



ASTON CLINTON PARISH COUNCIL

Minutes of the Council Meeting

held at 6.30pm on 19th October 2022 at the
Parish Council Office, Aston Clinton Park, London Road HP22 5HL

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

IN ATTENDANCE: Mrs S Payne (Clerk), Mr H Stephens (Assistant Clerk), two representatives from Aston Clinton Society (for agenda item 22.73ii) and one member of the public.

22.64 Questions and Comments from the Public. A member of the public reported that Dayla vans were parking outside the entrance to the company's site and were causing an obstruction to pedestrians and residents exiting neighbouring properties. It was agreed that residents should contact 101 and inform the police when there was illegal parking. A resident informed Council that the streetlight outside 44/46 Aylesbury Road was still not working. Bucks Council would be contacted for an update as this had been reported via FixMyStreet 10 months ago. **ACTION: Clerk**

22.65 To Receive Apologies for Non-Attendance. Received from Cllr Collins, Cllr Goode & Cllr Mason.

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

22.67 To Approve the Minutes of the Council Meeting held on 28th September 2022.
The minutes of the meeting held on 28th September 2022 were approved as a true and accurate record and were signed by the Chair.

22.68 Council

i. Reports from external bodies

Gib Lane Solar Fund: Cllr Mason and Cllr Ronson had attended the annual meeting with the fund manager, Grantscape, where grant applications for 2022/23 were reviewed. One application from the Aston Clinton allocation was received from the Rhubarb Café for new tables, chairs and a storage shed. All applications would be sent to the fund's trustees for final approval.

Arla/Olleco Liaison Meeting: Buckland residents had been complaining regarding smells. No further information regarding land acquisition had been received.

Thames Valley Police: Cllr Read had attended a meeting with TVP organised by the Community Board for local parish councils. Information on anti-social behaviour should be sent to the neighbourhood policing team email address. The Clerk would request a quarterly report on police activity within Aston Clinton. **ACTION: Clerk**

RAF Halton Supplementary Planning Document Workshop: Several councillors had attended this workshop which had been organised to discuss the vision and aspirations for the redevelopment of the RAF Halton site allocation in the VALP. Two more workshops would be organised. Once they had been completed a draft version of the Supplementary Planning Document would be circulated for formal public consultation.

ii. Draft Document Retention & Disposal Policy: It was resolved to adopt the Document Retention & Disposal Policy. **ACTION: Clerk**

iii. Insurance. Council considered the three quotes for insurance cover, one of which included streetlights. **It was resolved that the BHIB quote for £5,263.19 which includes streetlights be accepted and the 3-year option be approved.** **ACTION: Clerk**

- iv. Gigaclear access to Council land: Council considered a request from Utilities & Property Connect to grant permission for Gigaclear to access Council land and buildings at the park for the installation of broadband equipment. The request did not make it clear if the installation of the broadband equipment just required access to existing cabling or would require digging up of the access roads to the park. It was also not clear if the fibre optic cabling would be installed all the way to the box at the front of the RKP or just to the connection point at the London Road. The Clerk would contact Utilities & Property Connect regarding these queries. **ACTION: Clerk**

22.69 Clerk's Report

It was resolved that the Council Office become a 'Safe Place' location as part of the Bucks Council and Thames Valley Policy Safe Place Scheme. **ACTION: Clerk**

22.70 Finance & Staffing

- i. The balance sheet and income and expenditure accounts at 30th September 2022 were noted. Income was £308,340 and expenditure £230,535. The Q2 VAT return was noted.
- ii. Payments totaling £12,769.32 were approved.

Payments over £500

Invoice Date	Company	Description	Net £	Vat £	Total £
28/09/2022	Caloo Ltd	MUGA Vinyls invoice	£ 1,156.00	£ 231.20	£ 1,387.20
17/10/2022	E.Sharp (Electrical) Ltd	CCTV Extensions electrics	£ 2,269.62	£ 453.92	£ 2,723.54
29/09/2022	Frank Cooper & Son Ltd	Grounds Maintenance Sept 22	£ 1,442.92	£ 288.58	£ 1,731.50
14/10/2022	Ken Workman	Park Keeper duties Sept 22	£ 1,100.99	£ -	£ 1,100.99
06/10/2022	Npower Business	Streetlight Electricity June 2022	£ 630.70	£ 126.14	£ 756.84
06/10/2022	Npower Business	Streetlight Electricity July 2022	£ 637.62	£ 127.52	£ 765.14
06/10/2022	Npower Business	Streetlight Electricity August 2022	£ 637.53	£ 127.51	£ 765.04
30/09/2022	Sandy's Plumbing Ltd	CCTV trunking invoice	£ 750.00	£ 150.00	£ 900.00
06/10/2022	UKPN	Disconnection of power to Garage	£ 1,128.41	£ 225.68	£ 1,354.09
		TOTAL	£ 9,753.79	£ 1,730.55	£ 11,484.34

22.71 Facilities

- i. CCTV extension: The extension pole had been erected and cameras had been installed and linked to the existing system.
- ii. Gardening maintenance specification: Council considered the draft gardening maintenance specification. It was agreed that reference to the hedge at the fountain would be removed. **It was resolved that the draft gardening maintenance specification be approved with the amendments above and tenders be sought.** **ACTION: Clerk**
- iii. Chiltern Society's Wildbelt Project: Council considered the Chiltern Society's proposals for expanding the parks wildflower margins, hedge planting and creating a community orchard. **It was resolved to agree to the planting of a Community Orchard in the area behind the all-weather pitch and meet any shortfall in funding to a maximum of £300.**
It was resolved to approve the plans for the hedge planting.
It was resolved that the existing wildflower margins be expanded except for the area along the boundary near the tennis club, the hexagon area round the fallen tree in the middle of the park and the area in front of the new hedge south of the allotments.
- iv. RKP Christmas tree: Council considered erecting an illuminated Christmas tree outside the RKP. The original location proposed was the green in front of the main RKP access. Given the number of cables and pipework running under this area it was agreed that an alternative area be considered. It was agreed that the grass area directly to the right of the RKP be used. The tree would be set into the ground and would be a maximum of 15ft high. Quotes would be obtained and Community Board funding sought. **ACTION: Events WG**

- v. RKP fire shutter: It was resolved to carry out the remedial work to the downstairs fire shutter at a cost of £1,373.60. The Clerk would inform the café and arrange a suitable date for the work to be carried out which will take approx. 8 hours. **ACTION: Clerk**
- vi. RKP magnetic door stops: Council considered the request from the RKP tenant to install magnetic doorstops to the main doors into the café which would be linked to the fire alarm. This would allow for the main doors into the café, which are fire doors, to remain open and ease access into the cafe. A quote for £1124.67 was considered to carry out this work. **It was resolved that magnetic doorstops be installed in the RKP at a cost of £1,124.67. The tenant would be asked for a contribution to the cost.** **ACTION: Clerk**

22.72 Events

- i. Remembrance Service: The road closure had been confirmed, the bugler had been booked and a PA system arranged. Volunteers to manage the road closure were being organised.
- ii. Santa’s Float: The event would take place over two days; Saturday 10th and Sunday 11th December between 4pm and 7.30pm. The Scouts had confirmed that they could attend both nights, the Guides had yet to confirm that they were able to attend.
- iii. RKP Official Opening: A convenient date for key attendees had yet to be agreed. If this proved to be difficult the opening may not take place till December. Council were asked to email the Events Working Group with suggestions for the guest list. **ACTION: All**

22.73 Highways & Streetlights

- i. Cllr Hughes reported that he and Cllr Goode had met with the TfB Local Area Technician (LAT). It was agreed that a ‘walk around’ of selected areas would be organised quarterly. The LAT would provide a monthly email updating Council on outstanding issues. The importance of using FixMyStreet where possible was emphasized.
- ii. Aston Clinton Society Funded White Gates: It was resolved to purchase the seven gates for the Aylesbury Road, London Road, Lower Icknield Way and Upper Icknield Way entrances to the village at a cost of £6,294 from General Reserves. Each sign would say ‘Aston Clinton Please drive carefully’. The Village Society would fundraise to cover the cost and apply for a Community Board Grant. **ACTION: Clerk**

22.74 Planning Committee

- i. The draft minutes of the 29th September 2022 Planning Committee meeting were noted.

The meeting closed at 8.30pm

Signed.....Date