

Minutes of the Meeting of Aston Clinton Parish Council - held on 2nd November 2016 at 7.30pm, at Aston Clinton Parish Meeting Room

Present:

Councillors: -

L Tubb – Chairman

T Comerford

M Osborn

L Ronson

M Mason

R Stewart

J Eggesfield

C Read

P Wyatt

Absent: P Hughes

C Paternoster - AVDC

Clerks: G Merry (recording), E Barry

10 Members of the public

16.101 Apologies:

There were no apologies

16.102 Declarations of Interest:

There were no declarations

16.103 To Approve the Minutes of the Parish Council Meeting held on 5th October 2016.

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

16.104 Public Participation

- i Concern was expressed about the amount of developments being passed for the Green End Street/Chapel Drive area and the potential increase in traffic. Cllr Read reported that the consultant currently working with the council, had not predicted this would be the case. However, the recent 'Ginger's Farm' application for 250 houses could tip the balance.
- ii Concern was expressed for the same area over road safety, especially at school commute times, if all proposed houses are built. Cllr Read advised that once the houses are built, it is planned that school places will no longer be made available to out-of-catchment children and this should reduce driving into and out of the area.

16.105 Council

- i **Councillor Vacancy:** Co-option was now possible as no election had been requested. The vacancy was being advertised and there had been 2 tentative enquiries. The clerk asked councillors and members of the public to 'network' the vacancy.
- ii **Councillor Recruitment Policy:** Cllr Tubb had circulated a suggested policy in the form of 2 stages: The first would be an informal conversation with herself and the clerk. The second would be a more formal interview with 2-3 councillors, plus the submission of a CV/application form. This would be followed by a decision and then invitation to join where applicable. It was discussed and agreed that the second stage would ideally be with just 2 councillors and different from the first. This was important to ensure non-prejudicial access. Cllr Tubb agreed to amend the policy and on this basis it was approved.
- iii **Links to external Organisations:**
 - Local Area Forum: Cllr Mason reported that herself and Cllr Ronson had attended the LAF, chaired by Cllr Bill Chapple and comprising parish councils in the area, Transport for Bucks, AVDC, BCC, Thames Valley Police and other local organisations. The agendas/minutes are published on the BCC website. A useful link had been made with the local area technician from Tfb. TVP's report had mentioned the increase in anti-social behaviour in Aston Clinton.

- Councillor Training: Cllrs Stewart and Mason had attended the BALC councillor induction Day and found it extremely useful. Cllr Stewart reported on this where it had been emphasised that councillors are not volunteers but holders of public office. ACPC was felt to be fully compliant with current legal practise except for perhaps needing a social media and email policy. Cllr Wyatt reported that himself and Cllr Ronson had attended the BALC Chairmanship course and find it to also extremely useful.
- Transport for Bucks Conference: Cllr Stewart reported that herself and the Clerk had attended this with presentations given on flood prevention and water on the highway, pot hole damage and surfacing, capital investment programmes, LED lighting roll-out programme and streetworks. It had been useful to establish links and to gain greater understanding of which organisations perform what roles.

16.106 Clerk's Report

"The parish council is currently finishing off grounds restoration work in the park and footpaths in the village, ready for the winter season. We are also finalising the neighbourhood plan and devising plans for the year ahead. The park now closes at 9pm.

On Remembrance Sunday –13/11/16 - the main road will be closed between Church Lane and the roundabout by the shell garage between 10.45 and 11.15am. We hope residents will join us at the war memorial for the Act of Remembrance at 11am and afterwards in the church. Motorists are asked to find alternative routes for that half hour.

Father Christmas will be visiting Aston Clinton on 18/12/16 between 2pm and 8.30pm. The route is slightly changed this year, in order to visit more houses, ending up at an event in 'Your Cafe in the Park', to which everyone is invited. There will be stopping points along the route to allow children to catch up, who may have missed the sleigh, or whose roads are too tricky for Santa to drive down. Collection will be provided again this year by the Parish Council, the Scouts and the Guides with the proceeds from the collection split between local causes. I am happy to report that the guides have said that they would like their portion this year to go to Ollie Gardiner's fund. (After note: the scouts have agreed same).

This is the time of year the Parish Council sets its budget for next year which forms the basis of the precept. We don't yet know if there will be an increase. However, we do know of many threats to our funding, including devolution of local services whereby in 3 years time, there will be no more money from the county council to pay for grass cutting. There is the likelihood of unitary authority status in the coming years with more duties falling to the parishes. We also have a long-identified commitment to build a new community centre for our growing village, equipped to meet the needs of the 21st century. With a cost of over £2million, even through fundraising, grants, sponsorship and borrowing, there will need to be some parish contribution towards this amazing project. The Parish Council tries it's utmost to give value for money and its portion of the council tax bill amounts to just 5%. For this the village gets: -

- *Street Lighting paid for and maintained*
- *A park – maintained and upgraded*
- *New leisure facilities: paths, cafe, MUGA, picnic site, skate ramps, play equipment*
- *A planned new Community Centre*
- *Allotments*
- *A formal Neighbourhood Plan with legal recognition*

- A pro-active planning committee who review every planning application (and in many cases, formulate objections to present to the planning authority - AVDC)
- Grounds maintenance: cutting, mowing, pruning, felling, repairs to the Park, Churchyard and rights of way.
- Wheelie bins and park litter bins: emptying with additional ones this year
- Dog bins: emptying, sanitation and this year new ones
- Administration of burials
- 11 very proactive councillors (unpaid)

All achieved with just 2 part-time members of staff.

16.107 Finance and Staff Committee

- i **Financial Situation Oct '16:** The Clerk presented the month-end accounts for October. These showed a total income for the year to-date as £275,781 and the total expenditure as £153,557. The second instalment of the precept had been received.
- ii **Payments to be agreed:** The clerk had circulated the list of outstanding invoices as follows:

Date	Company	For	Amount £	Vat £	Total £	
18/07/2016	Gravity Engineering	Skate Ramp	8000?	2000?	10000.00	Balance
27/06/2016	ANM Environmental	Drainage camera survey	150.00	30.00	180.00	
21/09/2016	ANM Environmental	Call out to pump fault	75.00	15.00	90.00	
03/10/2016	Buckland Landscapes	Sept Site Maintenance	1176.08	235.22	1411.30	
04/10/2016	Buckland Landscapes	ACL8 Quote No 4648	210.00	42.00	252.00	
05/10/2016	Viking	Stationery	51.88	10.38	62.26	
10/10/2016	Sign Wizzard	Park closure signs	49.32	9.86	59.18	
11/10/2016	Buckland Landscapes	Weed and Feed pitches Quote 4543	2080.00	416.00	2496.00	
13/10/2016	Safe and Sound Playgrounds	Repairs to witches hat	188.00	37.60	225.60	
21/10/2016	E Sharp Electrical	Replace faulty handrier in cafe	187.30	37.46	224.76	
31/10/2016	E McGoldrick	Bins and Toilets - Oct	180.00		180.00	
31/10/2016	M&J Welding	Playpark Fence and Gate Repairs	150.00	30.00	180.00	
DD's						
23/10/2016	BT	Quarterly Bill	172.35	34.47	206.82	
11/10/2016	EON	Street Lighting	704.27	140.85	845.12	

The outstanding balance to Gravity skateparks would continue to be withheld until completion of the remedial work. There was a query over who would be liable to pay the invoice for the replacement hand-drier on the café. There was discussion over the terms of the Tenancy Agreement, and which party was responsible for all internal fixtures. It was felt this would be resolved in a forthcoming meeting with the Café.

MOTION: To approve the payment of the invoices, PROPOSED by Cllr Ronson, SECONDED by Cllr Eggesfield and APPROVED.

- iii **Status of Budgets:** Budgets were broadly on target with 138% of income received with 87% of expenditure spent, although the receipts figure was skewed by S106 money received and currently held in reserve. All budgetary areas were approximately the correct % of expenditure/income for month 7.
- iv **Budget Forecasting 2017-18:** The clerk advised she had completed the first draft of the budget. This included £45,000 for the community centre, £25,000 for the grounds contract, £5000 for Astonbury and £10,000 for the traffic scheme – all as advised by the various committees. It did not include anything for park items, as it was likely there would be s106 amounts available for this. It also did not include anything for devolved services although the indications were that there would need to be incremental increases for this over the next 3 years when BCC money will end. The clerk was working toward an understanding of the true cost of grass cutting in the village (i.e. if done by a private company) to enable a figure to be costed into the budget. The clerk confirmed a draft budget would be circulated before the next meeting.
- v **Local Government Finance Proposal:** Cllr Osborn had analysed the proposal and circulated a summary document. The proposal included Government plans to cap parish council precept demands at 2%, yet did not take into account the increasing amounts of services parish councils were likely to have to deliver. Although the proposals only affected councils with precepts at £500,000 or more, there was a possibility that if all the houses planned for Aston Clinton are built, this council could go over the threshold. It was generally agreed it would be prudent to build contingency into the precept demand to cover this eventuality.

16.108 Planning Committee: Cllr Comerford reported from the last planning meeting as follows: -

- i **Small Applications:** 16/03684/APP – Land Adj. To Masons Meadow Aylesbury Road: No objection. 16/03287/COUAF – O’Callaghans Aylesbury Road – this had been objected to although the application had since been withdrawn.
Large Applications – 16/02968/ADP – Land North Of Brook Farm Brook Street – the committee had met the developer to discuss ‘reserved matters’ and put forward a list of amendments which the developer seemed willing to implement, although this was yet to be confirmed. Ginger’s Farm – up to 250 houses were being proposed with access via Chapel Drive. The committee’s absolute objection was stated and residents were urged to upload their own comments to the website. Buckland Road – the committee had discussed this and the meeting has also been attended by representatives of Buckland Parish Council.
NHP: The assistant clerk reported that feedback from the November public consultations was being collated with a view to incorporating into the plan. The next public consultation event would take place on Saturday December 3rd at the parish council office and would coincide with the launch event for the new community centre with a display in the Café in the Park
- ii **Traffic Survey:** Cllr Read reported that public comments from the November consultation had been fed back to the traffic consultants who were refining the plan accordingly. The various traffic calming measures had in some cases divided resident’s opinions and this was being considered. Cllr Read reported that the finished plan would still need to be agreed by Bucks CC Highways and legal departments and the money may still not be made available. The exits from both Brook Street and Twitchell Lane onto the main road, during the morning rush hour was discussed. It was asked whether the clerk could ask the local PCSOs to oversee this. She responded that she is regular contact with the PCSOs but they cannot work to order. She would however pass on this issue.

16.109 Facilities Committee:

The clerk mentioned there had been 4 applications to the Gib lane Fund, from Aston Clinton organisations and the parish council had been asked to state which they supported. She felt this was

flawed, since not only was the PC itself an applicant but it should not be asked to support one worthwhile cause over another. She felt the only response was to state that all applications were supported equally.

1. Grounds Maintenance Sub-Committee:

- i **Update:** Cllr Ronson felt the clerk had covered the update in her report.
- ii **ITT:** Cllr Ronson had met with both Buckland Landscapes and a working party of herself and Cllr Read to formulate the ITT for next year. This was still being fine-tuned ready for distribution/tendering in the New Year
- iii **School Clock:** An initial scaffolding quote had been received at £1850 taking the total cost including clock repairs to £5350. This exceeded the grant offered by Lord Rothschild and the project seemed even less viable at this time. Cllr Comerford suggested that if there was money left in the budget towards the end of the year, the PC could make up the shortfall and this would be a worthwhile expense. The clerk agreed and would feedback later in the year.
- iv **Footpaths:** The internal village footpaths had been assigned for a final trim for the season and a quote of £440 received. This was felt to be very reasonable and the work would be authorised.
- v **Lampposts:** There was £13,475 in the budget this year for lamppost replacement. Cllr Comerford had been working with the preferred electrical contractor on an LED roll-out programme and Green End Street/Brook Street would be switched over first, at a cost of £8970. This left £4505 for the column replacement programme and would be sufficient for 3-4 columns to be upgraded this year. Cllr Comerford was in the process of obtaining quotes and assessing the priority for replacement. It was discussed that the EON bill for the street lighting had already gone up and that switching to LED lamps would result in energy savings.

MOTION: To agree the budget allocation for the remainder of the year, as above, PROPOSED by Cllr Comerford, SECONDED By Cllr Read and AGREED.

2. Sport and Recreation Sub-Committee:

- i **Football:** Cllr Wyatt reported that no update had been received from ACFC re. the ground sockets but the Colts had agreed to reinstate the lower pitch, and this was awaited
- ii **Skatepark:** Cllr Tubb was overseeing the repair work and the entire base was being replaced. Progress was slow but thorough and it was hoped would be completed within the next 2 weeks.
- iii **Park Permits:** There had been an enquiry from a new fitness trainer to hold bootcamp sessions in the park. Cllr Tubb had sent her the Risk Assessment forms but had not received a response. There was some debate as to whether more fitness companies are desirable in the park and this would be debated in the event of the application being received.
- iv **Churchill Hall/Youth Club:** A risk assessment on the new furniture had concluded it was not safe enough for children. It was still hoped to open some form of youth café in January. Cllr Tubb was taking the child safeguarding course but there was an urgent need for more volunteers.
- v **Events:**
 - **Remembrance Sunday (13/11/16):** The clerk needed 1 more marshal for the closed roads. However, with councillors needing to be at the ceremony and no forthcoming volunteers, Cllr Comerford offered to contact the RAF and ask for volunteers. The clerk requested that whoever volunteers, they contact her regarding the arrangements.
 - **Santa Float (18/12/16):** Cllr Ronson had obtained an offer from Dayla to drive Santa's sleigh but the bigger truck would need more decorations to cover it. Mr Mason would be asked to donate Christmas trees. A new route had been devised and would be

published in Village Life, on social media and on the website, with approximate timings. Donations would continue to be divided equally between the guides, the scouts and the Rennie Grove Hospice charity.

- **Astonbury (19/8/17):** The committee would shortly be meeting with the organisers of the 'Wendover Celebrates' event and Cllr Tubb now had a sponsorship pack available.

16.110 Community Centre Committee:

Cllr Comerford reported that there was an approximate £800,000 shortfall in the funding at present. £45,000 had been allocated to next year's budget to take the project through to and beyond the planning application stage. This is planned for the earlier part of the year with a possible start to the build in early 2018. There will be a public exhibition of plans in the Café for the 1st 2 weeks in December, with councillors available at the launch on Saturday 3rd December. The public will be asked to leave comments in a book.

Date of next meeting: Wednesday 7th December 2016 (time TBC)

Signed Date