

## DRAFT MINUTES

2022/55



**ASHENDON PARISH COUNCIL**  
**DRAFT Minutes of the Parish Council**  
**held in the Village Hall.**  
**Monday 28<sup>th</sup> November 2022 at 7.30pm**

**PRESENT:**

**Councillors:** Chris Rand (**CR**), Sian Miller (**SM**), Les Curtis (**LC**), Fiona Jacob (**FJ**), Mark Wakeling (**MW**), Venetia Davies (**Clerk and RFO**). Buckinghamshire Councillors, Paul Irwin (**PI**) and Ashley Waite (**AW**) were also present

**Parishioners:** There were five Parishioners present.

**Parishioners Question Time**

There were no questions.

**1. Apologies**

There were none.

**2. Approval of Minutes – Monday 5<sup>th</sup> September 2022**

The Draft Minutes of the September meeting were accepted as a true record and signed by Chair, Chris Rand.

**3. Matters Arising**

- **Combined Village Website.** Much of the old Ashendon Village website ([www.ashendon.org.uk](http://www.ashendon.org.uk)) has now been incorporated into the Parish Council website ([www.ashendonparish.org.uk](http://www.ashendonparish.org.uk)) and aims to provide a one-stop shop for information and news on Ashendon in addition to Parish Council business. The original website domain name has been retained. All Clubs and Societies have been assigned a page for content and photographs although details from many are still awaited. It is suggested that there are a limited number of editors who can upload information and news and that a leaflet is distributed to households to publicise the new combined site. **ACTION: CLERK to progress with final uploading of photos, editors meeting and door-to-door drop leaflet.**
- **Defibrillator Training Sessions.** There are no face-to-face refresher sessions available from London Hearts as trainers are required for NHS duties and not authorised to conduct additional work due to the pressures on the NHS. London Hearts has however provided a link to a professionally recorded full demonstration training session including FAQ's and suggested contacting a local first responder group for a face-to-face session. **ACTION: CLERK to return VAHT monitoring form. CLERK to download and share demonstration with others at a Village meeting and/or via the website and enquire with local responder group for face-to-face session.**

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- **Scots Pine on Boughton's Peace.** The planning application administered by Four Seasons Tree Care has been withdrawn to avoid a Tree Preservation Order on the Scots Pine. The tree needs to remain unless the condition of the tree changes. **ACTION: CLERK to request details from Four Seasons Tree Care and send Ashley Waite so that the PC can consider appealing this decision.**
- **Conditions of Village Roads.** Ashendon to Westcott remains a failed road but has been repaired in places. Cllr Paul Irwin confirmed that this road, and the road to Winchendon crossroads is on the agenda for early next year.
- **Banking.** **ACTION: SM to request new passcode for online banking.**
- **Grass Cutting:** **ACTION: CLERK to agenda Boughton's Peace and Wilding project for January meeting. To also obtain a quotation from existing supplier for devolved grass cutting 2023/24.**
- **Platinum Jubilee Commemorative Elm.** **ACTION: CR to circulate prices to Cllrs, and on approval, arrange purchase and plant in December.**

#### 4. Declarations of Interest

There were no interests declared.

#### 5. Contributions from Buckinghamshire Councillors

- **Cllr PI.** HS2 works have started on the Waddesdon roundabout. The Freight Strategy is beginning to 'take shape' with an HGV traffic ban proposed for the Chearsley side of Long Crendon. HGV traffic is not allowed to the Venture Park, through Ashendon Village. Bernie the Bus is collecting for its Christmas toy appeal, this year expected to help 2,000 children - an increase of approximately 800 children on last year. The Bucks Angels scheme provide grants for up to £1,000 to those experiencing hardship.
- **Cllr Ashley Waite.** The Haddenham and Waddeson community board small grants fund (up to £1,000) is available until early January. There is also a Community Warm Spaces toolkit available that assists communities to create one. The Buckinghamshire Council Helping Hands department can offer financial assistance towards the costs of living with wide-reaching help available. Bernie the Bus Christmas initiatives are underway which include the standard food bank collection which managed to collect over one tonne of food two weeks ago, the hamper appeal to provide 200 Christmas dinners has been sponsored by business donations and the Santa visits in the shed. Santa will be in Ashendon on Saturday 10th December. Times will be available through the Bernie Facebook Page. The Proud of Bucks Awards are also open for nominations in January with a variety of causes and individuals who can be nominated.

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

The Ashendon Litter Pick (06.11.22) was well attended and very successful, with a large area covered. The Parish Council paid thanks to all those who helped.

#### 7. Correspondence

Emails regarding overgrown land/trees/hedges. The Parish Council unanimously **agreed** to the removal of the laurels on the overgrown land in Lower End, and to clear the briars and

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elderberries so that the previous grassy bank can be exposed and maintain it thereafter.

**ACTION: CLERK to arrange meeting with CR and landowner so that works can be advised.**

The landowner of The Hundred PH has also agreed to contribute towards the costs of repairing the fallen hedge on Parish Council land. With regard to the three sycamore trees in Lower End, Councillors **agreed** the PC's responsibility for the trees and will obtain a further quotation for the cutting back of all three trees (by approximately 30-40%). **ACTION: CLERK to obtain further quotation.**

#### 8. Speed Awareness Project

- Email received re positioning of the Speed Indicator Device (SID) at the Westcott end of the village, considered a danger area for pedestrians due to lack of footpath and fast approaching traffic. The PC to also consider the installation of a further SID mounting opposite East Farm. **ACTION: CLERK to respond in line with discussions from members of the Traffic Action Working Party.**
- **Wotton Road Footpath and HS2 Road Safety Fund (RSF | )**. The Footpath on Wotton Road is being considered in the Stage 2 assessments. This is expected to be completed by the end of January 2023 and will include detailed consideration of more complex applications to ensure that all costs and risks/issues are fully understood, and that the scheme is feasible. A member of the RSF project team will be in touch to discuss the next steps. It was noted that not all applications being taken forward to Stage 2 assessment will be offered funding.

#### 9. Ultrafast Broadband

**ACTION: PI to arrange meeting with Greg Smith, MP and members of working party. SM to contact BT Openreach for potential upgrade from superfast broadband to ultrafast broadband, in line with original proposals. CLERK to agenda for January meeting.**

#### 10. Buckinghamshire Council Highways Devolved Service Agreement Update

The current Devolved Service Agreement with Buckinghamshire Council has been extended by one year (1<sup>st</sup> April 2023) due the new Highways Contract. Buckinghamshire Council has said that this is to ensure Town and Parish Councils are fully aware of the new service provisions and to allow time for more detailed and informed discussion about future devolution arrangements.

#### 11. NALC National Salary Award 2022

The new pay agreement for 2022-2023 for Clerks (to be backdated from April 1<sup>st</sup>, 2022) was noted and agreed. **ACTION: CLERK to request JE Accountants update payroll accordingly. SM to amend standing order as appropriate.**

#### 12. Projects for 2023/24

Some suggestions for projects for 2023/24 included a new defibrillator for Westcott, further traffic calming measures, and tree works. **ACTION: CLERK to agenda for budget planning and precept setting at January meeting.**

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### 13. Finance

- **Balance from Minutes of previous meeting (5<sup>th</sup> September 2022): £29,606.67**
- **Receipts: £11,218.00** (Precept £8,000 and H&W Community Board £3,218.00 Grant for SID)
- **Debits: £61.32** (Npower: £29.99 (September), £31.33 October)
- **Plus unrepresented cheques: £0.00**
- **Less standing orders: £499.20** (September and October)
- **Balance of Bank Account: £40,264.15** (as at 21<sup>st</sup> October 2022)
- **Available Funds: £40,264.15** (balance of bank account less unrepresented cheques)

#### a. **Orders for Payment: £2,228.64**

- **Venetia Davies - £20.00** (Backdated pay - due to no readjustment on Standing Order with Bank (September and October – as agreed in 2021/22)
- **Venetia Davies - £95.67** (£18.90 Clerk travel, £28.78 123 reg website domain, £47.99 toners)
- **Venetia Davies - £308.97** (website work - agreed and paid 20.10.22)
- **Royal British Legion - £20.00** (remembrance wreath - agreed and paid 20.10.22)
- **Ross Lawry Agricultural Services - £1,400.00** (for 10 cuts to Ashendon Playing Fields).
- **Traffic Technology Ltd - £144.00** (£120.00 + £24.00 VAT) (additional part for SID)
- **PKF Littlejohn LLP - £240.00** (£200.00 + £40.00 VAT) (Parish Council Audit)
- **BALANCE: £38,035.51** (Available Funds less Orders for Payment)

#### b. **Management Report**, circulated.

#### c. **Notice of Conclusion of Audit, to year ended 31st March 2022.** The Annual Governance & Accountability Return for the year ended 31 March 2021 has been completed and publicised.

### 14. Planning

There were no new planning applications to consider.

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

- **Buckinghamshire Council - Home to School Transport Consultation** (closes 04.12.22).  
**ACTION: SM to complete.**
- **Precept 2023/24.** Final deadline for submission – 31<sup>st</sup> January 2023.

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

**Monday 16<sup>th</sup> January 2023 at 7.30pm in Ashendon Village Hall**