

## DRAFT MINUTES

2021/20



**ASHENDON PARISH COUNCIL**  
**Draft Minutes of Parish Council Meeting**  
**held in the Village Hall.**  
**Monday 21<sup>st</sup> June 2021 at 8.00pm**

**PRESENT:**

**Councillors:** Sian Miller (**SM**), Chris Rand (**CR**), Les Cutis (**LC**), Mark Wakeling (**MW**), Venetia Davies (**Clerk and RFO**). Councillor Mick Caffrey (**MC**) was also present.

**Parishioners:** There were no Parishioners present.

**Parishioners Question Time**

There were no questions.

**1. Apologies**

There were none.

**2. Approval of Minutes – Monday 17th May 2021**

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

**3. Matters Arising**

- **PC Governance. ACTION: CLERK to make small amends to PC Governance and update on village website.**

**4. Declarations of Interest**

There were no interests declared.

**5. Contributions from Buckinghamshire Councillors.**

- **Cllr Mick Caffrey.** Mick, elected as a Bucks Councillor in the recent Buckinghamshire Council elections, introduce himself to the Parish Council. He outlined the responsibilities of the three Buckinghamshire Councillors for the Stone and Waddesdon Ward – himself, Paul Irwin and Ashley Waite. Ashley is now Chair of the Haddenham and Waddesdon Committee Board (where small grants of up to £1,000 are available from a separate fund (to the budget of £600,000) of £60,000. All three Councillors are Members of the Haddenham and Waddesdon Committee Board and are also on the Central Buckinghamshire Planning Committee. Mick is also a member of the Transport, Environment & Climate Change Select Committee. The Parish Council welcomed Mick on board.

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### 6. Reports from Councillors attending meetings and outside organisations.

There were none.

### 7. Correspondence

There was none outside the Agenda items.

### 8. Traffic Calming Measures

- **Speed Indicator Device (SID).** A site visit with Local Area Technician, Colin Woolford, has been conducted and the three locations for the SID approved. The posts will be fitted and funded by Bucks Council. The funding application to Haddenham and Waddesdon Community Boards has now been submitted.
- **White lines.** A full re-lining of the main road through the village will be covered by a scheme which Colin Woolford is preparing. As a result, it may be a little time before the white lining works are carried out.

### 9. Wotton Road Footpath

Colin Woolford, Local Area Technician, has attended a site visit with Councillors to assess the installation of a footway on Wotton Road to give improved facilities for pedestrians. A copy of the highway extents for the site has been provided and the boundary confirmed. However, the landowner of the verge is unknown, and the Parish Council has been advised to contact the Network Improvement Team (NITS) so that the landowner can be identified. Two quotes have been received. Both are in the region of £30,000 + VAT and are for a path on the edge of the road (not through the coppice which would need to be levelled to make it accessible for disabled people and those for pushchairs). There will be an additional price for the traffic management (road closure), clearing of trees and shrubbery and an extra cost if any utilities are required to be relocated. The funds allocated in this year's budget are £13,500. The porous rubber mulch pathway in Brill was given as an example of an alternative surface and it was agreed to explore this further. As works cannot be carried out in this financial year, unless grants were secured, it was suggested that the footpath be phased, with the corner of Wotton Road as the first phase. Grants through Haddenham and Waddesdon Community Boards will however be investigated **ACTION: CR to contact Thames Water to continue enquiries to ascertain landowner. CR to seek alternative quotes with existing contractors and the contractor for Brill. Once established, it was agreed an ecologist from Bucks Council would have to assess the proposal and grants sought.**

### 10. Defibrillator for Pollicott

The original cost of providing a defibrillator has been reduced from £3,000 to £2,225.00. The Charity, London Hearts, is offering a grant of £300.00 towards the cost a Mindray C1A Defibrillator and External Locked Cabinet bringing the total cost of a defibrillator to £1,225.00. This includes an AED Battery, Adult/Child AED Pads, Carry Sleeve, AED Rescue Kit, Laminated AED Wall Sign, Free online Defibrillator Awareness and CPR training session and an 8 year warranty. The cost of the electrician is in the region of £1,000. Grants from Haddenham and Waddesdon Community Boards will be explored as well as the Vale of Aylesbury Housing Trust (which operates a microgrant programme of up to £3,000). If grants are unsuccessful monies, Councillors agreed to reallocate monies from the unspent election

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fund (£1,000) and the Community Led Plan budget (£500 of £750) Councillors agreed to progress. Proposed CR, seconded MW. **ACTION: SM/CLERK to apply for grants. If unsuccessful, to progress with purchase from PC funding .**

### 11. Footpaths.

Andy Howes will be meeting with landowners to discuss any works including those that are the [responsibility of Bucks Council](#). The diverted footpath ASH/7/1 is on the inspection list for the Area Officer at Bucks Council. There is a back log of inspections due to extra people walking during the pandemic, but the Council has reported it is trying to keep to the matrix of the timescales for each report. **ACTION: CLERK to monitor.**

### 12. Wild Aylesbury Vale Initiative

SM has circulated the proposed entry for the Wild Aylesbury Vale competition to neighbours. The proposal is to place a few discrete features on Boughton's Peace to 'showcase' what can be done in gardens to help wildlife. An Expression of Interest form has been prepared and will be submitted to the Wild Aylesbury Vale initiative by 30<sup>th</sup> June. The total requested is £463.00. The Parish Council has been offered two unused allotments free of charge for the first year and will be encouraging a community allotment. **ACTION: CLERK to agenda for September meeting.**

### 13. Co-option of Councillor

Councillors **agreed** to progress with a Notice of Vacancy for a casual vacancy in the Office of a Councillor for Ashendon PC. Proposed CR, seconded MW. **ACTION: CLERK to complete Notice of Vacancy and then progress to advertising for the position for co-option at the September meeting.** To promote on the Village Website, Notice Board, Facebook and Bernwode News.

### 14. Finance

#### a) Balance from Minutes of previous meeting (17<sup>th</sup> May 2021): £31,401.47

- Receipts: £0.00
  - Debits: £0.00
  - Plus unrepresented cheques: £197.64 (Venetia Davies £46.23, JE Accountants £96.00, BMKALC £55.41)
  - Less standing orders: £249.60 (Clerk Salary)
  - Balance of Bank Account: £31,349.51 (as at 21<sup>st</sup> May 2021)
- Available Funds: £31,151.87** (balance of bank account less unrepresented cheques)

#### b) Orders for Payment: £764.85

- Venetia Davies - £9.45 (Clerk travel)
- RTM Landscapes Ltd - £408.00 (£340.00 + £68.00 VAT) - (grass cutting)
- ARG Compulink - £347.40 (£289.50 + £57.90 VAT) - (computer and set up – shared with Cuddington PC)
- **BALANCE: £30,387.02** (Available Funds less Orders for Payment)

#### c) Bank Mandate. **ACTION: CLERK to return the completed form to Barclays. To also request the process for an online bank account.**

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### 15. Planning

There have been no new planning applications since the May meeting.

### 16. Long Term Priorities of the Parish Council

The Parish Council agreed to explore additional ways to involve the community in Parish Council business. The Parish Council are keen for residents to see the Parish Council as *their* Parish Council and it was agreed to try other channels including Facebook and to consider an informal gathering, hopefully in September, when it is hoped social distancing guidelines are relaxed. **ACTION: MW to post monthly updates on the Ashendon Facebook group.**

### 17. Items for Information including Diary Dates:

- **Haddenham and Waddesdon Community Board** – 30.06.21, 7pm by MS Teams. **ACTION: MS to attend.**
- **Play Around the Parishes** - Wednesday 18.08.21, 10.00-12.00 midday. **ACTION: CLERK/SM to promote via Website, Notice Boards, Bernwode News and Facebook.**
- **Grass Cutting Dates:** The grass cutting dates for the remainder of the year are: week commencing 14th June, 12th July, 23rd August and 4<sup>th</sup> October. Kevin Nash has kindly agreed to monitor the grass cutting. The contractors did not cut w/c 14<sup>th</sup> June but should now be cutting on 22/06/21. **ACTION: CLERK to request a cut to the Playing Fields for the camping weekend – 23rd/24th July.**

### 18. Date and Time of Next Meeting:

**Monday 20<sup>th</sup> September 2021 at 8pm in Ashendon Village Hall**