

Minutes of the Meeting of Aston Clinton Parish Council - held on 2nd December
2015 at 6.30pm
at Aston Clinton Parish Meeting Room

Present:

Councillors: -

L Tubb (Chairman)

C Birch

A Mooney

M Osborn

L Ronson

J Eggesfield

C Read

S Beaumont

T Comerford

P Hughes

P Wyatt

Clerks: G Merry (recording), E Barry (assistant)

4 Members of the public

15.139 Apologies:

Apologies were received and accepted from Cllr Paternoster (AVDC)

15.140 Declarations of Interest:

There were no declarations of interest

15.141 To Approve the Minutes of the Parish Council Meeting held on 4th November 2015.

The minutes were PROPOSED by Cllr Comerford, SECONDED by Cllr Ronson, AGREED and SIGNED.

15.142 Public Participation

- i A member of the public stated that the planning notice for the 93 house-development off Aylesbury Road had disappeared. Cllr Read offered to enquire with AVDC.

15.143 Clerk's Report

"This month, my work has been mostly taken up with next year's budgets and financial planning and Elaine has been busy with the Neighbourhood plan and planning committee. Due to the ever-growing workload here in the office and the amount of callers that we get, we have had no choice but to introduce a new system for office hours. Mondays we are open to callers but Tuesday to Thursday will be by appointment only and Friday's we may be here but will be closed to callers.

We are very excited that the first of our large capital projects for the coming year has begun. Excavators will be in the park for the next 2-3 weeks installing our multi use games area, which will accommodate basketball, football, cricket, rounders and a variety of other activities and by next spring will also be wheelchair accessible. Following on from this will be new signage, new skate ramps, a picnic site, extra parking and some new play equipment for the play park. We are really looking forward to seeing it all next spring. There are also plans for new village signs, extra lighting in the park, hanging baskets and of course a new purpose-built community centre.

Finally, we are looking forward to welcoming Father Christmas to the village on Sunday 20th December, starting in Wenwell Close at 3.30pm. The route is on our website so if Santa isn't coming

to your road, please come and find us. The Scouts and Guides will be collecting on behalf of their groups and the Rennie Grove hospice”.

15.144 Finance and Staff Committee

- i. Month-End Report: Payments for October stood at £9197 and receipts stood at £6556. All budgets were on track to remain within targets. Cllr Beaumont invited questions on the spreadsheets.
- ii. The list of outstanding invoices were presented and discussed – as follows:

Outstanding Invoices - End November 2015 - to be agreed - AS **AT 30/11/15**

<u>Date</u>	<u>Company</u>	<u>For</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
30/10/2015	Melcourt	Play Bark	£	£	£
			3,075.00	615.00	3,690.00
03/11/2015	Buckland	Footpath ACL8/Churchyard	£	£	£
	Landscapes	Leylandii/Rosebery Tree	625.00	125.00	750.00
03/11/2015	Buckland	Churchyard: canopies, pruning	£	£	£
	Landscapes	and paths	590.00	118.00	708.00
03/11/2015	Buckland	Extra Cuts beyond end of	£	£	£
	Landscapes	contract	860.00	172.00	1,032.00
05/11/2015	E Sharp Electrical	3 x lamps: College Rd, Chapel	£	£	£
		Dv, Long Plough	133.34	26.67	160.01
08/11/2015	Jennifer Lampert Associates	NHP Consultancy	£	£	£
			830.30	166.06	996.36
11/11/2005	BALC	Bespoke councillor Induction -	£	£	£
		7/7/15	350.00	-	350.00
16/11/2015	Sign Wizzard	9pm Stickers	£	£	£
			15.00	3.00	18.00
16/11/2015	AVDC	Dog fouling signs	£	£	£
			91.55	-	91.55
24/11/2015	Almars Printer	Bespoke Christmas Cards	£	£	£
			37.08	7.42	44.50
27/11/2015	Eamonn McGoldrick	Litter pick, bins and toilet clean	£		£
			140.00		140.00
05/11/2015	Cafe in the Park	50% toilet cleaning costs July-	£		£
		Nov	320.00		320.00
25/11/2015	Fire Facilities Management	Fire extinguisher service	£	£	£
		(contract)	80.00	16.00	96.00
26/11/2015	E Sharp Electrical	Lamp - Long plough	£	£	£
			38.00	7.60	45.60
<u>Totals</u>			<u>£</u>	<u>£</u>	<u>£</u>
			<u>7,185.27</u>	<u>1,256.75</u>	<u>8,442.02</u>

MOTION: To agree that the Clerk pay the outstanding invoices, PROPOSED by Cllr Beaumont SECONDED by Cllr Osborn and AGREED.

- iii. Precept: Budgets for the year 2016-17 had been done. The clerk had circulated forecast figures and showed her workings. This process had resulted in a first pass at a precept figure which was broadly similar to this year. However, the necessity for a worst-case scenario had been discussed by the Finance Committee, in the event that income targets were not reached. Additionally, this year's precept had not allowed for any savings for future capital projects. The clerk had circulated information as follows on this year's precept, showing that the monthly payment per household had been around £7.43:

PRECEPT INFO.

	£	
Precept 2015-16	149,367.00	
	£	
plus Grant	1,420.00	
	<hr/>	
Total	£ 150,787.00	
	£	
Rec'd In April	76,103.50	(inc. Grant)
	£	
Rec'd in Sept	74,683.50	
	<hr/>	
	£ 150,787.00	
Parish Tax base	1675	Households
	£	Based on Band
Yearly amount per household	89.17	D
	£	
Monthly amount per household	7.43	" "

(Grant entitlement to be phased out - halved for 2016-17 (@ £710))

The need to hold contingency funds and savings for capital projects could only be achieved by raising the precept by a small %. This would also allow for starting to raise the necessary match-funding that will be required for the new community centre. The deadline for precept demand was 22nd January and there would be an F&S meeting before the next parish council meeting on January 6th, to agree a figure.

- iv. Staffing Sub-Committee: In a recent staffing meeting, the clerks had raised the matter of their increasing workload and new office opening hours had been agreed. It was discussed that previous resolutions to enrol staff on the Local Government Pension Scheme had only mentioned 'the clerk' so it was necessary to resolve to now include the assistant clerk.

MOTION: To agree to enrol the assistant clerk on the LGPS PROPOSED by Cllr Beaumont, SECONDED by Cllr Mooney and AGREED.

15.145 Planning Committee:

- Cllr Eggesfield was now on the planning committee.
- By-Pass – MP David Lidington had visited the site and agreed that the original specification had not been met.
The following planning applications had been discussed: -
- Kingspan/Klargester (15/03581/APP): Objected
- The Chimneys (15/03661/APP): Objected to size and style of property but not on the principle of having a dwelling.
- Brook Farm (15/03052/ADP): There have been breaches to the planning agreement.
- A letter had been received from the Cricket Club asking for netting between the club and the proposed Park Farm development. Cllr Read had advised them to speak directly to the developer. The club would also like the P.C's support to apply for new amenities using S106 money and will be advised to supply a proposal with quotes
- Christmas Tree Field – There have been complaints about the alleged felling of trees, stockpiling of bricks, burning of foliage and excess signage. However, AVDC have had the E.A in to investigate and the landowner is not in breach of the law. Cllrs Hughes and Tubb agreed to look into the excessive signage to see what can be done.
- VALP: Cllr Read will comment on behalf of the P.C. that Aston Clinton has taken a disproportionate amount of housing with a 60% increase, as opposed to other Bucks districts that have only increased by around 15%. Cllr Hughes reminded everyone that they can comment individually as well.

- i Neighbourhood Plan: Cllr Read reported that this is now at the stage of local consultation, with a view to formulating a questionnaire. The Clerk and Cllr Beaumont stated that work on the NHP was taking up a disproportionate amount of the assistant clerk's time and this had not been the objective of employing her. Cllr Read felt that this would lessen in the coming months but noted the comments. The clerk advised that this work should take up no more than 2 hours a week of the assistant's time.

15.146 Facilities Committee

Cllr Mooney reported on the Town and Parish Council's Conference that he had attended: The emphasis had been on Bucks CC devolving more services as expenditure increases for child and vulnerable people's services. There will also be further emphasis on P.C's finding volunteers to do work locally. The impact of the increased spending on social care will hit road maintenance significantly. Cllr Mooney had also spoken with Mr David Johnstone, Managing Director for children's and social care for Bucks CC, who stated that 700+ new houses in Aston Clinton should equate to a new school and he was prepared to come out and meet with councillors. Cllr Mooney was thanked for attending.

A. Sport and Recreation:

- i. Santa Float: Cllrs will meet on 12/12 to erect the sleigh, check the sound system etc. Cllr Birch will organise the covering of boxes and the clerk will organise a comfort stop for the participants.
- ii. Play Around the Parishes: Cllr Wyatt reported that the cost of hosting this was to increase next year from £200 a session to £310. It was discussed whether to make a small charge to parents to help cover the cost. Cllr Beaumont felt it would be impossible to control this and also that the event was an important provision for parents without a car. Cllr Wyatt agreed that the committee would look into the figures and put together a proposal before the precept deadline of 6/1/16.

- iii. CCTV: The P.C's Freedom of Information Policy does not cover CCTV footage as this is covered under the Data Protection Act. Cllr Tubb is putting together a data handling policy for the P.C. It was clarified that data is not held by the P.C. and that charges for information under Data Protection law are capped at £10. Should members of the public wish to see data they should write to the clerk who must respond within 40 days, although there is no automatic right to view. It was discussed whether to increase the period for the holding of data from 7 days and the clerk agreed to find out the cost.
- iv. Park and Leisure: The allocation of the £220,000 S106 allocation from 15/02569/AOP (Longhorn Farm) was discussed. Cllr Osborn asked what happens to S106 money if the allocated project does not go-ahead. The clerk agreed to find out and advised that a contingency plan is always written into the decisions.

MOTION: To allocate the S106 money from 15/02569/AOP to the new community centre, was PROPOSED By Cllr Read SECONDED by Cllr Ronson and AGREED.

B. Grounds Maintenance:

- i. Contract Matters: Cllr Mooney reported that this year's contract had the option to extend for a 2nd and 3rd year if necessary and suggested this would be worth building on the good relationship of this year. He suggested extending for a 2nd year on a revised specification and re-quote from Buckland Landscapes.

MOTION: To agree to extend Buckland Landscapes contract for a second year subject to prices being agreed, PROPOSED by Cllr Mooney, SECONDED By Cllr Tubb and AGREED.

- ii. Dog Bins: The need for more dog bins had been agreed and the locations were discussed. It was decided to survey the residents to find out where would be the preferred locations and the clerk agreed to devise a survey. Cllr Ronson suggested that 2 bins could be afforded in next year's budget with a view to extending to 4 if budgets allowed. The feedback from the survey would be awaited before decisions were made and therefore the MOTION was deferred. Cllr Osborn suggested that the increase in commercial dog walking companies was adding to the problem and changing the by-laws to limit the number of dogs being walked should be looked into. Cllr Tubb agreed to investigate this and report back.
- iii. Adoption of Street Lighting in Chapel Drive new development: Cllr Ronson reported that other PCs are not generally adopting new developments. It was agreed however, that the PC has a duty to provide street lighting for all residents as they all will be paying into the precept. Cllr Read felt that the P.C. should advise on the design of the lamps and the clerk agreed to pursue this. Cllr Comerford is currently looking into costs and design for replacement lampposts.

MOTION: That the council agrees to adopt the street lighting for the new Chapel Drive development subject to agreement of the designs, PROPOSED by Cllr Comerford, SECONDED By Cllr Tubb and AGREED, with 2 abstentions.

- iv. Overhanging Trees Green Park: A resident had requested a tree that was overhanging his land to be pruned, as he felt it to be a risk. Cllr Read made the point that the trees have always been at that angle and the cost of an arboreal consultant necessary to apply for TPOs to be lifted, would be prohibitive. There was a need to cut the ivy around the tree to reduce wind resistance and Cllr Read offered to undertake this at his own risk.

MOTION: To agree that the trees will not be cut down or pruned, PROPOSED by Cllr Read, SECONDED by Cllr Mooney and AGREED.

C. Community Centre:

- i. The NHB had agreed in principle, to the PC's application for £500,000 and this along with S106 allocations would be a good start towards the projected £2.25million cost. Cllr Comerford would start to put together a steering committee based on the best use of the skill-sets of Cllrs. Cllr Comerford was thanked for his work on the NHB application.
- ii. Cafe in the Park: Revenue was extremely promising with one third being garnered from rentals. The cafe is on-target for its forecast turnover of £250,000 in its first year with 10% going to the P.C. in rent.
- iii. Craft Market: There had been a request for the cafe to host a monthly craft market of high quality goods which would likely spill out onto the park in the summer months, using marquees etc. The P.C. had already resolved to charge £100 per event for outside events on the lawn and this would also fall under that cost.

MOTION: To charge the Cafe £100 for use of park grounds for the craft market PROPOSED by Cllr Tubb, SECONDED By Cllr Read and AGREED, with a 6-month revue in May 2016.

15.147 Date of next Meeting

This will be held on January 6th 2016 at 7.30pm with a Finance and Staff meeting immediately prior at 6.30pm in order to agree the precept figures.

The meeting closed at 8pm.

Signed Date