

## DRAFT MINUTES

2021/10



**ASHENDON PARISH COUNCIL**  
**Draft Minutes of Parish Council Meeting**  
**held by VIDEO CONFERENCE**  
**Monday 19<sup>th</sup> April 2021 at 8.00pm**

**PRESENT:**

**Councillors:** Kevin Nash (**KN**), Les Cutis (**LC**), Sian Miller (**SM**), Chris Rand (**CR**), Peter Smettem (**PS**), Venetia Davies (**Clerk and RFO**). Mark Wakeling (**MW**) and Councillor Ashley Waite (**AW**) were also present.

**Parishioners:** There were two Parishioners present.

**Parishioners Question Time**

- David Crwys-Williams (DCW) updated Councillors on a 2020 project currently being considered for Ashendon Playing Fields Association. The Association is planning to update the play area with new equipment including, if funds permit, adult exercise equipment. The scoping study, which includes options and consultation with other Parish Councils including Ludgershall, is being led by Georgina Meadows-Smith. The budget is £100,000. This is to be made up of S106 monies (£12,924 to be spent by 21/4/2017) that were secured as a result of the 2015 development in Lower Pollicott, a Wren application for £50,000 of which 5% is to be from 3<sup>rd</sup> party funding. Assurance from Bucks Council regarding any planning application is slow and, as a result, a grant application prior to August/September is unlikely. The group will also look at various other funding streams. David will provide ongoing updates to the Parish Council.
- David Crwys Williams gave thanks to Kevin Nash for his 17 years as a Parish Councillors (both Councillor and Chair) and to Peter Smettem who was nominated to the PC six years ago. He said the role of a Parish Councillor is often a thankless task and thanked both for their forbearance and help.
- The Parish Council welcomed Mark Wakeling, who has been elected a Parish Councillor. Mark officially joins the PC on 6<sup>th</sup> May 2021.
- Sue Rand asked if background notes to the Agenda could be uploaded on the Parish Council website so that Parishioners are fully informed of discussions prior to meetings.

**1. Apologies**

Paul Irwin (**PI**)

**2. Approval of Minutes – Monday 15<sup>th</sup> March 2021**

The Draft Minutes of the March were accepted as a true record (and will be signed) by Chairman KN.

## DRAFT MINUTES

2021/11

### 3. Matters Arising

- **White Lines.** ACTION: PI to request white lines are refreshed with Colin Woolford, Local Area Technician.
- **Litter Pick.** There was only one volunteer who came forward. KN will return the litter pickers to Bucks Council.

### 4. Declarations of Interest

There were no interests declared.

### 5. Contributions from Buckinghamshire Councillors.

- Cllr Ashley Waite. It is hoped the Bernwode Bus will start to run trips for residents as the pandemic roadmap unlocks. A grant application has been submitted for another community bus. There are two possible extensions for the Greenway (cycle path), from the current end of Waddesdon carpark through to Waddesdon School, and through to Westcott. Despite the slow start to Covid vaccinations, Bucks Council vaccination numbers are better than other counties. Aylesbury Vale had a total number of 6 cases last week, with 23 cases in the whole of Buckinghamshire. Waddesdon PC has installed adult fitness equipment and Ashley will make an introduction to David Crwys Williams for the Ashendon initiative. AW to also pass funding details to DCW.

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

- **Haddenham and Waddesdon Freight Strategy, CR.** Apologies
- **Haddenham and Waddesdon Community Boards (18.03.21).** Attended by KN. The Minutes can be viewed [here](#).

### 7. Correspondence

There was none outside the Agenda items.

### 8. Traffic Calming Measures

PC Tom Chalk has confirmed via Haddenham and Waddesdon Community Boards that volunteers are now able to process Community Speed Watch data again. Ashendon has been offered the camera and Richard Phillips, the lead volunteers, is organising dates. SM has submitted a grant application to the Haddenham and Waddesdon Community Boards for a Speed Indicator Device (SID) at a cost of £5K. An assessment of all three proposed locations with the Road Safety working party and LAT Colin Woolford LAF has been requested prior to the official submission of the application by Elaine Hassell.

### 9. Village Signage for Village Approaches

KN proposed the funds of £2,500 for the Village Signage be reallocated to the Wotton Footpath works. Seconded PS. ACTION: CLERK to write to Bucks Council outlining the reason for withdrawing the project - the quotation being disproportionate - £4,662.00 for the feasibility stage, quotations, and a traffic management plan against the cost of the signs (£410.00) and installation (£750.00).

## DRAFT MINUTES

2021/12

### 10. Wotton Road Footpath

One quotation has been received for works to extend the footpath in Wotton Road. The quotation of £30,940 is for a path on the edge of the road (not through the coppice that would need to be levelled to make it accessible for disabled people and those for pushchairs). There would be an additional price to clear trees and shrubbery and an extra cost if any utilities are required to be relocated. The whole scheme would have to be agreed by Bucks Council. **ACTION: CR to follow up second quotation.** SM expressed her disappointment that an alternative thought that considered both the environmental impact and aesthetic aspect of the footway had not been given. It was agreed an ecologist from Bucks Council would have to assess such a proposal. The funds allocated in this year's budget are £11,000 but with the reallocated funds from the Village Signs (£2,500), the total budget is now £13,500. As works could not be carried out in this financial year, unless grants were secured, it was suggested that the footpath be phased.

### 11. Defibrillator for Pollicott

A resident has kindly agreed the electric supply for a defibrillator from their property to enable a second village defibrillator to be located at the post box in Upper Pollicott. Full costings, including electrician, cabinet, and defibrillator to be presented at the May meeting. **ACTION: SM to present a proposal at the May meeting.**

### 12. Ashendon Playing Fields Association

Following the retirement of Reg Porter, the Parish Council agreed to the quotation of £1,200.00 from Ross Lawry Agricultural Service. This is based on 10 cuts commencing April 2021. Copies of the contractor's insurance and risk assessment have been received. Proposed Peter Smettem, Seconded Les Curtis. Thanks, have been paid to Reg for his mowing works to the playing fields over the years.

### 13. Footpaths Wardens.

The Parish Council thanked Andy Howes for his efforts in recruiting and co-ordinating volunteers for an inspection of the footpaths, the results of which are being collated. There was a question about the responsibility of bridges (Council/landowners or both) and the supply of way markers. A report will be compiled and discussion with landowners held were relevant. It was brought to the Parish Council's attention that footpath No. 7 has been diverted. The PC does not believe that this was notified to the Parish Council as a diversion order. **ACTION: CLERK to enquire with Bucks Council. CLERK to bring forward for May meeting.**

### 14. Village Website

Parishioner Peter Johnson, who set up the present Ashendon Village website (ashendon.org.uk), has kindly offered to move and update the current website to the Hugo Fox platform.

### 15. Finance

- a. **Balance from Minutes of previous meeting (15<sup>th</sup> March 2021): £18,812.54**
  - **Receipts: £0.00**
  - **Debits: £0.00**

## DRAFT MINUTES

2021/13

- **Plus unrepresented cheques:** £288.25 (£280.00 Len Holder + £8.25 2D Print World)
  - **Less standing orders:** £0.00
  - **Balance of Bank Account: £19,100.79** (as at 23rd March 2021)  
**Available Funds: £18,812.54** (balance of bank account less unrepresented cheques)
- b. **Orders for Payment: £283.48.** Proposed PS, seconded CR
- **Venetia Davies** - £19.65 – Clerk travel (9.45) and stamps (£10.20)
  - **BHIB Ltd** - £263.83 - Parish Council Annual Insurance
  - **BALANCE: £18,529.06** (Available Funds less Orders for Payment)
- c. **Management Report**, April report circulated.
- d. **Audit/Annual Governance Statement 2020/21.**  
Councillors reviewed and approved the effectiveness of the system of internal control and the annual governance statement. It also considered the Accounting Statement and approve by resolution. **ACTION: KN/CKERK to sign. CLERK to instruct Internal Auditor and submit audit to PKF Littlejohn.**

### 16. Planning

- **21/01108/APP - The Ridge House, Main Street, Ashendon, HP18 0HB**  
Single storey rear infill extension. Comment Date: 22<sup>nd</sup> April 2021  
**ACTION: CLERK to return NO OBJECTIONS to Buckinghamshire Council**

### 17. Town and Parish Council Elections

The Parish Council is disappointed that Ashendon will be an Uncontested Election on 6<sup>th</sup> May 2021 with only 4 candidates having been nominated for 5 seats. It was hoped that some younger candidates had come forward. The Parish Council will look to co-opt an additional Councillor.

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

- **Town and Parish Council Elections** – Thursday 6<sup>th</sup> May 2021. Voting in Ashendon Village Hall for those who are not doing postal notes.
- **Calvert & Greatmoor CLGs** - Thursday 22nd April at 6pm, via MS Teams. Apologies from PS.
- **Play Around the Parishes** - Wednesday 18 August 2021, 10.00-12.00pm

### Kevin Nash

Standing down from his role with the Parish Council, Kevin Nash thanked both Councillors and the Clerk for their contributions. He listed the achievements of the Parish Council over the years and said the PC should be commended on the successes made of which these include: the construction of a car park, the installation of a bus shelter, the acquisition of Boughton's Peace and the removal of trees, the provision of a new bench in Boughton's Peace, the replacement bench by the Wotton turn, the refurbishment of the water pump, the provision of a defibrillator, the installation of four kissing gates, the installation of a stile for a new permissive path, the kerbed and constructed footway along the Causeway, the commencement of funding for the MUGA and the commencement of the broadband initiative with negotiated funding from Thames Water. The support given to APFA grass cutting and insurance, the organised litter picks and the initiated footpath inspections were also referred to.

DRAFT MINUTES

2021/14

19. Date and Time of Next Meeting:

**ANNUAL GENERAL MEETING**

**Monday 17<sup>th</sup> May 2021 at 8pm in Ashendon Village Hall or by Video Conference (tbc)**

**Parishioners are invited to the meeting but are required to email the Clerk at [ashendonpc@gmail.com](mailto:ashendonpc@gmail.com) for a Zoom meeting ID number and password if the meeting is by Video Conference.**