Hall.

For those with children, 'Play Around the Parishes' starts August 6th from 2pm-4pm in the Park with bouncy castle, soft play, arts and crafts and games. If it's wet, it will move inside the Pavilion and there will be one each week for the next 3 weeks.

15.101 Finance and Staff Committee

- i Month-end Report: Cllr N Savigar discussed the new system of month-end reporting and explained the Clerk now has authority to pay project costs (See Appended). The system for dual authorisation was to be tightened and programme costs still needed to be approved by Council. Cllr Comerford asked how Caravan Club permits are calculated. The Clerk explained and mentioned the need for review of all Park permit rates.
- ii Status of Budgets: The status of each budget is now analysed on the summery sheet presented to councillors. The budget forecasts were dependent on forecast figures being given to the Clerk to input. The Grounds Maintenance sub-committee have submitted their planned spending for the year and there was now a need for the other committees to do the same.
- iii Payments for Approval: The one payment requiring approval was approved i.e. to the SLCC for £175 plus Vat for advertisement for the Assistant Clerk vacancy
Equality and Diversity: Cllr Mooney discussed the background to developing an equality and diversity policy to enable Council to attract members from a range of backgrounds. This would take account of expenses incurred to attend meetings that could be reimbursed. Cllr N Savigar stated that the F&S committee would look at precedents for this and Cllr Tubb agreed to advise on the accepted guidelines for this. The Clerk would investigate BALC/SLCC templates and put on the next F&S agenda.
- iv Sources of Funding: Cllr N Savigar talked through the 2 areas of funding currently being applied for: Gib Lane Grantscape Fund for a defibrillator for the school and the Local Area Forum fund for CCTV for the Park. The S106 wish list was underway though not quite ready for submission to AVDC. Cllr N Savigar had written to Cllr Chapple of BCC with regard to their funding speed reduction measures in the village.
- v Staffing Sub-Committee: There were 13 applications for the Assistant Clerk vacancy. It was discussed that the new employee would need various items of equipment e.g. phone, chair computer etc.

15.102 Planning Committee

- i Planning Committee Report: Cllr Read had written to BCC Cabinet Member Zahir Mohammed re. School capacity but had not yet received a reply. He was still working on getting TPOs for the trees at 16 Green End Street and was investigating the alleged land grab at Putnam's Drive. The work on the culvert in the Park was due to start the following week.
- ii Neighbourhood Plan: The launch event would take place at the Anthony Hall on 4th and 5th September. There were 2 new members on the steering committee and a further meeting had taken place. The controversial matter of AVDC allegedly no longer supporting NHPs was discussed. Cllr Paternoster was invited to speak on this. She stated that the comments had derived from the Woodcock judgement which stated that in areas where there was no local plan, NHPs may not be supported if the plan drew too tight a boundary for potential housing supply. She stated that Aston Clinton's NHP would be supported because by the time it is completed, the Vale of Aylesbury Plan will be in place.
- iii Other Applications: Cllr Read will be meeting with Arla to discuss night-time lighting. 15/02134 91 houses at College Road South – Cllr Read has written to object and had

circulated his wording to members. The Hampden Fields Development at Weston Turville was about to be re-launched.

- iv Speedwatch: Cllr Savigar reported that having spoken to TVP, they are no longer supportive of this scheme. The PC would have to have insurance cover for roadside working which it has not done.

MOTION: That council notes it has not endorsed the implementation of the Speedwatch Scheme in the Parish, PROPOSED by Cllr Comerford, SECONDED by Cllr Read and AGREED.

It was stated that ACPC will endeavour to address speeding in the village in other ways i.e. application to BCC for a pedestrian crossing and yellow lines by the school.

15.103 Facilities Committee

- i Sports and Recreation Sub-Committee Report:

Cllr Wyatt reported that ACFC had paid for their permit but the Colts payment was still outstanding. ACFC had asked for permission to install new dug-outs and had submitted a proposal. The MOTION to agree the siting of the new dug-outs was set aside for the time being.

- ii Report from Grounds Maintenance Sub-Committee:

MUGA: Cllrs J Savigar and Mooney had met with 3 different MUGA suppliers with a view to siting a MUGA at the current site of the kick wall/basketball hoop. Cllr Comerford felt this should be sited away from the children's play park.

Community Service Work: There had also been a meeting with Community Payback whose team potentially could carry out as follows: Clearing footpath ACL8, painting bus shelters, painting low barriers around car park, clearing of undergrowth and repainting changing rooms. They would be well supervised and would need to be catered for separately from the public.

Sale of PC Equipment: It was reported that the online auction of grounds maintenance equipment is now open.

Autumn Programme: The Autumn programme would include bringing the nettle area opposite the tennis courts up to standard for a potential picnic site, clearing undergrowth around the perimeter of the park and under the trees near the play park.

Unsafe Trees: It was reported that there are overhanging trees on the boundary of PC land and land owned by the neighbour at Green Park Lodge. It was also stated that there were unsafe trees in the wood which needed assessment. A tree surgeon had assessed the trees and recommended an insured arboriculturist carry out an assessment. There followed a debate as to whether the assessment was necessary. Cllrs Tubb and Read felt that potentially offering unfounded guarantees of safety, could put the PC in a risky legal position. Cllr Mooney felt that the PC owes a duty of care to the public to assess the safety of the trees. The Clerk agreed to ask the arboriculturist for quotes for the 3 trees on the boundary and then separately for an overall assessment of the wood.

Culvert: Operations were due to start 14/8/15 and would not affect the Fitness Trail or the Meadow Pitch. Cllrs Mooney and J Savigar had requested the creation of a second 'beach'. The E.A. had also advised leaving the stream as the watercress in it would naturally clear at the end of the growing season.

Dog Waste Bins: It had been agreed to site 2 of the new ones as follows: Green End Street at the end of the footpath ACL 8 and one at the join of New Road and Beechwood Road. There was debate as to the siting of the 3rd, and it was agreed to site it at the verge near the Business Park on Weston Road.

MOTION: To agree the sites for the new dog waste bins, PROPOSED by Cllr Mooney, SECONDED by Cllr J Savigar and AGREED as above. The Clerk agreed to consult with local residents on Weston Road.

Shed for the wheelie bins: Cllr N Savigar stated the need for a lockable enclosure for the bins which are still being used by the public for domestic waste. The Clerk agreed to compile a variety of proposals and quotes to be submitted to the Facilities Committee.

MOTION: To agree to the erection of a shed to secure the park Eurobins, PROPOSED by Cllr Read, SECONDED by Cllr J Savigar and AGREED.

iii. Community Centre: The architects Hayward-Smart had been appointed and the submission to the NHB fund would be ready by the September deadline. Once the PC has designs, these will be available for public consultancy. The Clerk stated the need for guidelines, rules and prices for outdoor permits for the Park. However, the MOTION to discuss and agree a set of guidelines for outdoor events was set aside. A working party of Cllrs N Savigar, Mooney, Tubb and J Savigar would prepare a case for this.

Café in the Park: The lease was still outstanding although a Heads of Terms agreement was in place. Cllrs Tubb and Comerford expressed the Council's dissatisfaction with the service received from the solicitor.

The next Facilities Meeting would be 9/9/15 although there was a possibility of re-arranging it due to the low attendance expected. A Sports and Rec. meeting would be arranged for end-of-August.

15.104 Items for Next Meeting

- i The problem of inadequate drainage from the car park towards the changing room area would need attention.
- ii Remembrance Day: The Clerk would find out whether former Cllr Kirtland still wished to organise this separately from the PC and what involvement the PC would need to have.
- iii Christmas Float: this would need to start being planned. Cllr J Savigar was developing a proposal for a Christmas Party for the village children using S137 monies.
- iv Cllr Wyatt would email ACFC's proposal re. The dug-outs to all members and asked for feedback by the next meeting. There will be a pre-meeting at 7pm with ACFC.

The Chairman then allowed comments from the public: -

- i It was stated that the success of the NHP launch on 4th/5th Sept. would be dependent on Cllrs involvement and support.
- ii Cllr Paternoster confirmed that she is meeting Cllr Zahir Mohammed on 20th August and asked for comments to be emailed to her by then.
- iii It was reported that the diagonal cut-through from the main road to the Park was always muddy and asked that it be surfaced.

15.105 Date of next meeting

Wednesday 2nd September 2015 at 7.30pm

The Chairman closed the meeting at 9.00pm

Signed Date

APPENDIX – RECEIPTS AND PAYMENTS AUGUST 2015

August meeting of ACPC							
Date	Company Name	Description of outgoing	Payment type	Payment less VAT	VAT - to claim	Total Payment	Status
JULY PAYMENTS							
03-Jul-15	C Hayward-Smith	Electrical Works - Pavilion	BACS	£ 982.00	£ -	£ 982.00	Paid
03-Jul-15	Horwood and James	Hub Legal Work	BACS	£ 1,200.00	£ 240.00	£ 1,440.00	Paid
03-Jul-15	Buckland Landscapes	Site Tidy - Park and Churchyard	BACS	£ 520.00	£ 104.00	£ 624.00	Paid
03-Jul-15	E Sharp Electrical	Light Repair - Rosebery Road	BACS	£ 139.13	£ 27.82	£ 166.95	Paid
03-Jul-15	Buckland Landscapes	Site maintenance - May	BACS	£ 522.50	£ 104.50	£ 627.00	Paid
03-Jul-15	SLCC	CPD Course Cemeteries	BACS	£ 125.00	£ 25.00	£ 150.00	Paid
03-Jul-15	IAC	Internal Audit Services	BACS	£ 350.00	£ 70.00	£ 420.00	Paid
03-Jul-15	R Wright & Sons	Pump Service and Clean	BACS	£ 130.00	£ -	£ 130.00	Paid
03-Jul-15	Buckland Landscapes	Clearing footpaths: 8, 32, 34, 37	BACS	£ 1,295.00	£ 259.00	£ 1,554.00	Paid
03-Jul-15	Buckland Landscapes	Repairs to Sports Field	BACS	£ 160.00	£ 32.00	£ 192.00	Paid
10-Jul-15	Jennifer Lampert Associates Ltd	Consultancy Neighbourhood Plan	BACS	£ 630.30	£ 126.06	£ 756.36	Paid
03-Jul-15	Buckland Landscapes	Cut and collect - rough grass area	BACS	£ 350.00	£ 70.00	£ 420.00	Paid
03-Jul-15	Inside Out Property Maintenance	Plumbing work in Pavilion	BACS	£ 220.00	£ -	£ 220.00	Paid
03-Jul-15	E McGoldrick	Bins, Toilet and Painting	BACS	£ 200.00	£ -	£ 200.00	Paid
06-Jul-15	British gas	Electricity Payment Plan	BACS	£ 60.00	£ -	£ 60.00	Paid
06-Jul-15	AVDC	Business Rates - Month 2	BACS	£ 299.00	£ -	£ 299.00	Paid
09-Jul-15	Gumtree	Job Advert	BACS	£ 49.98	£ -	£ 49.98	Paid
10-Jul-15	Aston Clinton School	Job Advert	BACS	£ 12.00	£ -	£ 12.00	Paid
10-Jul-15	L Ronson	Padlock + additional keys	BACS	£ 76.00	£ -	£ 76.00	Paid
13-Jul-15	EON	Street Lighting	BACS	£ 609.87	£ 121.97	£ 731.84	Paid
22-Jul-15	The Anthony Hall	Hall Hire - deposit	BACS	£ 52.50	£ -	£ 52.50	Paid
29-Jul-15	M Havasova	July Cleaning	BACS	£ 15.00	£ -	£ 15.00	Paid
29-Jul-15	Buckland Landscapes	June Site Maintenance	BACS	£ 522.50	£ 104.50	£ 627.00	Paid
29-Jul-15	D.J. Cleanng	Toilet Roll Supplies - Pavilion	BACS	£ 15.00	£ -	£ 15.00	Paid
29-Jul-15	Thames Water	April-June	BACS	£ 59.68	£ 4.70	£ 64.38	Paid
29-Jul-15	E McGoldrick	July Bins, & Toilet	BACS	£ 140.00	£ -	£ 140.00	Paid
29-Jul-15	ANM Environmental	Pump Service and Clean	BACS	£ 215.00	£ 43.00	£ 258.00	Paid
29-Jul-15	Buckland Landscapes	Park weedkill	BACS	£ 75.00	£ 15.00	£ 90.00	Paid
29-Jul-15	Buckland Landscapes	Fountain Tidy	BACS	£ 90.00	£ 18.00	£ 108.00	Paid
29-Jul-15	N Savigar	Key cut - reimbursement	BACS	£ 78.74	£ 5.49	£ 84.23	Paid
29-Jul-15	Sign Wizzard	3 x signs for Park	BACS	£ 167.43	£ 33.49	£ 200.92	Paid
29-Jul-15	4D Property	Door Repair - Pavilion	BACS	£ 180.00	£ -	£ 180.00	Paid
29-Jul-15	Beacon Alarms	Youth Club Alarm de-power	BACS	£ 128.00	£ 25.60	£ 153.60	Paid
29-Jul-15	Buckland Landscapes	Footpath AL8 + Colts extra cut	BACS	£ 680.00	£ 136.00	£ 816.00	Paid
						£ -	
			July Total	£ 10,349.63	£ 1,566.13	£ 11,915.76	
PAYMENTS TO BE AGREED:							
	SLCC	Advert for Vacancy		£ 175.00	£ 35.00	£ 210.00	Invoiced

RECEIPTS				Grants	Park Hire	Football	Burials	Other	VAT
July									
8th July 2015	Geere & Co	£ 182.00	Part payment 'Cook' headstone				£ 182.00		
9th July 2015	ACFC	£ 1,100.00	Annual Permit			£ 1,100.00			
9th July 2015	KY Green	£ 620.00	Dabrowski Burial plot (double)				£ 620.00		
24th July 2015	Groundwork UK	£ 3,200.00	Grant for NHP	£ 3,200.00					
30th July 2015	Colts	£ 220.00	Pitch preparation			£ 220.00			
30th July 2015	Geere & Co	£ 128.00	Part payment 'Cook' headstone				£ 128.00		
30th July 2015	Aylesbury Caravar	£ 84.00	Permits 14 nights		£ 84.00				
31st July 2015	AVDC	£ 18.41	Refund on Business Rates					£ 18.41	
31st July 2015	HMRC	£ 1,420.03	VAT refund						£ 1,420.03
July Total		£ 6,972.44							