

Aston Clinton Parish Council  
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You are summoned to attend a **Meeting of the Parish Council** on  
Wednesday 5<sup>th</sup> February 2020 at 7pm at the Aston Clinton Parish Meeting  
Room, London Road, Aston Clinton, HP22 5HL

## **AGENDA**

It will be RESOLVED that due to the confidential nature of the business to be transacted, the press and public will be excluded from this meeting, under the Public Bodies (Admission to Meetings) Act 1960, for item 20.18.(vii) of the agenda.

### **20.12 Apologies**

**20.13 Declarations of Interest:** For councillors to declare any personal and/or prejudicial interest in items on the agenda

### **20.14 To approve the minutes of the Parish Council meeting held on 8<sup>th</sup> January**

### **20.15 Public Participation:**

For members of the public to ask questions and raise any issues on items included on the agenda. Public Participation should be for a period of no longer than 15 minutes, each person shall not speak for more than 5 minutes. This section of the meeting is not required by law to be minuted.

### **20.16 Council:**

- i. Reports from external bodies
- ii. Unitary Authority
- iii. BTC Community Boards Letter to Martin Tett

### **20.17 Clerk's Report**

### **20.18 Finance and Staff Committee**

- i. Month-end Accounts & Budget Status
- ii. Community Centre
  - Contract Sum forecast
  - Income/Expenditure
  - Cash flow/schedule of payments
- iii. Bank Mandate  
**MOTION:** to agree authorised signatories as recommended by the F&S Committee
- iv. Internal Auditors  
**MOTION:** to agree appointment of Internal Auditors as recommended by the F&S Committee
- v. Risk Register  
**MOTION:** to approve the updated risk register as recommended by the F&S Committee
- vi. Members Allowance  
**MOTION:** to agree Christmas meal to be paid from Members Allowances budget, to include Councillors and Members of staff, starting 2020

- vii. Staffing Sub Committee (to be discussed at the end of the meeting)  
MOTION: to agree recommendations of the Staffing sub Committee
  - viii. Any payments to be agreed
- MOTION:** To approve the payment of outstanding invoices

**20.19 Planning Committee:**

- i. Planning Committee report

**20.20 Facilities Committee**

- i. Reports from the Committee
- ii. BG Fitness – update & contract conditions  
**MOTION:** to agree contract conditions for BG Fitness
- iii. To discuss and agree next steps re London Road near bus stop  
**MOTION:** to agree next steps re London Road near bus stop
- iv. Poplar Tree donation & planting in the park  
**MOTION:** to agree Horticultural Society offer of Poplar trees including planting and nurturing
- v. Football pitches
- vi. Events
  - Colts Tournament  
**MOTION:** to agree to a full 2 day event this year
  - Other events

**20.21 Community Centre Committee**

- i. Reports from the Committee
- ii. Delegated Authority Decision on cladding
- iii. Trenching for Services  
**MOTION:** To approve trenching costs for services, to come out of builder's contingency  
**MOTION:** To approve removal and replacement of trees along park driveway for trenching  
**MOTION:** To approve quote for removal and replacement of trees along park driveway

**20.22 Date of next meeting**

*Elaine Barry*  
Parish Clerk  
31/01/20

**THE PRESS AND PUBLIC ARE WELCOME TO ATTEND ANY MEETINGS**