

**Minutes of the Meeting of Aston Clinton Parish Council - held on 6th April
2016 at 7.30pm
at Aston Clinton Parish Meeting Room**

Present:

Councillors: -

C Read (Chairman)	A Mooney	T Comerford
P Hughes	L Ronson	C Birch
P Wyatt	J Egglesfield	M Osborn

Clerks: G Merry (recording) & E Barry 4 Members of the public

16.028 Apologies:

Apologies were received from Cllrs Beaumont and Tubb

16.029 Declarations of Interest:

There were no declarations

16.030 To Approve the Minutes of the Parish Council Meeting held on 2nd March 2016.

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

16.031 Public Participation

- It was reported that a resident in London Road had not received the NHP questionnaire. The assistant clerk took the details and the clerk would put something on Facebook.
- It was reported that a large pot hole had appeared in the park entrance and was getting larger/more dangerous. The clerk agreed to have this looked at.
- It was asked whether the damaged areas of the park would be reinstated. Cllr Mooney responded that this work will take place after the planned new installations in the park have been completed in April/May, so that repair work will only have to be done once.

16.032 Clerk's Report

It has been lovely to see the Park so full this week with the children on school holidays. The new facilities, the path and the cafe have all been well used and the sun has been shining. The next phase is scheduled between the schools going back and half-term break, with the new skate ramp, play equipment and picnic site going in. We are also looking forward to events in the park, starting off this Sunday with a duathlon and progressing on with fun days, Play around the Parishes and more craft markets in the cafe.

The NHP questionnaire is now out in every home and online. We have had positive feedback and people seem genuinely pleased to be able to have their say, after suffering so many new developments. The NHP is more pertinent than ever with the Woodlands development application having now gone in. We are bracing ourselves for what this might mean for Aston Clinton.

Regarding council tax, I have received 3 complaints in total, to which I have pointed out the hard work that is taking place in the village and the fact that ¾ of expenditure is now demonstrably going on programmes and improvements for the village. The remainder being regular running costs. We

remain determined to turn-around this council so that it is working for this village. I have had some abusive mail and without going into detail, it is often that people are unclear as to what parish councils do and have unreasonable expectations regarding our authority, e.g. we don't do pavements – that's Bucks County Council via Transport for Bucks. I am happy to help report problems but people are equally as able to do that via the TfB website. We don't have authority over parking matters – that is the police – and so forth. I would like to take this opportunity to ask that people double check which council does what before they complain. This would also have the effect of making the clerk's time more cost-efficient.

Finally, next month's meeting will be preceded by the Annual Parish Meeting where different groups in the village are invited to attend and make a presentation or do a display. If anyone is involved with any groups who would like to be invited, please let me have the details.

16.033 Council

- i. Arrangements for Annual Parish Meeting and Annual Meeting of the Parish Council: The clerk explained that the APM is a meeting where village groups are invited to attend and give a presentation of their activities for the year, as well as the PC chairman to present the PC's achievements. Cllrs requested that the AMP is advertised as widely as possible on Parish Notice Boards and website explaining that it is for the public to make their voice heard and any groups or individuals are free to make representations. The AMPC is a formal meeting where the first order of business must be to elect a Chairman and then to approve council's standing orders, policies and processes for the year. These would both take place on May 4th 2016.
- ii. Representation at AVALC and on the Anthony Hall Committee: These were discussed and although there were no volunteers to attend the AVALC meetings, it was recommended that Cllr Tubb as PC chairman attend the Anthony Hall Committee.

16.034 Finance and Staff Committee

- i. Month-end report March 2016: The Clerk presented the month-end accounts. Receipts for March amounted to £1,902 and payments for the month stood at £7,539.99. As agreed by council, the invoices for March had been paid on March 31st in order to reconcile budgets to year-end. (appended)
- ii. Status of Budgets: The year-end balance was £29,867 - as expected. Although healthy, this still falls short of the NALC recommended guideline of 6-month worth of fixed costs. However, some £15,000 VAT was due to be refunded from S106 project payments as well as the grant from the Gib Lane fund to pay for one defibrillator. Both would now be received in the next financial year. The clerk felt that the process for re-calculating budgets throughout the year would be tighter in the coming year, with the assistance of the new accounting package.
- iii. Staff salary increases and holiday entitlements: The clerk and the assistant clerk were respectively due their annual and 6-month revue and qualified for salary increases of one increment on the NJC scale. This had been recommended by the F&S committee. Cllr Mooney also reported that due to volume of work, the clerks had not been able to take all their leave before March 31st and the F&S committee were recommending that contracts be amended to allow them to carry forward 5 days to the next financial year. Both matters were briefly discussed.

MOTION: To agree that staff salaries increase one increment on the NJC scale from 1st April, PROPOSED by Cllr Mooney, SECONDED by Cllr Hughes and AGREED.

MOTION: To agree that staff leave entitlement be carried over by 5 days, PROPOSED by Cllr Mooney, SECONDED by Cllr Eggesfield and AGREED.

16.35 Planning Committee:

- i. Cllr Read reported as follows from the planning meeting: -
 - Small Applications: 8 applications had been discussed and 6 had received 'No Objection'. 16/01003/COUSR Mason's Meadow would state a **caveat** whereby the committee did not want a precedent for storage buildings being converted to dwellings. 16/00411/APP would be **Objected** to on the grounds of proximity to 98 London Road.
 - Large Applications: 16/00780/AOP – to the rear of Aylesbury Road. This has been re-submitted by the developer and will be **Objected** to on the grounds of: traffic levels, access and infrastructure, with the committee's original comments still standing.
 - 16/00424/AOP Hampden Fields – although originally turned down by the Secretary of State due to the impact on the Aylesbury gyratory system, this had now been re-submitted. The Hampden Fields Action Group had commissioned a Traffic report which they would present to AVDC. This application would be **Objected** to on the grounds of: intrusion to open countryside, sustainability, transport and lack of infrastructure.
 - Re. Unauthorised Trading at Christmas Tree Field, AVDC had served a notice on the person responsible on environmental grounds, whereby there was to be no more burning that produced dark smoke. If breached this could result in a £20,000 fine. Re. disposal of waste, BCC's 'Stop Notice' had expired with activity still taking place and legal enforcement will now be pursued. Cllr Hughes stated there was no planning permission for all the signage, flags and other paraphernalia at this site.
- ii. Street Naming: Re. Brook Street/Persimmon Homes, AVDC and the developer had asked for suggestions and several were discussed. However, it was felt that to name new streets after residents may imply that the development was welcome. It was agreed that for future requests, any residents or relatives should be consulted first. It was then decided as follows:

MOTION: To agree that AVDC/Persimmon Homes be asked to select a name from the war memorial, PROPOSED by Cllr Eggesfield SECONDED by Cllr Hughes and AGREED. The Clerk would advise accordingly.

- iii. Neighbourhood Plan: The questionnaire is live online and the deadline has been extended to April 18th.
- iv. Traffic Survey: The committee will be commissioning a traffic assessment based on various traffic surveys already in existence, largely to assess negative effects of all the new developments. The Planning committee had assessed 3 proposals for this and were recommending Proposal 3, which was broken down into 3 parts/payments, the details of which were circulated. The clerk stated that the NHP budget had £4,400 in it for the year and would be swallowed up by the cost of this survey. However, the budget had not been used up last year and there should have been a balance carried over to the current year. The clerk suggested implementing Part 1 of the survey at a cost of £1500-£3000 and then re-assess after that.

MOTION: To agree that supplier no. 3 be commissioned to undertake Part 1 of the proposed traffic assessment, PROPOSED by Cllr Osborn, SECONDED by Cllr Ronson and AGREED.

16.36 Facilities Committee:

A. Sport and Recreation:

- i. Update: Cllr Wyatt reported that the skate ramps, picnic tables and play park equipment were all scheduled to be installed between the schools going back and half-term. There had been an issue with the play park project, resulting in increased costs to allow for continuity of surfacing between items. This would be discussed at the Facilities meeting on 20th April.
- ii. Queens 90th Birthday: The clerk stated that although the PC does not have the capacity to organise any events, it would be interested to hear from any groups in the village who may be holding an event, and if possible be able to help out with some funding.

B. Grounds Maintenance:

- i. Park – forthcoming works: The clerk outlined the plans for the year ahead: Widening and resurfacing the driveway using S106 money, repairs to Park View surfacing, 2 new dog bins, 2 new wheelie bins and relaunch of the youth club as a community facility.
- ii. Dog Matters: Cllr Ronson had collated the responses to the dog bin questionnaire. A disappointing 19 forms had been completed but popular locations were: the exit from the park opposite the coffee shop, somewhere on Stablebridge Road and near to the petrol station/vet surgery. It was decided to locate the new bins opposite the coffee shop on London Road and opposite the vets, subject to site visits. If money is available towards the end of the year, it may be possible to install one more. There had been a witness report of dog fouling in the park but the clerk had not been able to get any footage from the CCTV. She hoped to do so in time and it was agreed the clerk would find out how to go about issuing a fixed penalty.

C. Community Centre:

- i. Cafe: Cllr Comerford had asked the café for a breakdown of turnover for the 6 months to March 31st in order to calculate the balance of rent due.
- ii. The clerk explained that she had been approached for a permit for a fundraising event to take place in the park on 14th August 2016 but the organisers were already advertising the event widely. The cafe only had a provisional booking pending council's decision, although the organiser had told the clerk it was definitely booked. The activities being advertised would take up considerable space in the park and presented significant risk as well as logistical issues e.g. zorb balls, dance displays, bouncy castle, super slide and BBQ. The clerk stated that neither of the clerks has the time to organise the necessary documentation and organisation for overseeing such an event. It would also be necessary to determine if football training/matches were on that day. However, it was decided to invite the organiser to the next Facilities meeting and request that she bring documentation/evidence regarding insurance, risk management, committee structure, event management, ticketing and supervision. The **MOTION** would not yet be required until the above had been determined.
- iii. New Building: The Community Centre working party had met again and would now be researching sources of funding to source the £1.3 million needed. There was a need for immediate funds in order to appoint the architect.

Cllr Read opened up the floor for any further public questions: -

- It was pointed out that any catering provision for the proposed event on 14/8/16 would compete with the cafe; that it would be impossible to police the admittance arrangements and that there is no space in the car park already at weekends; far less in August.

16.037 Date of next Meeting

This will be held on May 4th 2016 at 7.30pm following the Annual Parish Meeting.

The meeting closed at 21.03pm

Signed Date

APPENDIX

Month-End Payments – March 2016

<u>Date</u>	<u>Company</u>	<u>For</u>	<u>Amount</u>	<u>VAT</u>	<u>Total</u>
19/02/2016	Jennifer Lampert Associates	Consultancy - NHP	£ 1,310.10	£ 262.02	£ 1,572.12
28/02/2016	Community Heartbeat	Defibrillators x 2	£ 4,015.00	£ 803.00	£ 4,818.00
29/02/2016	Community Heartbeat	Gold Membership Package	£ 850.00	£ 170.00	£ 1,020.00
01/03/2016	Buckland Landscapes	Fallen Tree Work - Quote 4418 (Sunny Brook Close)	£ 230.00	£ 46.00	£ 276.00
07/03/2016	E Sharp Electrical	External pathway lights - parish office	£ 290.48	£ 58.10	£ 348.58
10/03/2016	Sign Wizzard	New churchyard signs	£ 146.36	£ 29.27	£ 175.63
07/03/2016	Buckland Landscapes	Feb Site maintenance	£ 522.50	£ 104.50	£ 627.00
09/03/2016	Lock and Key	Spy hole - office door	£ 89.00	£ 17.80	£ 106.80
07/03/2016	Bucks CC	Legal fees -	£ 45.00	£ 9.00	£ 54.00
14/03/2016	Pelican Print	NHP Leaflets	£ 68.00	-	£ 68.00
07/03/2016	BALC/Eventbrite	GM audit training day	£ 32.09	-	£ 32.09
15/03/2016	Buckland Landscapes	Football pitch repair - quote 4420	£ 690.00	£ 138.00	£ 828.00
15/03/2016	Buckland Landscapes	Burying electric cable	£ 80.00	£ 16.00	£ 96.00
21/03/2016	Pelican Print	NHP Questionnaire	£ 733.00	£ 146.60	£ 879.60
23/03/2016	SLCC	1-day Training Course - EB	£ 95.00	£ 19.00	£ 114.00
					£
Totals			£ 9,196.53	£ 1,819.29	£ 11,015.82