

The minutes of Aston Clinton Parish Council meeting held on
Wednesday 3rd July 2019 at the Aston Clinton Parish Meeting Room, London
Road, Aston Clinton, HP22 5HL

Present:

Cllr Tubb (Chairman)	Cllr Wyatt
Cllr Ronson	Cllr Read
Cllr Judge	Cllr Simpson
Cllr Mason	Cllr Stewart
Cllr Watton	Cllr Duffield
Cllr Howard	

In attendance

Clerk E Barry and R Bennett (recording) 6 members of the public

19.076 Apologies

Apologies were received from Cllr Chapple (BCC) and Cllr Paternoster (AVDC)

19.077 Declarations of Interest: For councillors to declare any personal and/or prejudicial interest in items on the agenda.

There were none.

19.078 To approve the minutes of the Parish Council Extra Ordinary meeting held on 27th June 2019 - PROPOSED by Cllr Wyatt SECONDED by Cllr SIMPSON, AGREED and signed by the Chairman.

19.079 Public Participation:

For members of the public to ask questions and raise any issues on items included on the agenda. Public Participation should be for a period of no longer than 15 minutes, each person shall not speak for more than 5 minutes. This section of the meeting is not required by law to be minuted.

- A member of the public raised a concern regarding the Vanderbilt application.
- A member of the public asked if the planning application for the Community Centre had been granted. The clerk confirmed that a few final adjustments were being made but it was expected imminently.
- The secretary of the Youth Club requested parking spaces for two rehab groups that would be using the centre. Participants did not have blue badges but could only walk short distances. The committee agreed the request and the secretary would send dates and times to the clerk.

19.080 Council:

- i. Reports from external bodies

Cllr Wyatt updated that Arla had submitted a revised application with a reduction to the tower height. It was highlighted that Arla's Hatfield site was due to close and all operations brought to Aston Clinton so there would be an influx of traffic. The Planning Committee were requesting conditions be placed should the application be granted by AVDC for a contribution to traffic calming measures and road surfaces. In relation to Olleco, Cllr Wyatt stated that there was still no solution to the odour problem. Buckland Parish Council had requested their own surveyor be allowed on site but this was refused. Olleco had stated that they had already spent £140k to try and accommodate requests but there had been no improvement.

19.081 Clerk's Report

The clerk read out the following update.

'During a busy period for the Parish Council there have been significant changes which has put pressure on staff and councillors alike. The Clerk left the Parish Council on the 5th May halving the resource available to the parish. It should be noted that the extra work that the councillors and staff have put in as an interim measure, including our wonderful temporary minute taker Rachel and temporary assistant Angie who joined us for 10 hours a week a couple of weeks ago - has enabled the PC to continue to progress works and complete statutory requirements.

However, until staffing is back to a full complement, the team will continue to have to prioritise its work load and would like to thank everyone for their patience and for the extra work people have put in to help.

These are some of the things we have been focussing on during the period:

- Completion of Annual Governance Statement and supporting documents including submission to the external auditor.*
- Finalising of the options and quotes for the temporary accommodation which is being decided tonight at the Community Centre Committee meeting to follow this meeting.*
- Finalising of a large number of items and issues for the Community Centre project and movement towards the submission to tender.*
- Business as usual on Planning matters, public enquires and issues, grounds maintenance and works around the village (including councillors cutting back trees to clear the sight lines of the speed camera!)*
- Work towards the two major summer events for the parish council which are play in the park and Astonbury run by a team of parish councillors.'*

19.082 Finance and Staff Committee

- i. Month-end report June 2019 and budget status – The report was agreed at the Finance and Staff meeting on 1 July 2019. It was agreed at that meeting that the Community Centre project would now have its own heading and the Café bins and toilets budget would be adjusted going forward.
- ii. Risk Register – This would now be a standing item. There had been no recent changes.
- iii. Update on recruitment and current staffing – There was now two temporary minute takers supporting the parish council; one for evening meeting and for daytime meetings. The Assistant Clerk vacancy was advertised until 9 July 2019 and interviews would take place on 18 July and would be a two stage process.

- iv. Any payments to be agreed – List of payments had been circulated prior to the meeting. The clerk stated that the invoice from John Brown VAT Consultancy had been waived in writing and would be removed from the list. It was also highlighted that the payment to AR Miles Associates would be postponed to next PC meeting as work had not yet been completed.

MOTION: To approve the payment of outstanding invoices PROPOSED Cllr Howard SECONDED Cllr Judge and AGREED.

19.083 Planning Committee:

- i. Planning Committee report – Cllr Wyatt referred to the minutes of the Planning Meeting held on 26 June 2019 and gave the following summary:
- 19/01977/APP 9 Twitchell Lane Two storey rear extension and loft conversion including dormer
RESOLVED: No objection with conditions.
 - 19/01105/APP 18 New Road Erection of rear extension
RESOLVED: No objection.
 - 17/02388/AOP Land East Of College Road South Outline planning application, with access to be considered and all other matters reserved, for the erection of up to 87 dwellings.
RESOLVED: Objected. The development did not adhere to the Neighbourhood Plan, or NPPF.
 - 19/00399/APP Arla Foods Ltd Aylesbury Dairy, Samian Way Extension to dairy (Final Phase as approved by 11/00962/APP dairy consent - revised scheme)
RESOLVED: No Objection with conditions.
 - 19/02268/ADP Longhorn Farm Weston Road Approval of Reserved Matters pursuant to outline permission 17/03534/AOP for access, appearance, landscaping, layout and scale of a residential development of an annexe dwelling
RESOLVED: No objection with conditions.

Cllr Wyatt stated that following a question from a member of the public he had visited the Bovis Site and the site manager confirmed that there was no plan to close the site.

Cllr Wyatt highlighted the small victory in the reduction in tower height in the Arla application which had been picked up by the Parish Council in the original application as far exceeding existing heights.

19.084 Facilities Committee

- i. Reports from the Committee –
- A decision regarding the new football pitch on Meadow Pitch had been deferred to the next Facilities meeting.
 - The Park inspection had been signed off apart from the broken stepping stone due to be fixed in the play area.
 - Fire risk assessment for the café had been completed.
 - A 10 year lease for the Bowls Club had been agreed in principle with Cllr Tubb due to meet with them to discuss.
 - The café lease had been extended to 5yrs with a 3 yr break clause.

- The request from a resident adjacent to the park to install a gate into the park was discussed.
 - There was no further update regarding the Cricket Club project
 - A meeting would be held with the Tennis Club regarding their toilet facilities.
 - The footpath issue at Wenwell Close had been resolved following a letter being sent to the homeowner.
- ii. Potential S106 contribution to the amount of £25,987.50 for 19/00668/APP, land to the rear of the Lawns 94 Aylesbury Road.

The Facilities Committee were recommending that the S106 should the application be approved, be allocated towards the Stablebridge Road footpath project.

MOTION: To agree allocation of S106 project/s from this application PROPOSED Cllr Wyatt SECONDED Cllr Howard and AGREED.

- iii. Request for gate into park
- The item was discussed at the Facilities meeting and it was agreed providing a legal document was drawn up to restrict use to current owners only. It was also agreed that the legal document to be sent to all homeowners that had access directly to the park.

MOTION: To agree to the installation of a gate providing residential access to the Park from the Cloisters, London Road, subject to a signed agreement restricting access to the current owners only PROPOSED by Cllr Ronson SECONDED by Cllr Read and AGREED by majority.

- iv. Any Events:
- Astonbury
 - All provisions were now in place although martial arts were still needed.
 - First aiders had now been secured for the event; two paramedic trained and a response car.
 - Overflow car parking would be provided at the school.
 - Cllr Tubb declared an interest as her daughter was managing the paid volunteers.
 - Sponsorship had gone beyond target.
 - There had been an additional cost of a music license but a final quote had not yet been agreed.
 - Another Astonbury meeting was being held July
 - Play in the Park
 - Was being held on 29 July in the daytime
 - Posters had been produced and would also be advertised in the school's weekly flyer
 - Park View would be opened at end of event for people to leave.

MOTION: To agree use of S137 to support play provision for 'Play in the Park' and Astonbury Can use money for community events, approximately £8 per head for arts and crafts. PROPOSED Cllr Simpson SECONDED Cllr Stewart and AGREED.

- Other events
- There had been a request form submitted for a children's party to be held on 13th July for 10 children, coach and one adult to play on fields. This was agreed by all and a reminder to be given to the organisers that no balls were to be kicked against the tennis courts.

19.085 Community Centre Committee

- i. Report – The next meeting of the committee was taking place following the Parish Council meeting. There were also working party meetings. Giles Holder had joined the committee with a wealth of development and project management experience; he was a co-opted member with no voting rights. Cllr Tubb gave the following update:
 - The next meeting would focus on the tender process. Tender documents needed to be on the portal prior to the clerk going on leave on 19 July.
 - Needed to place an order for the temporary accommodation with an amount of up to £142k; all quotes received were in budget.
 - Planning approval had not yet been confirmed as a number of conditions were being worked through.
 - Budget and timescales were currently on target.
 - The build was due to start on 26 October with completion a year later.

- ii. Tender Process
 Cllr Tubb stated that the Committee would like to have authority to go and submit tender documents without coming back to the Parish Council for agreement. The process would be managed through the Community Centre Committee due to tight timescales. Invoices would still go through the current sign off process.

MOTION: To agree to submit the tender to the government portal by the end of July.
PROPOSED Cllr Read SECONDED Cllr Ronson and AGREED.

The meeting was opened back up for public participation:
A discussion took place regarding the state of some of the footpaths around the village that were overgrown including those adjacent to the school. It was noted that it was the responsibility of the land owners. It was agreed that a letter would be sent to the school regarding this. Cllr Ronson highlighted that she had registered with the public ROW group in Aylesbury and had reported an infringement. It was suggested conditions were reported to public footpaths and ROW and BCC.

19.086 Date of next meeting
7 August 2019

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