



ASTON CLINTON PARISH COUNCIL

Minutes of the Council Meeting

held at 6.30pm on 20th July 2022 at the

Parish Council Office, Aston Clinton Park, London Road HP22 5HL

PRESENT: Cllr C Read (Chair), Cllr M Collins, Cllr A Goode, Cllr J Hughes, Cllr D McCall, Cllr L Ronson & Cllr P Wyatt.

IN ATTENDANCE: Mrs S Payne (Clerk/RFO), Mr H Stephens (Assistant Clerk), Ms H Boswell (fundraiser for London Road benches) for agenda item 22.31vii, M s L Tubb (Astonbury 2022 organiser) for agenda item 22.35ii and one member of the public.

22.27 Questions and Comments from the Public. None.

22.28 To Receive Apologies for Non-Attendance. Received and noted from Cllr P Birchley, Cllr A Judge, Cllr C Judge and Cllr M Mason.

22.29 To Receive Declaration of Interests or Request for Dispensations. None declared.

22.30 To Approve the Minutes of the Council Meeting held on 15th June 2022

The minutes of the meeting held on 15th June 2022 were approved as a true and accurate record and were signed by the Chair.

22.31 To Review & Update Council's Outstanding Actions

The outstanding actions list was reviewed. An updated list would be circulated to Council.

ACTION: Clerk

22.32 Council

i. Reports from external bodies:

RAF Halton: Cllr Wyatt reported that he had attended the RAF Halton Annual Reception as Council's representative.

Chiltern Society. Cllr Read had met with the Chiltern Society to talk about the park and other green areas within Aston Clinton. Cllr Read reported that the representative was unaware of the proposed plans for the RAF Halton airfield.

ii. Draft Co-Option Policy: **It was resolved to adopt the Co-option Policy.** **ACTION: Clerk**

iii. Draft Freedom of Information Publication Scheme: **It was resolved to adopt the Freedom of Information Publication Scheme.** **ACTION: Clerk**

iv. Freedom of Information Requests: It was noted that two requests had been made under the Freedom of Information Act regarding members of Council's relationship with the applicant of planning application 22/01264/App. Both requests had been dealt with.

v. Operation London Bridge: Quotes for the condolence book and paper were considered. **It was resolved to accept the quote for 1000 condolence sheets with the ACPC logo at a cost of £274.79 from Barnard & Westwood, which would be bound in books with the ACPC logo on the cover at an approximate cost of £120 per book.** **ACTION: Clerk**

vi. 2022-23 Gib Lane Solar Grant: Council were asked to consider ideas for a grant application. It was agreed that the availability of the grant be advertised on the Council's website and social media platforms. **ACTION: Clerk**

vii. London Road Benches: Ms Boswell reported that the first two benches would be installed in the next few days and funding was available for a third bench. Originally it had been agreed that a semi-circular bench be installed around the newly planted tree at the Stablebridge Road junction. Council considered an alternative design which could be sited

further along the junction away from the driveway which would have a better outlook. It was agreed that a 'Take Some Breathing Space' bench be installed near the Stablebridge Road junction. Ms Boswell would arrange the installation of a base for the bench, with the exact location being marked out in agreement with the Clerk. **ACTION: Clerk**

22.33 Finance & Staffing

- i. The draft minutes of the Finance & Staffing Committee meeting held on 23rd June 2022 were noted and their recommendations approved.

Council considered the proposed 2022/23 Reserves Allocation. **It was resolved to approve the 2022/2023 Reserves Allocation.**

- ii. Grant Applications: Council considered two grant applications.

It was resolved to approve the Rhubarb Cafe grant application for £221.90 for the purchase of a coffee machine, 12 glasses, 12 spoons, coffee/hot chocolate pods and a storage box. Additional funding would be considered should the prices have increased since the submission of the application.

ACTION: Clerk

It was resolved to approve the Aston Clinton Bowls Club grant application for £2,100 for the purchase and installation of three wall mounted Dimplex fan heaters in the clubhouse.

ACTION: Clerk

- iii. The payments totaling £17,097.51 were approved.

Payments over £500

Invoice Date	Company	Description	Net £	Vat £	Total £
27/05/2022	Aston Commercial Cleaners	Cleaning RKP 1-27 May 2022	£537.68	£107.54	£645.22
14/07/2022	Charlton Design & Build	Slab base for garage	£4,270.00	£854.00	£5,124.00
30/06/2022	David Ogilvie Engineering	London Road Benches 1 & 2	£2,446.00	£489.20	£2,935.20
30/06/2022	Frank Cooper & Son	Ground Maintenance June 22	£1,442.92	£288.58	£1,731.50
11/07/2022	Kenneth Workman	Park Keeper duties June 22	£624.00	£0.00	£624.00
28/06/2022	Npower	Streetlights electricity April 2022	£741.37	£148.27	£889.64
13/07/2022	Works Plumbing	Deposit clean/pain play equip	£555.00	£0.00	£555.00
01/07/2022	Your Café in the Park	Cleaning 27May-30- June 22	£525.00	£0.00	£525.00
08/07/2022	Adept GRP	GPR Kiosk for garage	£630.00	£126.00	£756.00
08/07/2022	UK Debt Mgmt Office	PWLB Mortgage repayment	£1,990.54	£0.00	£1,990.54
			£13,762.51	£2,013.59	£15,776.10

22.34 Facilities

- i. The draft minutes of the Facilities Committee meeting held on 6th July 2022 were noted and recommendations approved.

- ii. Quotes for raising tree canopies/hedge cutting: Cllr Ronson reported that it had been difficult obtaining quotes for the work. **It was resolved to accept the quote from Buckland Landscapes for £2,675 to carryout tree canopy raising and cutting the leylandii hedge.**

ACTION: Clerk

- iii. Extension to the current CCTV provision: It was agreed to defer this item to the next Council meeting.

ACTION: Clerk

- iv. RKP Snags: The agent's grounds work team would be completing the work to the paving slabs and manhole covers later in the week. The contractor who installed the doors would also be attending in the next few weeks.

Cllr Read reported that the mains under the green area in front of the RKP had been shattered during the build due to the heavy load and the manhole cover covered up. This had come to light when the drain had become blocked. The drain chamber had since been rebuilt and the manhole cover installed. The contractor should meet these costs. Cllr Read would forward all photos of the damage to Cllr Hughes. **ACTION: Cllr Read**

22.35 Events

- i. Play Around the Parishes: The first event will take place on the afternoon of 25th July. Councillors would ensure that those parked on the meadow pitch overflow car park were aware that the allotment gate would be closed at 5pm.
- ii. Astonbury 2022: Ms Tubb reported that a spreadsheet of all concessions listing their public liability cover and risk assessments would be sent to the Clerk. The same management event process as in previous years would be followed. This year additional disabled WCs would be provided and the Churchill Hall would be open. The Astonbury WG would meet the week before the event to ensure all paperwork was in place. Cllr Tubb would be provided with a set of keys to the Park View and allotment gates. **ACTION: Astonbury WG**

22.36 Highways

- i. Green End Street Traffic Survey: **It was resolved to accept the updated quote of £2,941 from Transport for Bucks for the Green End Street traffic survey. The expenditure would be from General Reserves.** **ACTION: Clerk**
- ii. MVAS Update: The MVAS would be configured in the next few weeks and installed in the approved locations. Risk assessments were in place for the moving an installation of the MVAS. **ACTION: Clerk/Cllr Wyatt**
- iii. Community Speedwatch: A meeting had been held with the TVP lead for Community Speedwatch. The system had been moved online and an Aston Clinton Speedwatch Team has been created. The listing of site locations is currently being uploaded. When completed residents would be able to apply online to join the speedwatch team and be asked to carry out online training. **ACTION: Clerk**

22.37 Planning Committee

- i. The minutes of the 8th June 2022 Planning Committee meeting and draft minutes of the 29th June meeting were noted and their recommendations approved.
- ii. Council considered the following planning application:
22/02051/APP **51 Chapel Drive HP22 5EN**
Description: Single storey rear extension with new chimney and flue.
It was resolved that no objections be made. **ACTION: Clerk**

The meeting closed at 8.26pm

Signed.....Date