



ASTON CLINTON PARISH COUNCIL

Minutes of the Council Meeting

held at 6.30pm on 20th October 2021 at the
Parish Council Office, Aston Clinton Park, HP22 5HL

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

IN ATTENDANCE: Mrs S Payne (Clerk/RFO) and 13 members of the public.

21.134 To Receive Apologies for Non-Attendance. None received.

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

21.136 To Approve the Minutes of the meeting held on 15th September 2021.

The minutes of the meeting held on 15th September 2021 were approved as a true and accurate record and were signed by the Chair.

21.137 Questions and Comments from the Public.

- i. A resident reported that the streetlight outside 34 Aylesbury Road was still not working. The Clerk would report this to Bucks Council. **ACTION: Clerk**
- ii. A resident reported that water and mud was running down Aylesbury Road from the wheel wash on the Shanly site. Council would contact planning enforcement. **ACTION: Clerk**
- ii. A resident reported that Café on the Park were leaving dirty plates of food on the tables in the evenings. The Clerk would contact the Café. **ACTION: Clerk**
- iii. A resident asked if Santa's float was stopping at the Rothschild Arms this year. Council confirmed that it was.
- iv. A resident enquired about when the Public Works Loan would be paid in full. Council confirmed that the money had been earmarked for payment at the end of the year.

21.138 Council – Reports from External Bodies.

- i. Arla/Ollico Liaison Meeting: Cllr Wyatt reported that Arla Logistics are putting forward a proposal to allow for four vehicles per day to use the A4010 in order to access two farms in Princes Risborough instead of the current route around the Aylesbury ring road towards Thame then along the A4129. Concerns that other Arla drivers may take advantage of the shorter route were raised as were concerns that a large number of lorries were already using these routes as part of the HS2 development. Arla logistics had purchased land between Aston Clinton and Buckland which it was assumed would be used for vehicle storage although Arla were unable to confirm.
- ii. Bucks Council: Liaison Meeting: Cllr Read reported on the recent Parish Liaison meeting. Cllr Collins reported that he was considering creating a local liaison group for the parish councils within his Buckinghamshire Council ward.
- iii. Community Board: Council discussed the current Stablebridge Road speed limit funding application. It was agreed that the application be amended so that the reduction in the speed limit to 30mph related to the highway between the bridge and London Road only. **ACTION: Cllr Wyatt**
- iv. Gib Lane Grant Application Update: Cllr Mason reported that the 2021/2022 grant application for an extension to the Park's CCTV system had been submitted. During the installation of the new CCTV system funded by the 2021/2021 grant an existing PTZ was found to be faulty and could not be incorporated into the new system. The Community Centre Committee's delegated approval was used to purchase a new CCTV camera at a cost of £1000 to replace the faulty item. This additional sum would be taken

from the grant's contingency budget line. **APPROVED**

- v. TfB Traffic Calming Proposals Update: Notes on the meeting held on 29th September with Bucks Council regarding the proposals were circulated to Council and were noted. Agreed amendments to the proposal would be forwarded to the engineers for consideration. The public consultation on the proposals is likely to take place during spring 2022.
- vi. Update on U3A Complaint: Cllr Read reported that he had responded to the complaint made by U3A regarding the ability to hire rooms at the RKP, the hire costs and the percentage of users from community groups using the pavilion. The response noted that the cost for hiring a room was between £25 and £30 per hour and that a number of varied clubs and local community groups use the RKP weekly.

21.139 Governance & Procedures.

- i. **MOTION:** Cllr Goode & Cllr A Judge to become members of the Facilities Committee. **APPROVED.**
- ii. A draft Volunteer Policy had been circulated to Council for their consideration. **MOTION:** To adopt the Volunteer Policy. **APPROVED.**

21.140 To Receive and Note the Clerk's Report.

- i. Council considered a request from Aston Clinton School to use the Red Kite Pavilion (RKP) in the event of an emergency evacuation. The school currently use the Baptist Church as their emergency evacuation site but as the school has increased in size it is seeking an additional site. There were two types of emergencies; one an immediate evacuation of the school site which would require a place where the children could be held until they could be collected. The other was when a classroom was damaged and could not be used. A location to site a temporary classroom would be required until the damaged classroom was fit for use.
It was agreed that Council would accommodate the request from Aston Clinton School to use the RKP as a collection point for children during an evacuation. Council agreed that the RKP could be used to site a temporary classroom but that the current tenant would need to be in agreement. The Clerk would contact the tenant to seek their approval. **ACTION: Clerk**
- ii. Council noted that a Freedom of Information request regarding funding for the restoration of the Molique Fountain had been actioned.

21.141 Finance & Staff Committee.

- i. Cllr Read gave a short report on the meeting of 11 October 2021.
- ii. The month-end income and expenditure accounts at 31st August 2021 were noted. Income was £188,623 and expenditure £89,492.
- iii. Council considered the recommendations of the Finance and Staff Committee:
 - (a) **MOTION:** To approve the purchase of a fire safe at a cost of £1115. **APPROVED**
 - (b) **MOTION:** To approve payment of invoices totaling £21,724.37. **APPROVED**

Company	Description	Amount £	Vat £	Total £
Acoustic Advice Ltd	Acoustic Panels to the RKP hall and meeting room	£2,700.00	£540.00	£3,240.00
Aston Commercial Cleaning	Cleaning services August 2021 - Red Kite pavilion	£348.83	£69.77	£418.60
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Bark UK Online	Premium play bark bulk bag 1000 litres	£123.33	£24.67	£148.00
BAS Associates Ltd	Payroll - Oct - Dec 2021. Credit July - Sept 21.	£54.00	£10.80	£64.80
British Gas Account 1	Billing period 3rd Sept-2nd Oct 2021	£67.00	£3.35	£70.35
British Gas Account 2	Billing period 2nd Sept - 1st Oct 2021 - New car park	£15.04	£0.75	£15.79
Buckinghamshire Council	General Waste 1100 rental for September 2021	£216.00	£0.00	£216.00
Buckland Landscapes	Sept 21 Grounds Maintenance	£100.00	£20.00	£120.00
E Barry	Booking/Vat Return for July & Aug 21	£660.00	£0.00	£660.00
Extingwish Fire Protection	Fire Warden Training	£240.00	£48.00	£288.00
Frank Cooper and Son Ltd	Grounds maintenance -5th Payment of 12	£1,442.92	£288.58	£1,731.50
Frank Cooper and Son Ltd	Grounds maintenance - 6th Payment of 12	£1,442.92	£288.58	£1,731.50
GEMS Gower Event Mgt	AV provision for Remembrance Service	£320.00	£64.00	£384.00
Mr J Hughes	Land Registry Search/title Plan download	£6.00	£0.00	£6.00
Jewson	Ballast x 6 and concreting sand x 2	£21.44	£4.29	£25.73
Jewson	Ballast x 3, concreting sand x 4 and cement x 2	£30.86	£6.17	£37.03
Mrs C Judge	Glue/Square Plastic Ends/Blinds weights/hangers	£46.25	£0.00	£46.25

Kenneth Workman	Park keeper duties for August 2021	£704.21	£0.00	£704.21
Kenneth Workman	Park keeper duties for September 2021	£756.00	£0.00	£756.00
Lock & Key Centre	fit new panic hardware to Youth Club door	£521.69	£104.34	£626.03
Lock & Key Centre	Supply/fit Phoenix fire safe cabinet	£1,115.00	£223.00	£1,338.00
M&J Welding	Extend Lugs/extend bolts/reposition slam plate	£200.00	£40.00	£240.00
N Power	Electricity invoice bill period - 01Aug21 - 31Aug21	£747.98	£149.60	£897.58
Mrs S Payne	HP V24 FHD monitor /office milk	£120.89	£0.00	£120.89
Mr C Read	Paint/refuse sacks/Christmas wrapping paper	£140.57	£0.00	£140.57
SLCC	VAT/S106 Training Clerk Sam Payne	£45.00	£9.00	£54.00
SLCC	VAT/S106 Training Cllr C Judge	£45.00	£9.00	£54.00
SLCC	VAT/S106 Training Cllr P Wyatt	£45.00	£9.00	£54.00
Tanswell Technology Ltd	Office365 x2/Bitdefender x1	£32.50	£6.50	£39.00
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Ten2Two Ltd	Assistant Clerk week ending 20 Aug 2021	£440.00	£88.00	£528.00
Ten2Two Ltd	Assistant Clerk week ending 29 Aug 2021	£440.00	£88.00	£528.00
Ten2Two Ltd	Assistant Clerk week ending 3 Sept 2021	£330.00	£66.00	£396.00
Ten2Two Ltd	Assistant Clerk week ending 10 Sept 2021	£440.00	£88.00	£528.00
Ten2Two Ltd	Assistant Clerk week ending 17 Sept 2021	£330.00	£66.00	£396.00
Ten2Two Ltd	Assistant Clerk week ending 24 Sept 2021	£220.00	£44.00	£264.00
Ten2Two Ltd	Assistant Clerk week ending 1 Oct 2021	£220.00	£44.00	£264.00
UK Security Group	Install ANPR CCTV System	£5,462.00	£1,092.40	£6,554.40
UK Security Group	replace failed PTZ camera	£1,000.00	£200.00	£1,200.00
Viking	Cleaning materials/ academic planners	£53.13	£10.63	£63.76
Viking	printer ink & stationery	£32.00	£6.40	£38.40
Viking	Stationery	£31.31	£6.26	£37.57
Total		£21,724.37	£3,802.59	£25,526.96

An

invoice from Beechwood Plumbing and Heating for £950 was not included due to a query which Cllr Read was addressing.

ACTION: Cllr Read

- (c) **MOTION:** To approve the purchase of an Evolis mobile vehicle activated sign (MVAS) from ElanCity at a cost of £1984 from general reserves. **APPROVED**

21.142 Facilities Committee

- i. Cllr McCall gave a short report on the meeting of 21st September 2021.
- ii. Council considered the recommendations of the Facilities Committee:
 - (a) **MOTION:** To appoint Sportsequip.co.uk to carry out repairs to the log lift and install the new playpark equipment at a cost of £3,525. Plus an additional cost of £300 to remove decommissioned play equipment. **APPROVED**
 - (b) **MOTION:** To approve the recommended design of the red kite sculpture. **APPROVED**
The sculptor would be contacted regarding installation. **ACTION: Cllr Read/Cllr Wyatt**
- iii. Council considered three quotes for the relining of the small car park.
MOTION: To appoint Company A, City Road Markings, to reline the small car park at a cost of £750. **APPROVED**
- iv. The park shelter suffers from repeated graffiti, to tackle this problem Council considered two quotes, one to remove the infill panels only and the other to remove the internal sections of the shelter leaving just the bench seats.
MOTION: To appoint M&J Welding to remove the infill panels of the park shelter at a cost of £320. **APPROVED**
- v. The current five-bar allotment gate/barrier cannot be fully opened as it gets stuck on the ground when it is opened. It is recommended that it is replaced with a barrier similar in style to the one at the entrance to the park at a cost of approximately £1120. Council considered two quotes for the installation of the new barrier.
MOTION: To purchase a single bar barrier at a cost no greater than £1120 and appoint Company A, Buckland Landscapes, at a cost of £550, to install the barrier. **APPROVED**
- vi. Council considered three quotes for the repair to two headstones; one that had been damaged by a fallen tree and another that had been vandalised.
MOTION: To appoint Company A, JS Stonemasonry Ltd, to repair the two headstones at a cost of £1,740. **APPROVED**
- vii. Council noted that funds for the restoration work to the Molique Fountain totaling £1355.59 had been paid into the Council's bank account from two CCLA accounts in 2012. Council had

also resolved in 2016 to allocate approximately £10,000 of S106 monies from the Land at Chapel Drive development towards the restoration. In addition, the trustees of the Millennium Map Fund had agreed to donate the remaining funds in the account totaling £880 towards the restoration. Council considered the three quotes.

MOTION: To appoint Company C, Northampton Stonemasons Ltd, to carry out the restoration work on the Molique Fountain at a cost of £7,050 . **APPROVED**

- viii. Molique Fountain Land: In 1993 a licence was issued between the Council and the then owners of The Limes, 1 Twitchell Lane giving them the right to use as a private garden a small piece of land at the rear of the Molique Fountain. A licence fee of £20 per year was agreed. The licence would terminate three months following the death of the owners, which occurred four years ago. It was agreed that a new licence with the current owners be drafted. **ACTION: Clerk**
- ix. Dylan Memorial: Cllr McCall reported that he had met with the family and the skate park designers. A detailed plan and costings will be prepared for Council to consider.

21.143 Community Centre

- i. Cllr Hugues reported that once all the snags have been agreed the architects would be applying for the retention money. The Community Centre Committee need to meet to discuss any issues prior to making a recommendation to Council. **ACTION: CC Committee**
- ii. Several RKP users had raised concerns about the movement of the balcony. The suppliers would be contacted to discuss options to reduce the movement. **ACTION: Cllr Hugues**
- iii. Cllr Hughes informed Council that outstanding snagging issues continued to be worked through and a meeting with the electricians had been arranged.

21.144 Events

- i. The Astonbury 2021 accounts were noted. A number of sponsorships were outstanding and would be chased. A meeting between the Clerk and Ms Tubb would be arranged to finalise the accounts. Ms Tubb agreeing to cover any deficit. **ACTION: Clerk**
- ii. A request for a park permit to hold Astonbury on 13th August 2022 was considered. It was noted that a park permit for a music event would need to be prepared. **ACTION: Clerk**
MOTION: To agree to the request to hold Astonbury on 13th August 2022 at the park should all the requirements for the park permit be fulfilled. **APPROVED**
- iii. An update on the arrangements for the Remembrance Service was noted. The Royal British Legion would be contacted to confirm who would be carrying out the roll call. **ACTION: Clerk**

21.145 Devolved Services

Council considered the condition of the hedges and verges within the village. Cllr Birchley asked Council to consider taking part in The Best Kept Village. Council agreed that budget consideration would be made for this initiative. **ACTION: F&S Committee**

It was noted that a sizable proportion of the unkept areas within the village were owned by Bucks Council. At the meeting with the Local Area Technician scheduled for November the upkeep of Bucks Council land would be discussed. **ACTION: Cllr Wyatt/Clerk**

21.146 Planning Committee

Cllr Mason reported on the recent planning applications considered by the committee.

21.147 Date of Next Meeting: Wednesday 17th November 2021.

The meeting closed at 8.55pm

Signed.....Date