

DRAFT MINUTES

2021/29



ASHENDON PARISH COUNCIL
Draft Minutes of Parish Council Meeting
held in the Village Hall.
Monday 15th November 2021 at 8.00pm

PRESENT:

Councillors: Sian Miller (**SM**), Fiona Jacob (**FJ**), Les Cutis (**LC**), Mark Wakeling (**MW**), Venetia Davies (Clerk and RFO).

Parishioners: There were two Parishioners present.

Parishioners Question Time

There were no questions.

1. Apologies

Chris Rand (**CR**).

2. Approval of Minutes – Monday 20th September 2021

The Draft Minutes of the September meeting were accepted as a true record and signed by Chairman Sian Miller.

3. Matters Arising

Bucks Councillors. ACTION: AW to forward details of Christmas Float – 16th December at 7.30pm.

4. Declarations of Interest

There were no interests declared.

5. Contributions from Buckinghamshire Councillors.

There were no contributions. The condition of the road from Pollicott to Winchendon has deteriorated considerably and is thought to be beyond patching. Safety concerns were expressed, especially if there is a hard winter. **ACTION: CLERK to bring to the attention of Councillors.** SM reminded the meeting of [Fix My Street](#) – an online portal available to all to report issues.

6. Reports from Councillors attending meetings and outside organisations.

- Community Speed watch meeting (04.11.21). The meeting was attended by Fiona Jacobs (**FJ**) and Richard Phillips (**RP**). There has been a complete revamp of the community speed watch, the collection of data now being online with each Village responsible for the setting up and inputting of information (as opposed to the Police). It was **proposed** that Richard Phillips become the Ashendon Community Speed watch

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co-ordinator and be trained so that he can report on requirements, which will include a cohort of volunteers. **ACTION: RP to attend online training and report at December meeting.** Councillors thanked Richard for agreeing to lead the project.

- Freight Advisory Group meeting (05.10.12). No attendance.
- Haddenham and Waddesdon Community Board meeting (04.11.21). No attendance.
- Councillor Training. FJ attended a training session. This session was online and somewhat difficult to follow.

7. Correspondence

There was none.

8. PC Governance

Councillors **agreed** to adopt the recommended new Code of Conduct ratified by Bucks Council. **ACTION: CLERK to upload on website.**

9. Nomination of the Hundred PH as an Asset of Community Value

The Parish Council agreed that the Village should lead the decision to reinstate the pub an Asset of Community Value. It was noted that a community group (an unincorporated group with at least 21 members who are registered to vote in the district) can nominate a community asset.

10. Traffic Calming Measures

A grant of £4,959.60 has been awarded from the Waddesdon and Haddenham Community Boards for a Speed Indicator Device (SID). The terms and conditions have been accepted by the PC and the three locations agreed with the Local Area Technician. **ACTION: SM to order a unit. CLERK to invoice Buckinghamshire Council to reclaim agreed funding and check the Parish Council's Public Liability Insurance (£5m). A risk assessment is required upon installation.** Richard Phillips kindly agreed to 'house' the SID and co-ordinate as necessary.

11. Wotton Road Footpath

Thames Water has a second agent who is looking into the request for the pathway which will be located on Thames Water ground. **ACTION: CR to continue to chase.**

12. Defibrillator for Pollicott

A grant of £2,332.00 has been awarded from the Vale of Aylesbury Housing Trust (VAHT) for a defibrillator for Pollicott. The terms and conditions have been accepted by the PC. **ACTION: SM to arrange electric works with resident and contractor. CLERK to purchase defibrillator (on competition of electric works) and on competition, return the VAHT monitoring form.**

13. Boughton's Peace Wildlife Project

A grant of £463.00 has been awarded from the Community Board Environment Action Group and the Berks, Bucks and Oxon Wildlife Trust (BBOWT) for the project. The terms and conditions have been accepted by the PC. Sian Miller has order bird boxes, flowering shrubs, and edible trees from the Lindengate charity, and a composter. A working party is required for the installation. **ACTION: CLERK to invoice the Community Board for payment once complete.**

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SM/CLERK to publicise on website and include a learning piece. This will include publication of the BBOWT case study, once available.

14. Ashendon Playing Fields Association

- **Playground Project – updated and accessible play equipment.**

David Crwys-Williams updated the meeting on the playground project and expressed his dismay at the lack of support on obtaining pre-planning advice from Buckinghamshire Council and Ashendon's three Buckinghamshire Councillors. The complete lack of acknowledgement has had a detrimental effect on the time limited grants, the National Lottery bid of £40,000 now jeopardised and rejected. APFA has agreed to apply for full planning permission in the hope that a further bid to the FCC (Wren) Community Fund (increased from £30,000 to £50,000, because of the NL bid) will not also be threatened. David has also appealed to County Councillors for support with an additional application to the Haddenham and Waddesdon Community Boards (a further £30,000). To date £58,924 has been secured for the project. The Parish Council continues to await a decision on the S106 contribution (£12,924 Lower Pollicott 15/03575/APP) being allocated towards the new playground. Joe Houston, Parks & Green Infrastructure Officer, Buckinghamshire Council has however confirmed that the 3 signatories on the S106 authorisation form have approved the project in principle but a response is awaiting from Finance regarding final approval (required in order for a budget code to be set up to allow the drawdown of the S106 funds). **ACTION: CLERK to write to Paul Irwin, Ashley Waite and Mick Caffrey expressing disappointment over pre planning advice and monitor response from Joe Houston.**

- **Grass Cutting.**

Bucks and Milton Keynes Association of Local Councils has confirmed that Ashendon PC has the power to give to the Playing Field Association under Local Government (Miscellaneous Provisions) Act 1976, s.19. Councillors **agreed** an annual donation (£1,200) towards the cost of grass cutting. It is hoped this will streamline the arrangement, and enable APFA to decide on the service level it offers to the Football Club and give greater clarity to the Club as part of its rental agreement. **ACTION: CLERK to write to APFA with formal agreement.**

15. Community Allotments

Mark Wakeling continues to lead the community allotment project. An update will be given in Spring. It was noted that the Health and Wellbeing Action Group subcommittee of the Community Board are keen to hear about allotment projects or initiatives and details of how it can help with funding. Mark Wakeling's details have been passed to Elaine Hassell as the lead contact for Ashendon Community allotment.

16. Queen's Platinum Jubilee

Planting of a commemorative tree. ACTION: CLERK to follow up with David Crwys-Williams for re the planting of a tree in Ashendon Playing Fields. CLERK to notify Elaine Hassell of Ashendon's support and proposed location. Fiona Jacob informed the PC about the WI plans to plant a display on the bank by the church, for the Queen's platinum jubilee. Permission has been granted by Bucks Highway Department.

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17. Finance

- a. **Balance from Minutes of previous meeting (15th September 2021): £27,650.37**
 - **Receipts: £8,000.00** (Precept payment – September 2021)
 - **Debits: £77.33** – E-on
 - **Plus unpresented cheques: £240.00** (PKF Littlejohn)
 - **Less standing orders: £499.20** (Clerk Salary – September, October)
 - **Balance of Bank Account: £35,313.84** (as at 22nd October 2021)
Available Funds: £35,073.84 (balance of bank account less unpresented cheques)
- b. **Orders for Payment: £1,800.90**
 - **Venetia Davies - £18.90** (Clerk travel)
 - **Ross Lawry Agricultural Services - £1,200.00** – APFA grass cutting donation
 - **RTM Landscapes Ltd - £408.00** (£340.00 + £68.00 VAT) - October grass cutting
 - **BMALC - £38.00** - Councillor training – Fiona Jacob
 - **Sian Miller - £121.00** (£100.83 + VAT £20.17) – Bird boxes and plants for wildlife project from Lindengate.
 - **Royal British Legion - £15.00** - Remembrance Wreath.
 - **BALANCE: £33,272.94** (Available Funds less Orders for Payment)
- c. **Online Banking**, authorised persons agreed as SM, CR, MW.
- d. **Management Report**, November 2021. **ACTION: CLERK to circulate.**

18. Planning

- **21/03851/APP - Watbridge Farm, New Barn, Westcott Road, Ashendon HP18 0HA**
Householder application for proposed single storey rear extensions, roof lights and detached car port/store. Comment date: 29th October 2021.
The Parish Council ratified it's **No Objections** comment previously submitted.

19. Items for Information including Diary Dates:

- **Annual Village Meeting** – proposed Thursday 7th April. **ACTION: CLERK to check hall availability.**
- **CLG meeting** - Wednesday 17.11.21 at 6pm at Greatmoor. **ACTION: CR to attend.**
- **The Queen's Platinum Jubilee** – Lighting of Beacon - 2nd June 2022.
- **H&W Community Boards.** The Community Board is providing, free of charge, community rest benches at no cost. **ACTION: CLERK to request two benches. Locations to be agreed later.**

20. Date and Time of Next Meeting:

MONDAY 6th DECEMBER at 8pm in Ashendon Village Hall
BUDGET MEETING