



ASTON CLINTON PARISH COUNCIL

Minutes of the Council Meeting

held at 6.30pm on 19th April 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 J Hughes, Cllr C Judge, Cllr M Mason, Cllr D McCall, Cllr L Ronson & Cllr P Wyatt.

IN ATTENDANCE: Mrs S Payne (Clerk) & 1 member of the public

22.125 Questions and Comments from the Public. A member of the public enquired about the data strips recently placed along London Road. Cllr Wyatt stated that a traffic survey was being carried out as part of the Neighbourhood Plan review.

22.126 To Receive Apologies for Non-Attendance. None.

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

22.128 To Approve the Minutes of the Council Meeting held on 15th March 2023.

The minutes of the meeting held on 15th March 2023 were approved as a true and accurate record and were signed by the Chair.

22.129 Council

- i. Cllr A Judge's resignation: Cllr Read reported that Cllr Judge had resigned on 18th April 2023 due to work commitments. Bucks Council had been informed and a notice of the vacancy would be posted.
- ii. Reports from external bodies: Cllr Hughes reported that he had met with representatives of Forestry England regarding Aston Hill Bike Park in Wendover Woods. Tenders were being sought for the reinstating of the bike park now the tree safety work had been completed. Cllr Wyatt reported that he had attended an online presentation on the new Buckinghamshire Highways structure which had replaced Transport for Buckinghamshire. Cllr McCall reported that he had attended a RAF Halton workshop and noted that the comments made at previous workshops had been taken onboard.
- iii. Annual Parish Meeting It was agreed that as the Red Kite Pavilion was unavailable for hire on Wednesday 24th May the Youth Club or Anthony Hall be hired. **ACTION: Clerk**

22.130 Finance & Staffing

- i. The Clerk reported that the draft minutes of the 12th April 2023 Finance & Staffing Committee were unavailable. Council considered the following recommendations from that meeting:
 - a. Risk Management Register: **It was resolved to adopt the reviewed Risk Management Register.**
 - b. Financial Regulations: **It was resolved to adopt the reviewed Financial Regulations.**
 - c. Asset Register. **It was resolved to approve the updated Asset Register at 31st March 2023.**
 - d. Staff Appraisal Procedure: **It was resolved to adopt the draft Staff Appraisal Procedure.**
- ii. Wendover & Villages Ukrainian Support grant application: An application for £500 towards the provision of essential support to Ukrainian families and their hosts was considered. **It was resolved that a grant of £500 be provided to Wendover & Villages Ukrainian Support.**

- iii. Buckland & Aston Clinton Cricket Club grant application: An application for £1,728 towards the ground perimeter grass cutting was considered. It was noted that there had been a considerable increase in the cost from last year and Council questioned whether other quotes had been sought. **It was resolved that a grant of £1,500 be provided to Buckland & Aston Clinton Cricket Club towards the cutting of the perimeter grass.**
- iv. The balance sheet and income and expenditure reports at 31st March 2023 were noted.
- v. Payments totaling £32,668.86 were approved and income of £52,811.76 was noted.
The increase of the costs towards the cleaning of the Red Kite Pavilion toilets were queried. It was reported that this was due to a change in contractor and increase in cleaning hours. The general cleanliness of the building was unsatisfactory. Cllr Read reported that this had been relayed to the tenant.

Payments over £500

Date	Company	For	Amount £	Vat £	Total £
06/04/2023	ASL Zorb Mania	Coronation rides - slide, zorbing, inflatable dart board	£1,140.00	£0.00	£1,140.00
05/04/2023	Bancroft Consulting	Review of NHP traffic conditions	£2,347.90	£469.58	£2,817.48
05/04/2023	BMKALC	BMKALC & NALC Annual Membership	£779.35	£0.00	£779.35
17/03/2023	L Bull & S Cunningham	1965 Lawn Flite Tractor	£1,000.00	£0.00	£1,000.00
27/03/2023	Caloo	Birds nest swing and chain	£1,890.00	£378.00	£2,268.00
12/04/023	Charge Surveys	NHP Traffic Survey	£6,600.00	£1,320.00	£7,920.00
17/04/2023	Coffee at 108	RKP opening catering	£540.00	£0.00	£540.00
30/03/2023	Frank Copper and Son Limited	Grounds Maintenance 12 of 12	£1,442.92	£288.58	£1,731.50
16/03/2023	MacIntyre Trees	Tree survey and report	£850.00	£0.00	£850.00
21/03/2023	Northampton Stonemasons	Fountain Paving installation	£8,750.00	£1,750.00	£10,500.00
01/02/2023	Oakpark Alarms Fire Energy	Annual RKP Security alarm	£795.00	£159.00	£954.00
15/04/2023	Your Café in the Park	RKP Cleaning March 2023	£620.00	£0.00	£620.00
			£26,755.17	£4,365.16	£31,120.33

22.131 Facilities

- i. AWP floodlights maintenance: A quote from Armadillo for the AWP floodlights maintenance service was considered. There was a reduction in costs if the service could take place on the same day as works on the tennis club floodlights. The possibility of linking the ongoing maintenance of the floodlights with the tennis club to reduce future costs would be explored. **It was resolved to approve the quote of £1,500 for the maintenance of the AWP floodlights.** **ACTION: Clerk**

- ii. Park View resurfacing:
It was noted that £11,000 had been budgeted in 2019/20 for the resurfacing but due to the construction of the Red Kite Pavilion the work was delayed. In 2018 the owners of the six properties with access over Park View had been provided with a draft maintenance agreement committing Council to 50% of ongoing maintenance costs and the remaining 50% split between the six properties. It was noted that the agreements had not as yet been signed.

It was resolved that the maintenance agreement be sent to the six properties for signing. The resurfacing of the road would not take place until all agreements had been signed.
ACTION: Clerk

Updated quotes would be sought and considered at the next meeting. **ACTION: Cllr Read**

22.132 Events

- i. The King's Coronation: The fairground ride would need to set up on Saturday afternoon. The area would be fenced off and the ride made safe.
- ii. RKP official opening: The building needed a deep clean and some minor repair to walls prior to the event.

22.133 Highways & Streetlights

i. Streetlights: It was noted that an unsafe streetlight outside 30 Beechwood Way had been removed. Quotes would be sought for a replacement. **ACTION: Clerk**

ii. MVAS & speed cameras: The data from the MVAS outside Car2Go on London Road for the period 24th March to 18th April was noted. 86% of vehicles were travelling under 30mph, and 11% between 31-35mph. Of the 29,264 vehicles recorded 85 (0.29%) were traveling at speeds of over 46mph. The report would be uploaded to the website. **ACTION: Clerk**

It was noted that the Council’s MVAS currently installed along London Road would be moved to Aylesbury Road shortly. Cllr Wyatt reported that the MVAS batteries required changing weekly. Quotes for a solar panel were being sought. **ACTION: Cllr Wyatt**

Cllr Wyatt agreed to contact Simon Glover at Bucks Highways regarding the replacement of the damaged VAS on Tring Hill. **ACTION: Cllr Wyatt**

22.134 Planning Committee

It was noted that the next meeting of the Planning Committee would be on 27th April.

22.135 To Resolve that under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media are excluded from the meeting during the consideration of the following items of business on the grounds that they include the likely disclosure of exempt information, stated to be confidential.

The member of the public left the meeting.

22.136 To Receive an Update on the RKP Lease

Cllr Read reported that a meeting had been held with Toby Comerford from Beacon Retail Consulting to discuss the possibility of him acting as an advisor to Council on the terms of the lease and to negotiate on behalf of the Council with the current tenant. Mr Comerford would provide a quote for his services.

The meeting closed at 8.28pm

Signed.....Date