



# ASTON CLINTON PARISH COUNCIL

## Minutes of the Council Meeting

held at 6.30pm on 16<sup>th</sup> November 2022 at the  
Parish Council Office, Aston Clinton Park, London Road HP22 5HL

**PRESENT:** Cllr C Read (Chair), Cllr P Birchley, 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) & two members of the public (for agenda item 22.75 & 22.81ii).

**22.75 Questions and Comments from the Public.** A member of the public reported that a fun run was being planned for September 2023 which the organisers would like to start and finish in the park. It was agreed that an event application form be completed for consideration.

**22.76 To Receive Apologies for Non-Attendance.** None received.

**22.77 To Receive Declarations of Interest or Requests for Dispensation.** Cllr Collins declared an interest in agenda item 22.80iii as he was involved with Aston Clinton Tennis Club.

Cllr Wyatt declared an interest in agenda item 22.81iii as he knew one of the contractors tendering for the gardening services contact.

**22.78 To Approve the Minutes of the Council Meeting held on 19<sup>th</sup> October 2022.**

The minutes of the meeting held on 19<sup>th</sup> October 2022 were approved as a true and accurate record and were signed by the Chair.

**22.79 Council**

i. Reports from external bodies: Nothing to report.

ii. Updated Data Protection Policy: **It was resolved to adopt the updated Data Protection Policy.** **ACTION: Clerk**

iii. Updated Privacy Notice: **It was resolved to adopt the updated Privacy Notice.** **ACTION: Clerk**

**22.80 Finance & Staffing**

i. The balance sheet and income and expenditure reports at 31<sup>st</sup> October 2022 were noted. Income was £421,610 and expenditure £258,722.

Council considered the income from the all-weather pitch. The Clerk reported that the Council received 10% of the income AC Football Club received from hiring out the pitch as well as a base rent. It was agreed that these fees be reviewed. **ACTION: Clerk**

ii. Payments totaling £9,819.68 were approved.

**Payments over £500**

Date	Company	For	Amount £	Vat £	Total £
19/10/2022	E.T.C Sports Surfaces	MUGA repaint and reline	£3,300.00	£660.00	£3,960.00
31/10/2022	Frank Cooper & Son Ltd	Grounds Maintenance	£1,442.92	£288.58	£1,731.50
08/11/2022	H A Phipps	Remove old/install new allotment gate	£860.00	£0.00	£860.00
01/11/2022	Mr Ken Workman	Park keeper duties Oct 22	£630.00	£0.00	£630.00
			<b>£6,232.92</b>	<b>£948.58</b>	<b>£7,181.50</b>

iii. Grant application: An application from Aston Clinton Tennis Club for a grant of £7,000 towards the installation of new LED floodlights to replace existing floodlights was considered. The Clerk informed Council that £6327 remained in the grants budget. Council discussed the benefit of the project to Aston Clinton residents and the level of grant to be granted. **It was resolved with the Chair having the casting vote that a grant of £5,500 be granted to Aston Clinton Tennis Club towards the installation of LED floodlights.**

## 22.81 Facilities

- i. The draft minutes of the 2<sup>nd</sup> November 2022 Facilities Committee meeting were noted.
- ii. Request to plant a memorial tree dedicated to Danny Storr: The location would be the other side of the stream near the meadow pitch as three poplars had been planted in this area some years ago with only one surviving. The tree would have a protected guard and would be watered by the family. **It was resolved that a black poplar tree be planted with a memorial plaque dedicated to Danny Storr on 4<sup>th</sup> December 2022.** ACTION: Clerk
- iii. Gardening services tender: The Clerk reported that the gardening services tender had been sent to five contractors and two had quoted. **It was resolved that quote 2 at £2,450 for 70 hours, from Bee Happy Gardens be accepted should the contractor agree to absorb the cost of the waste removal and the hours worked did not exceed 70.** ACTION: Clerk
- iv. RKP Balustrade: A quote to install grips to the balustrade to further secure it was considered. **It was resolved to accept the quote from M&J Welding for £275 to provide 'U' shape sections and fixing plates to secure the RKP balustrade.** ACTION: Clerk
- v. RKP snags and sign off: Cllr Hughes reported that he had compiled a list of the snags that need to be completed. It was agreed that the outstanding issues would need to be addressed prior to instructing the architects to issue a building completion certificate and payment of the retention funds. ACTION: Cllr Hughes

## 22.82 Events

- i. Remembrance service: It was noted that the roads would need to be closed from 10.30am for safety reasons as children were congregating on the road from that time. It was agreed that the cost of the bugler be split equally with the Royal British Legion. ACTION: Clerk
- ii. Santa's float: The event would take place over two days; Saturday 10<sup>th</sup> and Sunday 11<sup>th</sup> December between 4pm and 7.30pm. The float would finish at the RKP on Saturday where the Ellesborough Silver Band would play Christmas music. It would finish at The Oak on Sunday where there would be carol singers. **It was resolved that funds collected door to door and via the just giving page would be split between the 1<sup>st</sup> Aston Clinton Scouts, the Chiltern MS Centre and the Rennie Grove Hospice.** ACTION: Clerk
- iii. RKP official opening: The event was postponed to Friday 21<sup>st</sup> April 2023. The Lord Lieutenant of Buckinghamshire, the Chair of Bucks Council and RKP tenant had been advised.
- iv. RKP Christmas tree: A tree lighting event would take place on Monday 5<sup>th</sup> December at 4pm. The Aston Clinton School choir would be invited to attend and the pupils would be asked to switch on the lights. The costs for providing a ground anchor system for the Christmas tree and the provision of electricity to the site were considered. **It was resolved that a ground anchor and electricity be provided at a cost no greater than £550 and Christmas tree lights be purchased at a cost no greater than £250.** ACTION: Events WG
- v. Contactless card reader: **It was resolved to purchase two contactless card readers from Sum Up at a cost of £39 each and a transaction fee of 1.69%.** These would be used for the collection of funds for Santa's Float. ACTION: Clerk

## 22.83 Highways & Streetlights

- i. Green End Street traffic survey: The speed tubing which would collect the data would be installed on 22<sup>nd</sup> November 2022.
- ii. Stablebridge Road: Bucks Council's consultation on the lowering of the speed limit on Stablebridge Road had been extended to 19<sup>th</sup> December 2022.
- iii. Devolved services: It was noted that the current devolved services agreement with Buckinghamshire Council had been extended for one year from 1<sup>st</sup> April 2023.

**22.84 Planning Committee**

- i. The minutes of the 29<sup>th</sup> September and draft minutes of the 10<sup>th</sup> November 2022 Planning Committee meetings were noted.
  - a) It was agreed that a traffic consultant be instructed to carry out a traffic survey as part of the neighbourhood plan review. As the cost was likely to be in excess of £3000, at least two quotes would be sought. **ACTION: Planning Committee**
  - b) It was agreed that a planning consultant be instructed to oversee the neighbourhood plan review. As the cost was likely to be in excess of £3000, at least two quotes would be sought. **ACTION: Planning Committee**

The meeting closed at 8.25pm

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