

# DRAFT MINUTES

2020/21



**ASHENDON PARISH COUNCIL**  
**Draft Minutes of Parish Council Meeting**  
**held by VIDEO CONFERENCE**  
**Monday 16th November 2020 at 8.00pm**

**PRESENT:**

**Councillors:** Kevin Nash (**KN**), Les Curtis (**LC**), Sian Miller (**SM**), Chris Rand (**CR**), Peter Smettem (**PS**), Venetia Davies (**Clerk and RFO**). Councillors Paul Irwin (**PI**) and Ashley Waite (**AW**) were also present.

**Parishioners:** There were 4 Parishioners present.

**Parishioners Question Time**

- **Debris blocking road gratings at Lower End.** Bucks Council had notified the PC that a mechanical road sweep (monthly, to any road that is publicly adopted and has a kerb line) was due to take place on or around 28<sup>th</sup> October. Whilst this may have happened, it was thought that a road sweeper would not get close enough to the kerb in Lower End due to an overhanging hedge. It was also agreed that there was a lot of places where Bucks Council is not sweeping – by the bus shelter, church, and junction of Lower End. **ACTION: CLERK to copy correspondence with Street Scene to PI for PI to follow up.**
- **Traffic calming measures.** Prior to the meeting, a Parishioner had circulated an email to the Parish Council on proposed traffic calming solutions at the Westcott end of Main Street where there is no footpath from East Farm/Jasmine House to the short footpath opposite Warmstone House. The Parish Council was asked to discuss, under Item 10, the need for traffic calming measures and the options available to slow traffic.
- **Email Alerts.** A Parishioner was no longer receiving [email alerts for the PC website](#). **ACTION: CLERK to contact Parishioner.**

**1. Apologies**

There were no apologies.

**2. Approval of Minutes – Monday 21<sup>st</sup> September 2020**

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

**3. Matters Arising**

- **Village repairs.** Repair to bank outside the Old Forge. Thought to be satisfactory by LAT.
- **Old speed camera.** PI gave the PC permission to disposed of the old speeding camera.

## DRAFT MINUTES

2020/22

### 4. Declarations of Interest

Les Curtis expressed an interest in Item 18. 20/03644/APP - Jasmine House, Main Street, Ashendon, HP18 0HB.

### 5. Coronavirus Pandemic

In addition to the Ashendon Support Group, Parishioners can call the Buckinghamshire Council Coronavirus call centre on **01296 395000** if help is needed.

### 6. Contributions from Buckinghamshire Councillors

- **Cllr Ashley Waite.** Due to better supermarket slots, residents are finding it easier to get provisions than during the first lockdown. Buckinghamshire Council's has announced an Additional Restrictions Grant available to businesses whose turnover has been badly impacted by the restrictions but who are not eligible for the Local Restrictions Support Grant. This goes live from Wednesday. Waddesdon Secondary School is having to close for a deep clean. Buckinghamshire Council has issued its response to the Government's White Planning Paper.
- **Cllr Paul Irwin.** Paul thanked Ashendon for its tremendous support for the Bernie Christmas Toys and Christmas Meals campaign. There is now enough money to give over 200 meals to local residents on Christmas Day. Other monies will be distributed amongst local animal charities. Bernie will visit Ashendon on 12.12.20 with Santa, his elves and more on board!

### 7. Reports from Councillors attending meetings and outside organisation

- **Community Boards (KN, 24.09.20).** Apologies.
- **Greatmoor CLG Meeting (PS, 8.10.20).** An increase in 600 lorry movements a day is expected in 2021 when railway access is stopped because of HS2. Whilst Ashendon is not on the approved HGV routes, this will affect the A41.
- **Green Future Bucks/Chiltern Rangers (SM, October 2020).** Villages and other environmental groups presented several interesting green initiatives. Ashendon PC has committed to spend time with Chiltern Rangers (when able) to explore what Ashendon can do as a community to improve various aspects of the environment. SM to arrange a date and invite interested people to join. Funding of up to £2,500 is available from Green Future Bucks.
- **Waddesdon Freight Project, WFP (PS, 27.10.20).** PS was pleased with the achievements of the Waddesdon Freight Project and the wider Community Boards highways group. A zone, regarded as Zone 1 (a triangle from Thame to Aylesbury up to Bicester and including Ashendon) is being recommended to Buckinghamshire Council for a ban on HGV's. This will prevent vehicles of 7.5 tonnes to this zone (other than deliveries to households). The WFG has previously been successful in stopping HGV's going through Ashendon. Chris Rand and Les Curtis agreed to become involved on the issue of farm traffic going through villages.  
**ACTION: PS to formally invite CR/LC to join the group by way of email.**

### 8. Correspondence

- Email from Parishioner regarding visibility issues on Main Street and requesting a mirror or alternative be installed. Buckinghamshire Council has said that it will not permit a mirror on the verge. It has been recommended to reduce the height of the hedge.

## DRAFT MINUTES

2020/23

- Email from Parishioner requesting the Parish Council considers the installation of a defibrillator in Pollicott. The Parish Council agreed in principle to the installation of a second defibrillator but need to consider its electrical supply and location. **ACTION: CLERK to contact E-on and bring forward for the December agenda.**

### 9. Footway Works

The Footway works will commence **Monday 23rd November until 4th December 2020**. Traffic will be controlled by 3-way traffic lights (one each end of the Causeway, at Lower End, and one in Wotton Road). The Parish Council has applied to the Community Board for match funding (£11,000) and awaits the outcome.

### 10. Traffic Calming Measures. David Crwys-Williams email.

The issue of speed in the village and longer-term measures to address this was discussed in some depth. It was considered by a Parishioner that 'good fortune', rather than because of there being any safety measures in place, that a serious accident had not occurred in the village. Measures such as a 20mph speed limit campaign, road narrowing signs, refreshing of white lines, sentinel speed surveys, the installation of a moveable Speed Indicator Device (SID) with a message – 'slow down/tight bend/children crossing', more Police presence (PI to ask Danny Fahy), high vis jackets for school children to and from the bus, etc were discussed. PI informed the meeting that road humps would not be agreed and that measures such as rumble strips and a build out would require a feasibility study. Cuddington's recently installed build-out was in the region of £48,000 + VAT. It was agreed that a group of concerned Residents should set up a working group to explore a mix of measures with Buckinghamshire Council (initially with Colin Woolford, Local Area Technician and Paul Irwin). PI highlighted that Ashendon would likely fit the criteria for funding when works to Waddesdon crossroads commence. David Crwys-Williams kindly agreed to lead the group. **ACTION: DCW/SM to liaise with PI and begin to create a Traffic Action working group. A Zoom meeting to be arranged. Traffic Calming measures to be regularly brought to the PC agenda. PI/CLERK to obtain the cost of a SID.**

### 11. Village Signage for Village Approaches

Signage for the three approaches to Village entrances have been allocated a spend of £2,500 in the setting of the 2020/21 budget. KN has circulated examples to Councillors asking them to consider the location of the new updated signs, currently two at East Farm, one at Harrow Cottages and one at Hill Farm, and to obtain views on design – a logo/Welcome to Ashendon or a landscape design. **ACTION: KN to update at December meeting.**

### 12. Salt Bin

It was agreed not to replace the salt bin between Wotton Road and Main Street. The cost of a first fill was noted at approximately £150.00.

### 13. Sewage Works

The tree planting has been agreed around the sewage works. This was on private land and the owner was thanked for his co-operation. The planting will be completed next week.

## DRAFT MINUTES

2020/24

### 14. Community Led Plan

SM is awaiting a response to her email to Greg Smith which asks to consider ways in which Ashendon and other villages like Ashendon (Chearsley has similar concerns) can be included in a mainstream implementation of Gigabyte Broadband.

### 15. Trees on Parish Land

- Works to trees on Boughton Peace will commence on Monday 23<sup>rd</sup> November.  
**ACTION: KN/CLERK to inform Residents and load on Website.**
- Tree Preservation Orders (TPO) on trees (individual or group). PS has noted the group of five sycamore trees along the Causeway to be worthy of a TPO. Further trees were identified. **ACTION: PS to liaise with SM and David Crwys-Williams and apply for TPO's.** A TPO will protect trees in the interests of amenity. It prohibits certain works to trees without the local authorities' consent.

### 16. Projects for 2021/22

Suggestions for projects for 2021/22 included professional landscaping in the area around Lower End and a tarmac path through Boughton's Peace. These to be considered in the Precept setting for 2021/22. **ACTION: CLERK to agenda for December/January meeting.**

### 17. Finance

- a. **Balance from Minutes of previous meeting (21<sup>st</sup> September 2020): £31,564.11**
  - **Receipts:** £8,145.00 (Precept)
  - **Debits:** £73.74 (E-on)
  - **Plus unrepresented cheques:** £40.00 (Information Commissioner's Office)
  - **Less standing orders:** £476.68 (Clerk salary – September and October)
  - **Balance of Bank Account: £39,198.69** (23<sup>rd</sup> October 2020)  
**Available Funds: £39,158.69** (balance of bank account less unrepresented cheques)
- b. **Orders for Payment: £772.45, Proposed CR, seconded LC**
  - **Keltic Traffic Management - £90.00** (£75.00 + £15.00 VAT) - CAD TM Plan.
  - **Venetia Davies - £9.45** - Clerk travel
  - **Venetia Davies – £25.00** - Poppy Wreath
  - **RTM Landscapes Ltd - £408.00** (£340.00 + £68.00 (VAT) Grass Cuttings – October
  - **PKF Littlejohn LLP - £240.00** (£200.00 + £40.00 VAT) Parish Council Audit.
  - **BALANCE: £38,386.24** (Available Funds less Orders for Payment)
- c. **Notice of conclusion of audit.** The Annual Governance & Accountability Return for the year ended 31 March 2020 is now complete.
- d. **Management Report,** November report circulated.

### 18. Planning

- **20/03611/APP - Valley Farm, Upper Pollicott, Ashendon, HP18 0HH**  
Change of use of an agricultural building to two dwellings. Comments by: 19.11.20  
**ACTION: CLERK to return No Objections to Buckinghamshire Council.**

## DRAFT MINUTES

2020/25

- **20/03708/APP - Pollicott Barn, Upper Pollicott, Ashendon, HP18 0HH**  
Demolition of existing garage. Single storey garage to the side of the house with linked walkway attached to the clipped roof end of the property. Previous planning approved on 14/02543/APP Approved. Comments by: 27.11.20. **ACTION: CLERK to return No Objections to Buckinghamshire Council.**
- **20/03644/APP - Jasmine House, Main Street, Ashendon, HP18 0HB**  
Demolition of existing dwelling and erection of three dwellings. Comments by: 23.11.20 **ACTION: CLERK to return No Objections to Buckinghamshire Council but request that a condition is placed (on any permission granted) to prevent any residential occupation of any part of the development until the whole development, including landscaping, is completed to the satisfaction of the Local Planning Authority. To also ask if a small footpath or pedestrian front be installed to ensure safety.**

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

- Pre-Submission Draft Neighbourhood Plan for Cuddington. Comments by 7<sup>th</sup> December 2020.
- Haddenham and Waddesdon Community Board - Board meeting rescheduled from 5th November to Wednesday 25th November 2020 at 7pm
- Greatmoor CLG Meeting - 21st January 2021 at 6pm via Teams

### 20. Date and Time of Next Meeting:

**Monday 14<sup>th</sup> December 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.