

Draft Minutes of the Meeting of Aston Clinton Parish Council - held on 7th
September 2016 at 7.30pm
at Aston Clinton Parish Meeting Room

Present:

Councillors: -

L Tubb – Chairman

T Comerford

L Ronson

M Mason

C Read

R Stewart

B Chapple (BCC/AVDC)

C Paternoster (AVDC)

Clerks: G Merry (Recording), E Barry

7 Members of the public

16.81 Apologies:

Apologies were received and accepted from Cllrs Osborn, Hughes, Wyatt and Eggesfield. Cllr Tubb announced that Cllr Mooney had resigned from the council.

16.82 Declarations of Interest:

There were no declarations of interest

16.83 To Approve the Minutes of the Parish Council Meeting held on 3rd August 2016.

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

16.84 Public Participation

- i. It was requested that minutes of parish council meetings are published sooner, albeit in draft form. The clerk advised that this was at her discretion and had in the past been concerned that members of the public had sought to have the minutes changed. She agreed to the request although noted that it was not a legal requirement.
- ii. It was requested that council respond to the reserved matters re. the Park Farm Planning Application (15/03627/AOP). Cllr Read explained that the PC can only have an input into reserved matters and carries no decision-making authority. It can have no influence on the issue of access. Cllr Read stated that the developer must prove to Bucks Highways that sight-lines must conform to legal requirements, and although the PC may object, this is often overruled by Highways. He confirmed that congestion will never be considered a factor in preventing a development. However, the PC has commissioned a traffic survey which is to be used as a tool from now on, to address the amount of developments in the village. Cllr Paternoster added that the full AVDC Planning committee do not normally hear reserved matters but she would be calling them all in for this application and will also be consulting with the PC on this and welcomed other applications to be brought to her attention.
- iii. It was questioned why the Park Farm application had not been objected to, on grounds of access and infrastructure. Cllr Read explained that the committee felt that it was perhaps the one area in the village where development could take place, as the current farm was unpleasant. The decision had been 'no objection' rather than one of support and the developer had also promised a pedestrian crossing. It was further stated that this development was adjacent to 3 listed buildings. However, Cllr Read confirmed that the AVDC officer in charge of listed buildings had not raised any objection.

- iv. Mr Garwood of Bucks CC introduced himself as Aston Clinton's Liaison Officer on the Local Area Forum. His job is to promote local priorities and streamline them, where possible, with BCC's priorities. There was discussion as to the role of the LAF and Cllr Chapple confirmed the next meeting will be on 22/9/16 at Buckland Village Hall 7-9pm.

16.85 Council

- i. A new councillor had been approved and was asked to join the table.

MOTION: To agree to the co-option of Marion Mason onto council, PROPOSED by Cllr Ronson, SECONDED by Cllr Comerford and AGREED. Cllr Mason signed declaration forms and submitted them to the clerk.

- ii. Co-option Policy: Cllr Tubb stated that council had been discussing the need for a co-option procedure and asked for views. Cllr Comerford felt this would not only give the council peace of mind but would demonstrate due process and accountability to the public. The 2 new councillors indicated that they would not have objected to a more rigorous process. It was decided initially to ask applicants to complete a simple application form, to be followed-up with 2 personal references. There would be an option to interview applicants if necessary and this would also help to address the issue of any applicants who may never have worked and would not have a work-based CV. Cllr Tubb offered to draft an application form to be circulated for approval.

- iii. Committee Membership: It was discussed and agreed as follows: -

- Cllr Read will join the Facilities Committee
- Cllr Stewart will join the Sports and Recreation Committee
- Cllr Mason will join the Planning Committee
- Cllrs Stewart and Mason will join the NHP sub-committee

Cllr Tubb requested volunteers for the Finance and Staff Committee and there being no takers, everyone agreed to give this some consideration. (After note: Cllr Stewart has agreed to join the Staffing Sub-committee)

- iv. Adoption of I.C.O. Model Publication Scheme: Cllr Tubb reported that this is a standard document usually adopted by local councils and works in conjunction with the Data Protection Policy. This had been circulated before the meeting and there were no questions.

MOTION: To agree to adopt the ICO Model Publication Scheme, PROPOSED by Cllr Ronson, SECONDED By Cllr Comerford and AGREED

- v. Reports from External Bodies: There were no reports this month

16.86 Clerk's Report

'The summer holidays were very successful and the park was full every day, with visitors from miles around. The main issues are wear and tear on some of the equipment which we are currently addressing, and also lack of parking spaces which will be an ongoing issue for the council. 'Play Around the Parishes' was very successful and on the second one, we had to open up the Meadow pitch, where we ended up parking about 60 cars. This event is really appreciated by local people.

Now we need to look ahead to the autumn and winter. Chris Ronson has finished the work to the south of the new pathway and around the all weather pitch. We need to monitor the condition of the track going down to the skatepark and also football pitch usage, to determine what else may need to be done.

We will be taking over the organisation of Remembrance Sunday this year, along with the British Legion. They have requested that all councillors attend this event at the war memorial from 10.30 on Sunday November 13th, and afterwards in the church. We are also looking forward to doing the Christmas float this year and this will be discussed at the next facilities committee meeting. We now have a brand new P.A. system which operates from an iPod and this will also be used for Remembrance Sunday.

We are going into a period of planning for next year, ready for the budget agreement in November and precept demand in December. The focus also shifts now to the final stages of the NHP which still represents our best chance of addressing the wave of developments currently overwhelming the village. 2 public consultation events will be taking place in September and October in the Anthony Hall and we urge all councillors and all residents of the village to attend. We are also in talks with BCC Senior infrastructure officers about how to address S106 negotiations with developers, early in the process, to negotiate for what we as a village need. Well done to the assistant clerk for promoting our involvement in this process and please all try to make yourselves available for that workshop when it does happen.'

16.87 Finance and Staff Committee

- i **Accounts:** The clerk had circulated the accounts to 31/8/16 and handed-out hard copies. Receipts to-date stood at £157,970 (79% of total budget) and payments stood at £107,034 (60% of total budget). There were no further queries.
- ii **Invoices for Approval:** The clerk had circulated the O/S invoices to 31/8/16, as follows:

Outstanding Invoices to August 31st 2016

Date	Company	For	Amount	Vat	Total
18/07/2016	Gravity Engineering	Skate Ramp	£ 25,000.00	£ 5,000.00	£ 30,000.00
31/07/2016	Witney Plant Hire	2 x machines 1 week	£ 525.00	£ 105.00	£ 630.00
01/08/2016	Witney Plant Hire	2 x machine - 1 day	£ 130.00	£ 26.00	£ 156.00
04/08/2016	Buckland Landscapes	Monthly site maintenance	£ 1,176.08	£ 235.22	£ 1,411.30
08/08/2016	Mazars	External Audit Service	£ 825.00	£ 165.00	£ 990.00
09/08/2016	E Sharp Electrical	Roseberry road and overstrand - replacements	£ 148.90	£ 29.78	£ 178.68
12/08/2016	AVDC	2 x Play Around the Parishes	£ 620.00	-	£ 620.00
15/08/2016	Broxap	Replacement table top	£	£	£

			245.95	49.19	295.14
22/08/2016	The Odd Job Man	Repair to Hogs Back	£	£	£
			75.00	15.00	90.00
23/08/2016	Shaping Communities	Meeting and event planning	£	£	£
			116.40	-	116.40
24/08/2016	J Lampert	NHP Consultancy	£	£	£
			200.00	40.00	240.00
24/08/2016	Sure 2 Door	Leaflet deliveries	£	£	£
			55.88	11.18	67.06
25/08/2016	Sign Wizzard	Small signs for picnic tables	£	£	£
			74.80	14.96	89.76
31/08/2016	E McGoldrick	Bins and toilet	£	£	£
			370.00	-	370.00
31/08/2016	Pelican Print	NHP Leaflets	£	£	£
			68.00		68.00
<u>Direct Debits - gone out</u>					
01/08/2016	EON	Street Lighting - village	£	£	£
			630.44	126.09	756.53
03/08/2016	British Gas	Parish Office/youth club	63	£	£
				-	63.00
03/08/2016	British Gas	New car park lighting	£	£	£
			36.01	1.80	37.81
August	Barclays Bank	Charges for bounced chq	£		£
			4.00		4.00
08/08/2016	BT	Quarterly Bill	£	£	£
			139.97	27.99	167.96
02/08/2016	AVDC	Eurobins - quarterly	£		£
			520.40		520.40
05/08/2016	PWLB	Mortgage - twice yearly	1990.54		£
					1,990.54

Cllr Tubb reported that although the Gravity invoice had been approved in principle, it had since come to light that there was an issue with water pooling in the new half pipe. Gravity had inspected it and stated that providing the water was no more than 5mm in depth, this would meet the Rospa standards. Cllr Stewart had inspected it several times during rain, measured and photographed the puddle and it was clearly more than 5mm deep. It was decided that Gravity would be asked to rectify this before the invoice was paid.

MOTION: To approve the payment of the invoices, with the exception of the Gravity Skateparks invoice, PROPOSED by Cllr Stewart, SECONDED by Cllr Ronson and APPROVED.

- iii **Budget Situation:** The clerk explained that it had become necessary to review budgets and that setting budgets before the financial year was always a best guess. Both the 'Park Ad Hoc' Budget and the NHP Budgets were over spending and it was necessary to make virements from other budgets. £2825 would need to be moved from 'Park Planned' to 'Park Ad hoc' as the 'Planned' budget was set to come in under budget and was unlikely to vary. The NHP would overspend but had been identified as an important priority and the only tool available to fight the wave of developments hitting the village. The traffic surveys had been necessary and were already proving useful in supplying data at county level. The virement for this would need to be £6,500 and would come from the 'wish list' budget of projects which were not necessities.

MOTION: To agree the recommended virements between budgets to enable increases in the 'Park ad hoc' budget and NHP budget, PROPOSED by Cllr Read, SECONDED by Cllr Tubb and AGREED.

- iv Level of Financial Reserve: It was agreed to defer this matter until the next meeting due to the absence of Cllrs Hughes and Osborne.

16.88 Planning Committee: Cllr Read reported from the last planning meeting: -

- i. **Small Applications:** The following had been APPROVED:
16/02457/APP – 12 Weston Road – Single storey rear extension
16/02711/APP – 4 The Close Upper Icknield Way – Two storey side extension
Large Scale Applications:
16/02476/ADP – 95 dwellings, rear of Green End Street – This had come to the committee as 'Reserved Matters' and the committee had OBJECTED to the existing footpath being incorporated into the development
16/00319/APP – Erection of warehouses at College Road North – NO OBJECTION
16/00033/REF – 15/02134/AOP – 85 dwellings College Road South – This had originally been turned down and after submitting an appeal, the developer then submitted another application for the same development. The OBJECTION had been reiterated.
16/00052/REF: 4 dwellings at Old Rectory Farm – this was under appeal and the outcome awaited.
Traffic Survey: This was now complete and had been submitted to BCC who had responded positively to the findings. The recommendations would be incorporated into the NHP and the full report would be posted on the NHP website shortly. Cllr Chapple (BCC) stated that BCC are in agreement with the survey's recommendations and it is of a sound basis He felt it was well worth the cost.
- ii. **NHP:** 2 consultation events were currently being promoted: Wednesday 28th September 6-9pm and Saturday 1st October 10am-1pm, at the Anthony Hall. It is imperative now that the views of the village are submitted and all residents were urged to attend. Mailshots are going out to every household, along with posters around the village, as well as formal invites.
- iii. **VALP:** Cllr Read had sent a response on behalf of the PC and incorporated the traffic survey findings. He did not feel the issue of impact on the gyratory system, of the previous Hampden Fields application, had been addressed. Re. 'Woodlands', Cllr Paternoster stated that Woodlands is planned to be built on a flood plain and the authority is awaiting the environmental impact report from the E.A. as to whether it can be built at all. The proposed Eastern Link Road is dependent on 'Woodlands' being built.

16.89 Facilities Committee:

1. Grounds Maintenance

- i. **Update:** Cllr Ronson reported the track from the Cafe to the skate park has now been flattened ready for seeding. She requested that the contractors cut the park/pitches higher or leave for a week as the grass is currently too short.
- ii. **Drains:** The PC had paid for a report into the problem of blocked drains and it had been confirmed that blockages were coming from the Bowls Club end. However, the PC also needed to address a collapsed chamber adjacent to the parish office and clerk had started to obtain quotes.
- iii. **By-laws:** Cllr Tubb had drafted new by-laws based on the government recommended model, and had circulated these to councillors. Cllr Comerford raised the issue of drones being used in the park, putting the public at risk. It was suggested that a height restriction of 70 feet

should be imposed. Cllr Mason asked why the matter of dog fouling had not been included. Cllr Tubb confirmed this was covered elsewhere in law but the inclusion of a maximum of 3 dogs off the lead would help to address dog fouling.

MOTION: To approve the proposed by-laws to progress to the next legal stage required, PROPOSED by Cllr Tubb, SECONDED By Cllr Ronson and AGREED.

School Clock: The school had not had any confirmation from BCC when the roof repairs might take place and it had been decided to investigate hiring a cherry picker to remove the school clock for repair ourselves. Cllr Wyatt had found a very competitive price at £124 +VAT per day. For 2 days (remove and then reinstall after repair) would mean the total repair bill would be covered by the £4000 grant offered by Lord Rothschild.

2. Sport and Recreation:

- i. **Update:** A football meeting had been requested by ACFC to address certain issues, including timeframes for out-of-season pitch recovery. Astonbury was progressing well. Cllr Tubb reported the committee had already secured £2000 of sponsorship and 1 band had offered to play for free. The event would take place on 19/8/17 and would coincide with the Horticultural show, making it a real village event.
- ii. **Wish List:** It was suggested that with increased wear and tear on the facilities and some unforeseen expenses e.g. the collapsed drain etc, it would be better to wait until later on in the year to see what, if anything, from the wish list could be afforded.
- iii. **Gib Lane Fund:** The clerk had circulated details of the Gib Lane Community Fund and advised that £2,900 was available for Aston Clinton projects but the annual deadline was September 19th. The following were suggested: -
 - Increasing the CCTV coverage
 - Replacing the 'witches hat' in the play park
 - Supporting a church application towards replacing their stolen roofThe clerk reiterated that the deadline for applications is 19th September and she asked for councillors to come up with proposals.
- iv. **S106 Monies:** £25,000 from 16/01774/AOP and £304,729 from 15/03786/AOP were available to allocate to suitable projects. The clerk had discussed with the AVDC officer the fact that 5 x S106 amounts had already been allocated to the new community centre but without any guarantee that the money would materialise. He had advised that the PC could still allocate towards the community centre if 'either/or' projects were included in the wording. It had previously been recommended by the Facilities committee that the smaller amount be allocated towards the allotments project and refurbishment of the Aubrey Molique trough/fountain.

MOTION: To agree that £25,000 from 16/01774/AOP should be allocated to the allotment project and the Aubrey Molique fountain/trough, and the £304,729 from 15/03786/AOP should be allocated to the community centre (with recommended wording), PROPOSED By Cllr Tubb, SECONDED by Cllr Comerford and AGREED.

- v. **Churchill Hall:** LT reported that the football club have their alcohol license and to-date have been complying with the terms of their lease. They had requested permission to store beer, in barrels only, in a locked cupboard on site, to which both the youth club and the PC would have access. Although councillors expressed concern, there was

general agreement that providing the cupboard was locked outside of agreed serving hours, and all other conditions were met, there would be no objection.

MOTION: To agree to the FC's request under the above conditions, PROPOSED By Cllr Tubb, SECONDED By Cllr Read and AGREED.

3. Community Centre:

Cllr Comerford stated that the above S106 £304,729, if it transpired, would make a significant difference as the shortfall would be reduced to approx £1 million, and this could make borrowing more viable. A consultation/exhibition is planned to be held in the Cafe during October half-term and Cllr Comerford will arrange to meet with the cafe managers. He was hoping to move forward within the next 2 months on funding.

Comments from the public: -

- i. A member of the public advised that the council's insurance company will advise on the type of lock required for a cupboard containing alcohol.
- ii. It was stated that re. public rights of way at the new development on Green End Street, the developer had done a decent job of reinstating the footpaths. Cllr Read offered to assess this.
- iii. Cllr Chapple enquired whether any funding applications could be directed towards the church roof fund. Cllr Tubb advised that the church have a 'Just Giving' fund set-up and she would look into this.
- iv. Dates for the forthcoming CIL/S106/transport infrastructure workshop were discussed and Tuesday 20th Sept. was arranged with the BCC officer (TBC).

16.89 Date of next meeting: Wednesday 5th October 2016 at 7.30pm

Signed Date