

DRAFT MINUTES

2019/16

ASHENDON PARISH COUNCIL
Draft Minutes of Parish Council Meeting
held in Ashendon Village Hall
Monday 23rd September 2019 at 8.00pm

PRESENT:

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

Parishioners: There were no Parishioners present.

Parishioners Question Time

There were no questions.

1. Apologies

Peter Smettem (**PS**), PSCO Danny Fahy. Les Curtis (**LC**) was also absent.

2. Approval of Minutes – Monday 17th June 2019

The Draft Minutes of the June meeting were accepted as a true record and signed by Chairman KN.

3. Matters Arising

- **Elder on road outside Church wall and on Boughton's Peace.** ACTION: LS/CR to remove.
- **Assets of Community Value: The Hundred of Ashendon Public House.** A new nomination form has been submitted by KN.
- **Litter.** ACTION: CLERK to chase PI to request build-up of litter (from the Crossroads to Ashendon Village) is removed by BCC.
- **Kerbing.** Paul Irwin has sought advice from AVDC Legal Department regarding the Parish Council's power to make payments for the kerbing of a footpath on highway and has confirmed that, with BCC permission (Local Area Technician), the works and funding which will provide traffic calming and child safety, is permitted.
- **Play Around the Parishes.** Approximately 37 children attended in the Village Hall due to wet weather. Ride on Time and Animal Antics also took place. It was suggested that future events avoid Bank Holiday dates.
- **Deputy Emergency Co-ordinator for Contingency Plan.** ACTION: KN to liaise with David Crwys-Williams for suggestions as to a volunteer co-ordinator.

4. Declarations of Interest

There were no interests declared.

5. Contributions from BCC Cllr and AVDC Cllr

There were no contributions.

6. Reports from Councillors attending meetings and outside organisations

- TfB Stakeholder Conference (26.06.19). There was no attendance.

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- Waddesdon LAF (02.07.19). KN summarised the Minutes, available here: <https://democracy.buckscouncil.gov.uk/documents/g12305/Public%20minutes%2002nd-Jul-2019%2018.30%20Waddesdon%20Local%20Area%20Forum.pdf?T=11>. The recent community speed watch sessions had resulted in 28 letters being sent out in Ashendon.
- VALP Briefing Session (23/07/19). There was no attendance.

7. Correspondence

There was none outside the Agenda items.

8. Kerbing of the Causeway

A grant of £12,625 has been awarded to Ashendon PC towards the kerbing of the Causeway from the New Homes Bonus. There is a shortfall of £4,000 against the Contractors quoted price. Councillors **resolved** to instruct works now, and fund the shortfall from Parish Council funds if no monies are available from LAF. Proposed by KN. Seconded by SM. **ACTION: KN to instruct kerbing works. CLERK to return Funding Agreement of New Homes Bonus to AVDC. PI to confirm if there is any LAF funds remaining from this year's budget 2019/20.**

9. Devolution Services

Councillors **agreed** to accept Bucks County Council's offer of extending the budget (and therefore the duration) of the existing Devolved Services Agreement for a maximum of two years up until 21st March 2022. Proposed CR, seconded SM. **ACTION: CLERK to inform BCC.**

10. Community Led Plan

Given the amount of data and the worth of the Community Led Plan, it was agreed that work should continue, so that data can be captured from Residents and the Plan be updated. **ACTION: SM to devise a draft questionnaire/survey and circulate to Councillors for comments.** The appointment of a Chairman/Parish Council lead would be discussed once the results of the survey are known.

11. Signage/Road Marking near the Old Forge

LAT Colin Woolford has **agreed** to install a 'Slow' sign and 'Road Narrows' sign on the approach up to the Old Forge (from Winchendon direction). It was agreed to ask for the white lines to be refreshed from the 30mph sign, past the Church and on through the Village once the Kerbing works have been completed.

12. Finance

- a. **Balance from Minutes of previous meeting (17th June 2019): £25,737.67**
 - **Receipts:** £0.00
 - **Debits:** £72.94 (E.On)
 - **Plus unrepresented cheques:** £0.00
 - **Less standing orders:** £476.68 (Clerk salary – 30/06, 31/07)
 - **Balance of Bank Account: £25,188.05** (23rd August 2019)
 - **Available Funds: £25,188.05** (balance of bank account less unrepresented cheques).
- b. **Orders for Payment: £2,214.30**
Agreed as follows:

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- **Venetia Davies** - £18.90 (Clerk travel)
 - **Venetia Davies** - £61.00 (Membership to Society of Local Council Clerks – shared with Cuddington PC)
 - **Venetia Davies** - £11.40 (Stationery/Postage)
 - **RTM Landscapes Ltd** - £1,224.00 (£1,020 + £204.00 VAT) (June, July and August cuts)
 - **Ashendon Village Hall** - £25.00 (Play Around the Parishes)
 - **Lloyds Tree Services Ltd** - £594.00 (£495.00 + £99.00 VAT) (Reduction of Laurels)
 - **PKF Littlejohn LLP** - £240.00 (£200.00 + £40.00 VAT) (Audit Fee)
 - **Information Commissioner** - £40.00 (Data Protection Fee)
 - **Also Agreed. Kevin Nash** - £6.00 (**Land Registry fee**)
 - **BALANCE: £22,967.75 (Available Funds less Orders for Payment)**
- c. **Conclusion of Audit.** To note that review of the Annual Governance and Accountability Return (AGAR) for Ashendon Parish Council (for year ended 31st March 2019) has been completed and published.

13. Planning

- **19/02288/APP and 19/02289/ALB - Watbridge Farm, Westcott Road, Ashendon, HP18 0HA**
Single storey rear extension including a glass link and removal of existing and insertion of new staircase in converted barn, reconfiguration of the existing internal layout of the converted stables. Removal of windows lower opening to the rear and installation of glass door. Removal of existing pedestrian door and vertical cladding area and replace with fully glazed threshing barn entrance. The Parish Council **ratified** its decision of **NO OBJECTIONS** to this planning application.

14. Items for Information including Diary Dates

- Greatmore CLG meeting – 26.09.19 at 7pm in Greatmore Visitor Centre.
- Commemorative plaque for Millennium Oak Tree planted in 2000. **ACTION: CLERK to agenda for November meeting.**

15. Date and Time of Next Meeting:

Monday 19th November 2019 at 8pm – Ashendon Village Hall