



# ASTON CLINTON PARISH COUNCIL

## Minutes of the Council Meeting

held at 6.30pm on **21<sup>st</sup> June 2023** at the  
Parish Council Office, Aston Clinton Park, London Road HP22 5HL

**PRESENT:** Cllr C Read (Chair), Cllr P Birchley, Cllr M Collins, Cllr D McCall, Cllr L Ronson & Cllr P Wyatt.

**IN ATTENDANCE:** Mrs S Payne (Clerk)

**23.21 Questions and Comments from the Public.** None received

**23.22 To Receive Apologies for Non-Attendance.** Received from Cllr J Hughes, Cllr C Judge & Cllr M Mason.

**23.23 To Receive Declarations of Interest or Requests for Dispensation.** None declared.

**23.24 To Approve the Minutes of the Council Meeting held on 17<sup>th</sup> May 2023.**

The minutes of the meeting held on 17<sup>th</sup> May 2023 were approved as a true and accurate record and were signed by the Chair.

**23.25 Council**

- i. Reports from External Bodies: Cllr Birchley reported that she had attend a community meeting at Arla which had been very interesting. Arla were not aware of the recent Aesop Business Park planning application which included the permanent tower crane. They would look at the application.
- ii. Outstanding Actions The outstanding actions were reviewed and updated. Updated copies would be circulated to Council. **ACTION: Clerk**

**23.26 Finance & Staffing**

- i. The draft minutes of the 1<sup>st</sup> June 2023 Finance & Staffing Committee were noted. Council considered the following recommendations from that meeting:
  - a. 2023/24 Reserves Allocation: It was resolved to approve the 2023/24 Reserves Allocation which had £87,434.77 in general reserves and £216,000 in earmarked reserves.
  - b. Administrative Assistant Job Description: It was resolved to approve the job description for the Administrative Assistant role.
  - c. Administrative Assistant Role Pay Scale. It was resolved to approve the LC1(SCP12) pay scale for the Administrative Assistant, backdated to 1<sup>st</sup> April 2022.
- ii. Dementia Carers Respite Grant Application: An application for £1,000 towards the startup costs for the Dementia Carers Respite project was considered. **It was resolved that a grant of £1000 be provided to Dementia Carers Respite with the provision that as it is a startup regular progress reports are provided.** **ACTION: Clerk**
- iii. Payments totaling £13,479.65 were approved and income of £17,464.17 was noted.

### Payments over £500

Date	Company	For	Amount £	Vat £	Total £
01/06/2023	Bucks Council	Waste Collection May 23	£515.20	£0.00	£515.20
14/06/2023	Buckland Landscapes	Pitches remedial work	£3,000.00	£600.00	£3,600.00
01/06/2023	Goldleaf Groundcare	Park grounds maintenance	£866.67	£173.33	£1,040.00
10/06/2023	Majestic trees	2 x trees 50% deposit to reserve	£569.05	£113.81	£682.86
06/06/2023	H A Phipps Fencing	Repair to park bridges	£720.00	£0.00	£720.00
10/06/2023	Ken Workman	Park Keeper Duties May 2023	£684.00	£0.00	£684.00
05/06/2023	Your Café in the park	RKP cleaning May 2023	£620.00	£0.00	£620.00
16/06/2023	Drax	SL electricity May 2023	£2,751.77	£550.35	£3,302.12

**23.27 Facilities**

- i. The draft minutes of the 31<sup>st</sup> May 2023 Facilities Committee were noted.
- ii. Buckinghamshire Design Awards 2022/23: It was noted that Hayward Smith Architects were submitting an application for the Red Kite Pavilion to be considered for the 2022/23 Buckinghamshire Design Awards.
- iii. Beechwood Way Path Clearance: Quotes for the clearance of the path behind 9-28 Beechwood Way were considered. **It was resolved to accept the quote of £189 from GoldLeaf Groundcare.**

**23.28 Highways & Streetlights**

- i. Traffic Calming Update: Council received an emailed update on the scheme of work from Bucks Council on the new traffic calming measures along London Road. Following the public consultation a detailed design for scheme had been completed. The scheme would be combined with a capital maintenance drainage scheme, a footway resurfacing scheme and the high friction surfacing scheme to reduce disruption. The majority of the work would take place during the 2023 summer holidays to minimize traffic impacts but the projected timeline for all works was August to November 2023.
- iii Aylesbury Road Waiting Restrictions: Council received an email from Bucks Highways regarding Community Board funded parking controls on Aylesbury Road and the junction with London Road/Weston Road. Council’s agreement was sought to proceed with the scheme. It was agreed agreement be given. **ACTION: Clerk**
- iii. MVAS Solar Panel: Cllr Wyatt reported that while the MVAS was located on London Road the batteries required changing every 5/6 days due to the weight of traffic. The MVAS has since been moved to Weston Road which is less busy; with the batteries requiring changing less frequently. A quote for a solar panel to be placed permanently at the London Road site was considered. **It was resolved to accept the quote of £399 from Elan City for a solar panel for the London Road MVAS location.** **ACTION: Clerk**

**23.29 Planning Committee**

A meeting with Peter Strachan, Bucks Council’s Planning & Regeneration Cabinet Member, was being arranged.

The meeting closed at 7.53pm

Signed.....Date .....