

DRAFT MINUTES

2019/05

ASHENDON PARISH COUNCIL
Draft Minutes of Parish Council Meeting
held in Ashendon Village Hall
Monday 18th March 2019 at 8.00pm

PRESENT:

Councillors: Kevin Nash (**KN**), Les Curtis (**LC**), Sian Miller (**SM**), Chris Rand (**CR**), Venetia Davies (**Clerk and RFO**).

Parishioners There was three Parishioners present. Cllr Paul Irwin (PI) and PCSO Danny Fahy were also present.

Parishioners Question Time

- A Parishioner complained about the stones on the verge outside the Church gate and stated that they caused difficulties to people with disabilities getting in and out of cars. She also asked that a 'pull in' be created for vehicles attending weddings and funerals. It was suggested that, if the road were to be widened, it should be on the opposite side which was not kerbed but that any works would be expensive, and the Parish Council would have to pay. It was agreed to discuss at a further meeting. **ACTION: CLERK to agenda for May meeting.**
- A Parishioner requested the overhanging laurels opposite the 'Shop' are cut back or removed as they protrude into the road and inhibit access for high-sided vehicles. It was noted that the laurels were originally planted in the grass verge by the developer to provide privacy. **ACTION: KN to liaise with owners of adjacent property to discuss remedial works.**
- A Parishioner expressed concerns over the increase in the Parish Council precept from £14,250 to £19,250 and requested sight of the 2019/20 Parish Council budget. It was asked if there is a restriction on the PC for paying for kerbing works when the principle authority for highways is Bucks County Council. The meeting was reminded that the footpath in the Causeway was a request of the Community Led Plan for School children walking to the bus shelter. The reason for installing kerbstones is to prevent further erosion of the footpath and to slow traffic as the road will be perceived to be narrower than at present. The Parish Council budgeted to complete this work in 2019/20. **ACTION: CLERK to forward a copy of the 2019/20 budget. CLERK to obtain assurance from BALC that it has the power to contribute towards kerbing on a highway.**

- **Apologies for Absence**
Peter Smettem (**PS**).

- **Approval of Minutes – Monday 21st January 2019**
Draft Minutes were accepted as a true record and signed by Chairman, KN.

- **Matters Arising**
 - Elder in Churchyard and surrounds. **ACTION: LS/CR to remove.**
 - **Connecting Ashendon – Broadband. ACTION: CLERK to agenda for update as works progress.**

- **Declarations of Interest**
There were no interests declared.

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- **Contributions from BCC Cllr and AVDC Cllrs**

Cllr PI informed the meeting that the roundabout at Westcott had been postponed (the roundabout has been repositioned which has required land negotiation and an additional cost of £800K to the original plan. This will be an agenda item at the Westcott Annual Village Meeting). Unitary is progressing. PSCO Danny Fahy said there had been an increase in theft of satellite equipment from farm vehicles and equipment from garden sheds. He urged residents not to put valuable equipment in sheds and install, where possible, an alarm or CCTV.

- **Reports from Councillors attending meetings and outside organisations**

- **LAF** (28.01.19), PS. To update at future meeting.
- **Calvert Landfill LLCM** (07.02.19), PS. Postponed. Alternative date to be announced.
- **Parish Unitary Liaison meeting** (19.02.19), KN. Disappointing meeting in terms of content. Slides circulated.
- **Greatmoor CLG** (14.03.19), PS. Postponed. Alternative date to be announced.
- **Oxford-Cambridge Expressway, Express Action Group (EAG)**, 13.02.19, SM & CR. See Item 8.
- **Village Walkabout** with Colin Woolford, new Local Area Technician (15.03.19), KN.
Colin Woolford was happy with suggestion of kerbing of Causeway. He recommended applying for a grant through the Safer Routes to School Fund. The side of the road at Lower Pollicott has been filled with scalplings and will also recommend a white line road here. The hole at Lower End has been filled by Thames Water. The white lines in Main Street and other lanes in the village have now been scheduled for a repaint. A Plane and Patch programme has also been scheduled for Upper Pollicott and outside the carpark entrance and recreation playground.

- **Correspondence**

- Email from David Crwys-Williams, Community Led Plan (CLP). Now that the works of the items identified have been covered, David Crwys-Williams has suggested provided a final CLP Working Party Report at the Annual Village Meeting (15.04.19) which will set out the background and achievements of the CIL with a recommendation to close the working party. Whilst some matters will require routine consideration by the Parish Council, it was agreed to consult with Parishioners at the April meeting for a decision. **ACTION: CLERK to agenda for April meeting. KN to inform David Crwys-Williams.**

- **Village Litter Pick**

A village litter pick took place on 10th March 2019 which included the outskirts of the village including up to the crossroads. These areas hadn't been done before and it was reported as well worth doing. Thanks were paid to all involved including Chris Rand who collected the bags from the roadside. **ACTION: KN to purchase additional litter pickers.**

- **Assets of Community Value: The Hundred of Ashendon Public House**

It was noted that AVDC had not accepted the Parish Council application (17th December 2019) to nominate the Hundred PH as an Asset of Community Value. In summary, the Council did not think 'that there is a time in the next five years when the building would further the social wellbeing or social interest of the local community.' It was agreed to submit a new application for consideration. **ACTION: KN to write and circulate to Councillors.**

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- **Kerbing of the Causeway**

The Parish Council will seek assurance from BALC that it has the power to contribute to kerbing of a highway. **ACTION: CLERK to liaise with BALC.** One quotation has been received for kerbing of the Causeway (two kerbs high from Wotton road junction as far as necessary and then one kerb high to the bus stop) and for a tarmac pathway. In line with good practice, two further quotations to be sought. CR requested that a passing place of approximate one metre be 'cut in' due to the narrowness of the road. **ACTION: CLERK to obtain details of recommended contractors from PI/Colin Woodford for KN (two kerbs high as far as necessary and then one kerb high from Wotton road junction to the bus stop) and new footpath (from Wotton Road junction to bus stop).**

- **Annual Village Meeting – Monday 15th April 2019**

Contributors have been invited. Confirmation received from PSCO Danny Fahy, Richard Bates (Village Hall), Vanessa Bates (WI), Andy Theobald (Ashendon Playing Fields) and David Crwys-Williams (Community Led Plan). **ACTION: CLERK to chase Luke Jamieson (Red Lion Social Club), Peter Smettem (Parochial Church Council), Sian Miller (Book Group).** **ACTION: KN to prepare Parish Council report.** Draft Receipts and Payments Account for year ended 31st March 2019 to be prepared for circulation with 2019/2020 budget (for Annual General Meeting). **PI to invite member of AVDC/BCC to talk about the Oxford to Cambridge Expressway.**

- **Express Action Group (Oxford-Cambridge Expressway)**

SM summarised the meeting of the Express Action Group (EAG) attended by SM and CR. The EAG represents 33 villages and parishes across Oxfordshire. Chilton has affiliated to this group and hosted a meeting inviting neighbouring Parish Councils (including Brill and Chearsley) to inform of the project and the threats it poses to the local area. Corridor B has been confirmed as the preferred corridor. Highways England will now submit 3 North and 3 South routes. The 3 Southern routes are within a narrow 'corridor' and would impact a small group of villages in Buckinghamshire. These routes will be presented to government in Autumn 2019 for a government decision in 2020. PI said the concern now was that the Expressway is a road to allow houses (1 million) rather than alleviate roads and that North Bucks is the biggest concern. BCC and AVDC is considering its response. It was agreed not to establish a working party but instead promote the EAG website <https://www.expresswayactiongroup.com/> and encourage submission of environmental and heritage data gathered to add value to the case. Ashendon, for example, has medieval archeologically, environment features and 'flora and fauna' at risk. **ACTION: SM in liaison with PI to write article for submission to Bernwode News, Ashendon Parish Council website page and Facebook page. The website to have a dedicated page with information and links.**

- **Devolved Services**

A schedule of 6 cuts for the urban grass cutting 2019/20 (RTM Landscapes Ltd) was noted as: w/c 22nd April, w/c 20th May, w/c 17th June, w/c 15th July, w/c 26th August, w/c 7th September. **ACTION: KN to sign Service Level Agreement to be returned to RTM Landscapes Ltd.** The price per cut is £340 + VAT. The grant of £556.76 from BCC is payable on 1st April 2019.

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- **BCC 'Rights of Way Improvement Plan' (ROWIP)**

The Parish Council are asked to respond to the Parish and Town Council survey on the rights of way network in county by 15th April 2019. **ACTION: KN to recirculate with schedule and footpath maps. All to agree PC response by survey date of 15th April 2019.**

- **Finance**

- a. **Balance from Minutes of previous meeting (21st January 2019): £21,299.97**

- **Receipts:** £142.65 (transfer of funds from closure of Business Premium Account)
 - **Debits:** £59.73 (E-on)
 - **Plus unrepresented cheques:** £0.00
 - **Less standing orders:** £476.68 (Clerk Salary – January and February)
 - **Balance of Bank Account: £20,906.71** (22nd February 2019)
 - **Available Funds: £20,906.71** (balance of bank account less unrepresented cheques)

- b. **Orders for Payment: £3,375.10**

- **Ringwood Jacobs - £3,026.69** (£2,522.24 + £504.45 VAT) (Kerbing to Causeway)
 - **Venetia Davies - £9.45** (Clerk travel)
 - **Kevin Nash - £63.96** (litter pickers)
 - **Len Holder - £275.00** (Grass Cutting Boughton's Peace 2018)
 - **BALANCE: £17,531.61** (Available Funds less Orders for Payment)

- c. **Internal Auditor.** There has been no response to the call for a volunteer on the website, Bernwode News and Facebook Page. PI suggested contacting Waddesdon Clerk for contact. **ACTION: CLERK to contact Melanie Rose for suggestion.**

- **Planning**

- **19/00538/APP - 5 The Close, Ashendon, Buckinghamshire HP18 0HX**

Single storey front infill to garage with changes to fenestrations on the rear, new dormer window and insertion of rooflights on the front and rear elevation. Comment date: 15 March 2019. **CLERK** has returned NO OBJECTIONS to AVDC as resolved by Councillors.

- **19/00796/APP - Valley Farm, Upper Pollicott, Ashendon, Buckinghamshire HP18 0HH**

Conversion and change of use of 2 stone barns to offices. Comment date: 2 April 2019 **ACTION: CLERK to return NO OBJECTIONS to AVDC but comment** that the plans show six desks for the rural/commercial offices but there is no provision for parking. It is inconceivable that occupants would access this development with using private vehicles and a provision for parking is required; one parking space for each desk occupant and at least two spaces for visitors (minimum 8 in total). The road outside the site is narrow and provides access for heavy farm vehicles to Valley Farm. Cottages opposite, namely nos. 1 and 2 Upper Pollicott Cottages have no off-street parking so will need to park on the roadway and no. 3 has a garage which would be difficult to access if there were additional parking on the road relating to this development so all parking should be within the site.

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The development is remote from the village of Ashendon and the Parish Council has concerns about the safety of pedestrians accessing village facilities. They would like provision for a footway/cycle path as far as The Old Forge included in any developments in Upper Pollicott. The Parish Council also urge the Planning Officer to take full consideration of the Highway Authority's comments on Application 18/00184/APP.

- **19/00710/APP and 19/00711/ALB - Pollicott Manor, Lower Pollicott, Ashendon Buckinghamshire HP18 OHQ**

Change to traditional lead roof with wood covered rolls (Changes to previously approved 18/04213/ALB and 18/00090/APP clay-tiled roof of porch). Comment date: 4 April 2019

ACTION: CLERK to return NO OBJECTIONS to AVDC.

- **Appeal Ref: 19/00014/REF (Application Ref: 18/00184/APP).** Valley Farm Upper Pollicott Ashendon Buckinghamshire HP18 OHH. Proposal: Replacement and conversion of barns and yard to provide 3 dwellings and the conversion of listed barns to offices. Appeal noted by Parish Council.

- **Items for Information including Diary Dates**

- **BCC:** Changes to household recycling centres noted. Rabans Lane will be closed on Wednesdays and Thursdays. There will be charges for non-household waste items such as rubble, kitchen units, fence panels, etc.
- **Play around the Parishes:** 14th August 2019, 10am-12 noon.

- **Date and Time of Next Meeting:**

ANNUAL VILLAGE MEETING
Monday 15th April 2018 at 8pm – Ashendon Village Hall