

Minutes of the Meeting of the Parish Council on **Wednesday 21st July 2021** at  
**6.30pm** in the **Parish Office**, Aston Clinton Park, London Road, Aston Clinton,  
HP22 5HL

**Present**

Cllr Read (Chairman)  
Cllr McCall  
Cllr Ronson  
Cllr Wyatt  
Cllr Mason  
Cllr Judge  
Cllr Hughes

**In attendance**

R Bennet (recording) and 9 members of the public. No Clerk was present for the meeting.

**21.95 Apologies & Co-option**

Apologies had been received from Cllr Collins.

**MOTION:** To co-opt Alun Goode to the parish council PROPOSED by Cllr McCall, SECONDED by Cllr Mason and AGREED.

Cllr Goode joined the meeting and signed the Declaration which in turn was signed by the Chairman.

**21.96 Declarations of Interest**

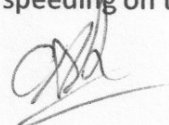
For councillors to declare any personal and/or prejudicial interest in items on the agenda  
There were none.

**21.97 To approve the minutes of the last Parish Council meeting – 16/6/21** PROPOSED by Cllr McCall, SECONDED by Cllr Ronson and AGREED.

**21.98 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.

The following items were discussed as part of the public participation:

- Parish Council meeting start time: It was raised that these had been moved to start earlier at 6.30pm. It was acknowledged that while this may not suit all residents, it had been agreed by all cllrs attending the meetings.
- Elections: It was raised that although elections were taking place the following week to fill three vacancies on the Parish Council, there had been no information shared with residents regarding those standing for election. It was made clear by the Chairman that it was the responsibility of those standing to promote themselves. Cllr Mason agreed that she would discuss with Electoral Services at Buckinghamshire Council the following day about sharing the candidate packs and to also contact the candidates to make them aware of the issue raised.
- Residents from Normill Terrace attended the meeting to raise the issues of speeding on the



stretch of road and highlighted the recent RTA; a reduction in speed limit had been approved by TfB but not yet implemented. Following a lengthy conversation, it was agreed that the parish council would put the residents in contact with the Road Safety Officer and would implement a working group to take forward. Cllrs Wyatt and McCall also agreed to carry out speedwatch in the area over the next few days.

#### 21.99 Council

i. Election update

The Parish Council election would take place on 29 July 2021. There were three vacancies with four candidates in the running.

ii. Reports from external bodies

- Code of Conduct – Meeting was well received and would be held quarterly.
- Waiting Restrictions at Shell Garage – Meeting with Buckinghamshire Council had been held with proposals agreed.
- Cllrs Ronson and Judge had attended training for Parish Councillors. It was stated that it was a good refresher for any existing cllr to attend.
- Cllrs Read and Mason had attended the Chairman's Training.
- Parish Liaison Meeting – recent meeting with Martin Tett and an introduction to all of the new Cabinet Members. Cllr Mason stated it was a good session and highlighted that BC were genuine about working at a local level with parish councils.

iii. Community Board update

No update was given.

iv. Community Speedwatch update

Three sessions had taken place since the last meeting and a member of the public had also attended in order to be trained using the equipment. Going forward, further consideration needed to be given to the time of day they took place.

#### 21.100 Finance and Staff Committee

i. Month-end budgets and report

Due to the absence of a clerk, it was agreed to defer this item for three months.

ii. Bank and payments update

Online banking had now been set up.

iii. Payments to be agreed

Those items recommended for payment by the Finance and Staffing Committee had been circulated to all cllrs prior to the meeting for them to review. Two further invoices had also been added.

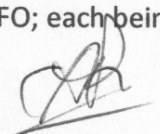
**MOTION:** To approve payment of invoices as presented PROPOSED by Cllr Mason, SECONDED by Cllr McCall and AGREED.

iv. Staffing sub-committee

- Recruitment update and recommendation to employ new clerk/RFO

It was highlighted that the Staffing Sub Committee had now been disbanded. A recruitment updated was given as follows:

- Two candidates (A&B) had been shortlisted for the role of Clerk/RFO; each being



interviewed by four cllrs.

- Discussion were held regarding the merits of each candidate.
- It was recommended that candidate A be offered the position of Clerk & RFO.

**MOTION:** To agree recommendation for employment of candidate to clerk/RFO position PROPOSED by Cllr Ronson, SECONDED by Cllr Wyatt and AGREED.

- Temp. clerk role

Cllr Mason had been holding the post in the interim and was thanked for all the work she had done. Cllr Mason would continue to support until new Clerk was in post.

**MOTION:** To agree Cllr Mason to cover clerk's duties until new clerk in post PROPOSED by Cllr McCall, SECONDED by Cllr Wyatt and AGREED.

v. S106 Land south of Aylesbury Road update

Notification had been given that there was availability of funds from the development, although the amount was still to be confirmed by Buckinghamshire Council. Once this was known, discussions would be held at the working party.

## 21.101 Planning Committee

i. Reports from the Committee and decisions on any applications

Cllr Mason, Chairman of the Planning Committee gave the following update from the meeting on 30 June 2021:

Small Scale

- 4 Sawdy Drive – No Objection. **Noted:** since the planning meeting BC had refused the application and asked to reapply.
- 2 Beaconsfield Drive – Concerns raised due to tree being felled. Original comments would still stand, and Cllr Mason would compose follow up comments.
- Moo's Barn Longhorn Farm – No Objection.
- The Crest House Chivery – No Objection. **Noted:** since the planning meeting BC had refused the application.
- Amber Glen Stud, College Road - OBJECTION on the grounds of intrusion into countryside and potential ecological impacts. Cllr Mason agreed to draft the comments.
- 102 Weston Road - OBJECT on the grounds that it changed the 'set form' for dwellings in Weston Road.
- 5 Hedley Close – NO OBJECTION.
- 15 Beechwood Way - NO OBJECTION.

Large Scale:

- Unit 4 Plot A Symmetry Park – Comments regarding concerns about light and noise pollution to be submitted.
- Land on west side of College Road North – NO OBJECTION.
- Land south of Aylesbury Road – Further clarification required; item deferred.





## 21.102 Facilities Committee

A Facilities Committee meeting had not been held since the previous Parish Council meeting. Items for discussion could be agreed at the Parish Council meeting as it consisted of the same members.

i. Street naming – Land south of Aylesbury Road development

The developer had submitted suggested street names for the development, but these had been rejected. It had been agreed that names from the war memorial in the village would be used. Following a discussion, the following four road names were agreed:

- Hendrix Drive
- Miller Avenue
- Hawkes Rise
- Blythe Close

**MOTION:** To agree street names for submitting to Bucks Council PROPOSED by Cllr Mason, SECONDED by Cllr McCall and AGREED.

ii. Headstone Churchyard

A quote for the headstone was still outstanding so the item was deferred.

**MOTION:** to agree quotes for securing of fallen headstone – DEFERRED.

iii. Churchyard - blue granite headstone

The Parish Council discussed the request for a blue granite headstone, which went against the Diocese policy. Discussions had taken place with the vicar and also highlighted that blue granite had been used on other plots nearby. It was agreed that the parish council would make their own decisions as they owned the churchyard. It was agreed the headstone would be allowed, but it was noted that this was not a blanket approval and that all requests would be considered on an individual basis.

**MOTION:** to agree to the use of blue granite headstone

**AMENDED MOTION** (PROPOSED by Cllr Ronson, SECONDED by Cllr Mason and AGREED): to agree to the use of blue granite headstone for the individual application submitted PROPOSED by Cllr Ronson, SECONDED by Cllr Judge and AGREED

iv. Small car park lining & bay marking

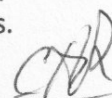
The temporary building had now been removed and the lining needed remarking.

**MOTION:** To agree renewal of lining & bay marking in small car park PROPOSED by Cllr McCall, SECONDED by Cllr Judge and AGREED.

v. Astonbury 2021: Update from the working party

The following update was given:

- With the relaxation of covid restrictions, the organisers of the event wanted to go ahead.
- Budget had been committed to the event.
- Work to ensure compliant will all relevant aspects i.e. health and safety, insurance and risk assessments.
- Information submitted to Buckinghamshire Council Safety Advisory Group which then filtered through to Bucks Fire, TVP, Ambulance Service and St John's.
- The format would follow the same as previous years.



- Security, event management and car parking arrangements needed to be confirmed.
- Significant signage at the event regarding social distancing recommendations to be in place.
- A license was required for the bar and sufficient ventilation for anything enclosed.

vi. Dylan Memorial: Update on proposals

Cllrs McCall and Wyatt had met with Dylan's mother to discuss proposals for Dylan's memorial. Four options had been put forward and it was highlighted that the memorial should be long lasting, good value for money and in keeping with the park.

Due to the amount of money raised, two options were agreed to explore further; a zip wire and a trail for the younger children to use their scooters.

vii. New car park gate to allotments

The gate to the allotment had been fixed a number of times but was still causing a problem. It was agreed a replacement would be a justified expenditure. Quotes would be sought, and the item would come back to a future meeting for agreement.

viii. Trim Trail repair to A frame

Two posts needed to be replaced, although it was thought it would be more practical to repair rather than replace. Discussion to be held with contractor about best approach and cost.

**MOTION:** To agree a repair to the A frame rather than replace

**AMENDED MOTION:** (PROPOSED by Cllr Mason, SECONDED by Cllr Ronson and AGREED): To agree a repair to the A frame rather than replace if cost effective PROPOSED by Cllr Mason, SECONDED by Cllr McCall and AGREED.

ix. AC Youth Club/FC - Referees training course 1/9 & 5/9

The Parish Council asked that consideration be given to the weather and state of the pitch nearer the time.

**MOTION:** To agree use of football pitch and Churchill Hall for training course PROPOSED by Cllr Goode, SECONDED by Cllr McCall and AGREED.

x. CCTV update / Gib Lane grant.

£6.5k had been awarded through the Gib Lane project for a new CCTV system to be installed. The council had until September to put forward all supporting information. It was raised that ANPR was another project that would be discussed.

xi. Any event requests and updates

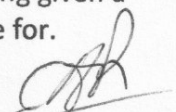
The Colts had requested to hold mini tournaments in September as a number of events had not taken place due to covid restrictions. It was agreed in principle and a motion would be added to the EM Meeting on 4 August.

A request had also been made regarding photos being taken in the park. It was agreed they would be asked to complete an events form.

## 21.103 Community Centre Committee

i. Snagging updates

Cllr Read updated that 37 snagging items were still outstanding. These were being given a RAG status and Edgar Taylor confirming a timeline for those they are responsible for.





The pumping station alarm continued to go off with a callout taking place costing a £255 fee; this had been agreed by Delegated Authority and could be recouped if the fault of the contractor. It had been confirmed that there was an issue with one pump and investigation work would take place to resolve. This work would be at a cost of approximately £400. Once known what the blockage was, the relevant party could pay the costs. It was highlighted that there needed to be adequate signage up regarding the pumps and items that could not be disposed of using the toilets.

ii. Landscaping updates

The front lawn had been completed and areas to the side of the office. The southside was still on the snagging list to be completed and expected to be by the end of the summer.

iii. Café lease update

The café lease needed to be drafted from scratch as the old one was no longer fit for purpose. A meeting would be held to discuss and cllrs were in conversation with the café tenant.

iv. Waste collections & bins

It had been highlighted that additional bin capacity was needed in the park, especially when the park was busier. An additional collection was not possible, so it would be investigated if the bin area could be expanded and another one purchased.

v. Acoustic panels in meeting rooms/main hall

The main hall and upstairs were getting a lot of noise reverberation, making them not fit for purpose with echo reduction required; a number of complaints had been received and a loss of business. Three quotes had been received, however these varied wildly in cost. The parish council reviewed the quotes and agreed in principle, to go with the cheapest quote as all three proposals were similar. It was also agreed that before anyone would be instructed to complete the work, Cllr Hughes would contact the architect to discuss a potential contribution as it was considered a design flaw.

**MOTION:** To agree quote for installation of acoustic panels in main hall and upstairs meeting rooms PROPOSED by Cllr Mason, SECONDED by Cllr McCall and AGREED.

vi. Main hall flooring - maintenance & upkeep programme.

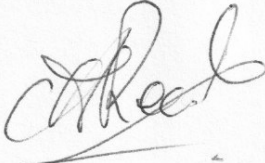
The floor provider had given specialist advice to maintain the flooring and it was agreed that this would be an item added to the café lease.

vii. Chiltern Building Design update

Cllr Read had started to complete the application for the Chiltern Building Design Award. The community centre would be submitted under the modern category and Cllr Read would share the application before it was submitted, which had to be by the end of the month.

It was also raised that the café tenant had mentioned the lack of air conditioning in the community centre and if it were a possibility the parish council would consider installing it. The parish council discussed, and it was agreed that it was not something they could support. It had been discussed at the design phase of the project and considered too expensive and not ecofriendly. The Monodraught system in place should change the temperature by 5 degrees to outside.

**21.104 Date of next meeting**  
18 August 6.30pm

 CHAIRMAN  
18<sup>th</sup> Aug 21 