

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

**Present:**

Councillors: -

L Tubb – Chairman

T Comerford

M Osborn

L Ronson

Absent: C Read

S Beaumont

J Eggesfield

P Hughes

P Wyatt

Clerk: G Merry

3 Members of the public

**16.60 Apologies:**

There were no apologies

**16.61 Declarations of Interest:**

There were no declarations of interest

**16.62 To Approve the Minutes of the Parish Council Meeting held on 1st June 2016.**

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

**16.63 Public Participation**

- i Re. the lamppost on Green End Street, opposite Ginger's Close the clerk reported back that the cost to reconnect the supply and replace the lamp would be approx. £435 for the LED light plus approx £800 to UKPN for reconnection. Cllr Comerford also reported back that a budget had been set aside for a rolling replacement programme for lampposts but priorities had not yet been set. He would look into it.

**16.64 Council**

- i. **Vacancies and Sabbatical:** There had been 3 applications for the current vacancy and a second vacancy would arise in August, as Cllr Beaumont would be stepping down prior to leaving the area. Cllr Mooney had advised he was taking a 3-month sabbatical and the council was currently in discussion with him.
- ii. **Committees:** It had been agreed to form a standing committee for the new Community Centre. Cllr Tubb had circulated Terms of Reference, which were amended by Cllr Comerford and then formally adopted. Committee membership would remain as Cllrs Tubb, Hughes, Osborn and Comerford. However, since Cllr Mooney had stepped down from all committees there was now a vacancy. Cllr Wyatt agreed to join this committee, seconded by Cllr Osborn and agreed. It was also agreed that Cllr Ronson would replace Cllr Mooney on the Finance Committee for the time being. No further changes would be agreed at this time and it was agreed to wait for the new co-opted members to join before further re-staffing committees.

**16.65 Clerk's Report**

*'This parish council set out a year ago to implement a series of park improvements, using S106 money and we are really pleased to stand back now and see the last of those improvements going in. It began with our new signs and then onto the new path, the overspill car park, the MUGA, the picnic*

areas and now finally the new skate ramp. Along the way, we also found enough money from grants to install a new children's play area for children of all abilities. We are open and ready for the summer holidays. Having a lovely park does come with its downside. We have had an increase in people wanting to hold events in the park, some of whom did not feel the need to tell us. For this reason we now have a policy of **no events without prior permission**, and a pre-event procedure with insurance checks etc. Permission is not guaranteed and must be applied for in advance. Groups such as Regiment fitness, Kiddikicks, Buggyfit and Cafe events all have permits. However, if there are other users who you suspect may not have permission, please let us know. There are implications for safety and insurance and only we have the overview of what else might be happening in the park.

Another effect is an increase in antisocial behaviour. We now have 6 incidents logged with the police, who know who the perpetrators are. We will be upgrading our CCTV by re-routing the broadband to improve the footage. I would urge any incidents to be reported to me with dates, times and descriptions. I would also like residents to understand that these incidents have a knock-on effect in increased costs to the council through clerk's time, administration and repair work. We feel we have done what we can to make the park and the village as pleasant as possible. It is up to everyone now to look after it.

In the parish office, I am running the accounts using the new software package which is still taking me time to work out but I'm confident will result in a smoother running of the finances. The assistant clerk spends her days logging new planning applications, liaising with planning officers and administering the NHP which is surprisingly time-consuming. We are following a project plan but various obstacles do crop up such as the VALP coming along and changes in government policy which may affect us into the future. Obtaining grants is of course fantastic but every penny has to be accounted for and evaluated, all of which is incredibly time consuming.

Just to close then there are some events coming up which everyone is invited to attend: 12/7/16 at 5pm there will be a defibrillator training/awareness session in the school, on Friday 29<sup>th</sup> July we are hosting the first of 2 Play Around the Parishes events in the park and will be piggy-backing onto that, the opening event for the new play park – probably from around 3pm. We are hoping to get press coverage for that and all are welcome to join us.

#### 16.66 Finance and Staff Committee

- i **1<sup>st</sup> Quarter Accounts** – June '16: The clerk had circulated the spreadsheets and handed-out hard copies. Receipts for quarter stood at £106,714 (53% of total budget) which included the first payment of the precept. Payments stood at £29,661 (17% of total budget). The clerk stated that although several projects were planned for the year, this situation was as it should be for the first quarter, with a 'wait and see' approach to further spending as the year progressed. The matter of turnover rent from the café was queried. Cllr Comerford confirmed that this is paid as a balancing payment quarterly and he would be meeting with the clerk to look at this account.
- ii **Invoices for Approval:** The clerk had circulated the O/S invoices to 30/6/16, as follows:

Date	Company	For	Amount	Vat	Total
06/05/2016	Robin H Perkins Ltd	Installation of posts for school defibrillator	£ 245.00	£ 49.00	£ 294.00
19/05/2016	Buckland Landscapes	Installation of 8 Picnic tables (discounted)	£ 5,895.00	£ 1,179.00	£ 7,074.00

				0	
			£	£	£
27/05/2016	Sign Wizzard ANM	Pond Signage	152.28	30.46	182.74
24/05/2016	Environmental Ltd	Service and wash down - Pump station	£	£	£
			190.00	38.00	228.00
				£	
31/05/2016	Caloo	MUGA Wall and court markings	£	1,471.0	£
			7,356.00	0	8,827.00
				£	
31/05/2016	Caloo	Installation of wet pour, path, shapes - play park	£	2,219.0	£
			11,097.00	0	13,316.00
				£	
31/05/2016	Caloo	Installation of new play equipment	£	5,600.0	£
	Buckland		28,000.00	0	33,600.00
01/06/2016	Landscapes	Site Maintenance - May	£	£	£
	Shaping		1,176.08	235.22	1,411.30
06/06/2016	Communities	Project Planning Meeting	£	£	£
	Buckland		170.00	-	170.00
09/06/2016	Landscapes	Trough and fountain	£	£	£
		Survey Analysis and	60.00	12.00	72.00
10/06/2016	People and Places	summary	£	£	£
	Buckland		1,570.00	314.00	1,884.00
20/06/2016	Landscapes	Footpath ACL10	£	£	£
		Presentation of survey	485.00	97.00	582.00
21/06/2016	People and Places	results	£	£	£
		No events and No ball	100.00	20.00	120.00
22/06/2016	Sign Wizzard	games signs	£	28.46	£
			142.32		170.78
23/06/2016	Uk Security group	Repairs of entry barrier	£	£	£
		Payroll Company - 1 year -	190.00	38.00	228.00
30/06/2016	BAS Associates	Sept 15-Sept 16	£	£	£
			390.00	78.00	468.00
30/06/2016	E McGoldrick	Bins, litter and Toilet clean	£	£	£
	Horwood and	Legal Work - Tenancy	195.00	-	195.00
31/05/2016	James	Agreement Cafe in Park	£	£	£
			840.00	-	840.00
<b>PAID</b>					
			£	£	£
01/06/2016	EON	Street Lighting	630.44	126.09	756.53
	Information				
03/06/2016	Commissioner's		£	£	£
	Office	Annual Membership	35.00	-	35.00
03/06/2016	BG	Monthly Plan	£	£	£
			74.10	3.90	78.00
17/06/2016	Amazon	Printer Ink	£	£	£
			28.32	5.66	33.98
14/06/2016	Greenfingers. Com	New Barrow	£	£	£
			83.32	16.67	99.99

The invoice for the installation of the picnic tables had been reduced by the cost of one installation, by the supplier. On this basis it was agreed it could be paid. The invoice for the new play park equipment was discussed, along with the fact that one swing was still missing. It was agreed this invoice would not be paid until the swing was installed and the project signed off by the inspector. The invoice for legal work re. the Café Tenancy Agreement was then discussed. It was agreed that although the service received had been less than satisfactory, the invoice was not excessive and it was agreed it could be paid. It was agreed that for any future legal work, the council would look elsewhere.

**MOTION:** To approve the payment of the invoices, with the exception of the 1 as above, PROPOSED by Cllr Hughes, SECONDED by Cllr Ronson and APPROVED.

- iii Assistant Clerk's Hours: The staffing sub-committee had met and agreed that the assistant clerk's hours were currently filled with her work on the NHP and the Planning Committee. In order to assist the clerk more, it had been agreed that her hours should increase to 15 per week. This would also largely regularise her overtime as she routinely works a 15-hour week anyway, but re-allocate her time to assisting the clerk with park and other village matters. The clerk also explained that there would be no budgetary impact as the extra hours were accounted for in the budget set at the start of the year.

**MOTION:** To agree to increase the assistant clerk's hours to 15 per week PROPOSED by Cllr Tubb, SECONDED by Cllr Ronson and AGREED.

**16.67 Planning Committee:** Cllr Comerford reported from the last planning meeting: -

**i. Small Applications:**

16/01291/APP – The Bungalow Green Park Stablebridge Road – Change of use from Class D1 (nursery) to Class C3 (residential). **ACPC Comments: No objection**

16/01206/APP – 94 London Rd – (Amended plans) Single storey, first floor & two storey rear extensions. **ACPC Comments: No objection on the grounds that the amended plans now addressed the concerns the parish council raised in its objection against the original plans.**

16/01777/APP – 2 Wenwell Close – Erection of rear conservatory . **ACPC Comments: No objection**

16/01925/APP – 2 Tompkins Close – Single rear extension. **ACPC Comments: No objection**

16/01439/APP – Aston Clinton Veterinary Ltd. 107 Raglan Aylesbury Road – Demolition of ground floor structure - replaced with traditional ground and first floor extension. **ACPC Comments: In support of this application and believe that the expansion will provide an overall benefit to the village.**

**ii. Large Applications:**

16/01774/AOP – Land off Chapel Drive – Outline application with access to be considered & all other matters reserved for residential development of 7 dwellings with access & associated works. **ACPC Comments: Objected on the grounds of loss of habitat, loss of landscape, consideration of the emerging VALP recommendation on housing for Aston Clinton, and unsustainability in terms of overburdening of local services including schools and medical provision.**

- iii. **Neighbourhood Plan:** Cllr Ronson reported that the NHP is progressing well and the next meeting, in August, would be to pull-together all the consultation data and being to formulate the plan.
- iv. **Traffic Survey:** Cllr Comerford reported that the decision had been taken to have traffic surveys carried-out in phases, of which phase 1 had been completed. Phases 2 & 3 could cost up to £8,650 but without them, any data from phase one would be meaningless as phase 1 only defined the parameters for phases 2 and 3. These would be designed to collate the actual data to then present to the planning authority. AVDC's Head of Planning had also indicated that findings from phase 1 carried no weight. Cllr Hughes queried her authority to dismiss the findings and suggested it would be better to engage with BCC's Highways division and submit evidence to them. Cllr Osborn queried how the traffic consultants had been engaged and it was confirmed they had been recommended by the NHP consultants. Cllr Eggesfield suggested that carrying out phases 2 & 3 would give the P.C. more evidence than AVDC themselves held. Cllr Hughes felt it would be essential for the success of the NHP but also to have the evidence to make a case against developers. Cllr Osborn felt that re-allocation of budgets would not have significant impact since grant money had been forthcoming to finish the play park.

**MOTION:** To agree to carry out parts 2 & 3 of the traffic survey for the NHP, PROPOSED by Cllr Ronson, SECONDED by Cllr Wyatt and AGREED. It was agreed that money would be re-allocated from the 'project wish-list' budget.

#### **16.68 Facilities Committee:**

- i **Grounds Maintenance:** The clerk was awaiting further quotes for the repair work needed in the park. The paving contractor was due to come back to flatten and seed the area and it was decided to wait until this had been carried out before contracting any further repair work. Buckland Landscapes had quoted to weed & feed the football pitch and it was agreed to get this done as soon as possible. Signage would be needed for a couple of days to warn the public. Cllr Tubb reported that the new information boards had been unveiled for the diverted watercourse which is now also a wildlife area.
- ii **Sport and Recreation:**
  - Football:** It had been agreed that the football permits would remain unchanged although the clubs had broken their terms by playing in June/July. The clerk agreed to issue the permits and ACFC had already paid. ACFC had promised the new dug outs would be installed by August 6<sup>th</sup>. Regiment Fitness had not followed the request to use the area by the Tennis Club and ACFC had not followed the request to use the Meadow pitch. The clerk would again chase both. Re. the damaged centre areas and goal mouths, it was agreed that the weed & feed treatment would address this adequately. Cllr Wyatt reported it would still be necessary to carry out repair work on the top corner by the changing rooms, in order to comply with league regulations. It was agreed to wait until the paving contractor had carried out their repairs before addressing this.
  - Park Other:** Cllr Ronson agreed to investigate whether an organised dog training group was using the park on Tuesday evenings.
  - Astonbury:** Cllr Tubb reported that several working party meetings had been held as well as a meeting with A.L.F. at Green Park, who would co-host the event. Camping would be at Green Park who would provide an events officer to work on marketing the event. A date of 19/8/17 had been agreed and the event would be one-day and small scale this first time. There would be one stage with mainly local acts and local businesses invited to take part. A committee would be

formed and Mr Ramsey had already agreed to chair it, bringing his wealth of experience in organising similar events. Cllr Tubb has the agreement of local band - the Dung Beetles - to play for free. There would be family events during the day and bands in the evening. The P.C. would need to financially support this inaugural event. The layout of the day was discussed and it was suggested the stage could go in the Meadow, with rides etc. closer to the top end. Cllr Eggesfield reminded all that the football season will have started and plenty of notice would need to be given to the FCs. Cllr Hughes felt there was nothing to lose by supporting the event and that it may well be successful. A business plan would be required.

**MOTION:** To discuss and agree to hold the Astonbury event, PROPOSED by Cllr Wyatt, SECONDED by Cllr Osborn and AGREED.

It was agreed to ask Mr Ramsey to secure 'Astonbury' as a domain name.

**16.69 Community Centre:**

Cllr Comerford reported the working party will be looking into borrowing options to plug the funding gap, before instructing architects. This will require full council approval and a meeting would be held the following week.

**Comments from the public: -**

A member of the public commented on the number of new developments in the village and the fact that AVDC seem to dismiss local concerns and objections. It was questioned how much weight the NHP will have. Cllr Tubb stated that the council agrees with the comments but feels strongly it must press on with its NHP as the only tool available to address the wave of developments. Cllr Hughes suggested the questioner contacts his district councillors to enquire how they are representing the residents in this area.

**16.70 Date of next meeting:** Wednesday 3rd August 2016 at 7.30pm

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