



ASTON CLINTON PARISH COUNCIL

Minutes of the Council Meeting

held at 6.30pm on 20th September 2023 at the
Parish Council Office, Aston Clinton Park, London Road HP22 5HL

PRESENT: Cllr C Read (Chair), Cllr J Hughes, Cllr C Judge, Cllr L Ronson & Cllr P Wyatt

IN ATTENDANCE: Mrs S Payne (Clerk/RFO)

23.54 Questions and Comments from the Public. None present.

23.55 To Receive Apologies for Non-Attendance. Received from Cllrs P Birchley, M Collins, K Hickson, M Mason and D McCall.

23.56 To Receive Declarations of Interest or Requests for Dispensation. None received.

23.57 To Approve the Minutes of the Council Meeting held on 16th August 2023

The minutes of the meeting held on 16th August 2023 were approved as a true and accurate record and were signed by the Chair.

23.58 Council

- i. Reports from external bodies: *Aston Clinton Society:* At a meeting held earlier in the month the Society reported that one of their members had completed a report on the state of the highways and pavements within the village which would be circulated to Council for consideration. The Community Board application for funds towards the white gates was still being processed.

Aston Hill Centenary Event (May 2025): At a meeting between a representative of Aston Hill Classic Car Club and the Events Working Group the possibility of Council becoming involved in an Aston Hill Centenary event in 2025 was discussed. Cllr Mason and Cllr Judge would attend the event organiser's first meeting which was due to take place later in the year.

ACTION: Cllrs Mason/Judge

- ii. Draft Safeguarding Policy: **It was resolved to adopt the Safeguarding Policy.**

- iii. Council website: It was noted that as of 4th October 2023 the Council's current website hosts, HugoFox, would no longer be providing the website free of charge. Council considered the three website packages HugoFox were offering and agreed that the Silver package, which included the planning tracker, be adopted. **It was resolved to move to HugoFox's Silver package for the provision of the Council's website at a cost of £19.99 per month to be paid by direct debit.**

ACTION: Clerk

23.59 Finance & Staffing

- i. Annual Return: The completion of the 2022/23 Annual Governance & Accountability Return and the External Auditor Report & Certificate were noted.
 - ii. Village Life grant application: An application for £2000 toward the running of Village Life was considered. **It was resolved that a grant of £2,000 be provided to Aston Clinton, Buckland and Drayton Beauchamp, Village Life towards the production of the bi-monthly community magazine.**
- ACTION: Clerk**
- iii. Financial reports: The balance sheet and income and expenditure reports at 31st August 2023 were noted. Income was £178,755 and expenditure £101,131. The earmarked reserves were noted.
 - iv. Payments totaling £18,335.15 were approved and income of £6,939.64 was noted.

Payments over £500

Date	Company	For	Amount £	Vat £	Total £
16/08/2023	Drax	Streetlight Elec July 23	£2,751.77	£550.35	£3,302.12
01/09/2023	Goldleaf Groundcare	Grounds Maintenance Aug 23	£866.67	£173.33	£1,040.00
04/09/2023	PKL Littlejohn	2022/23 External Audit fees	£1,365.00	£273.00	£1,638.00
10/09/2023	H A Phipps	Supply/Install Steel Fencing at AWP carpark	£3,000.00	£0.00	£3,000.00
11/09/2023	MB Lining Limited	Relining car park	£850.00	£170.00	£1,020.00
14/09/2023	Drax	Streetlight Elec Aug 23	£2,751.77	£550.35	£3,302.12
16/09/2023	Beacon Retail Consulting	RKP Lease consultation interim	£1,100.00	£440.00	£1,540.00
17/09/2023	Ken Workman	Park keeper duties Aug 23	£816.00	£0.00	£816.00
			£ 13,501.21	£ 2,157.03	£ 15,658.24

23.60 Facilities & Events

- i. Annual Village Event: Following the success of the Queens Platinum Jubilee party and the King's Coronation event the possibility of holding an annual village event was considered. If the event took place on the same date as Trooping the Colour it would be possible to arrange a free RAF flyby. **It was resolved to hold an annual event, which would be named the Aston Clinton Family Festival, with the first festival taking place on Saturday 8th June 2024.** **ACTION: Events WG**
- ii. Remembrance Service bugler: The bugler is a professional musician and their experience in playing the Last Post & Reveille forms an essential part of the atmosphere of the occasion. The current fee for the bugler is £80 which previously has been split with the Royal British Legion. **It was resolved to instruct the bugler for the 2023 Remembrance Services and for Council to pay the full cost of £80.** **ACTION: Events WG**
- iii. Half term magic show: The two-hour session would take place in the upstairs room at the RKP. Children between 3-10 years old would pre-register to attend with a parent/guardian.
- iv. Future events: Preparations for the Remembrance Service, Community Christmas Tree, and Santa's Float were progressing.

23.61 Highways & Streetlights

- i. Yorke Close obscured streetlight: Cllr Hughes reported that following a complaint that the vegetation around the streetlight in Yorke Close needed to be cut back further he had visited the site and was of the opinion that the streetlight was no longer impeded by the vegetation and that the vegetation did not need to be cut back further.
- ii. London Road traffic calming update: Cllr Hughes reported that he and Cllr Wyatt were meeting with Simon Glover and Lee Stevens from the Bucks Council Transport Infrastructure & Delivery Team on 26th September for an update on the delivery of the scheme.
- iii. Parking restrictions consultation: It was noted that Bucks Council's statutory consultation regarding proposals to introduce double yellow lines on Aylesbury Road, Hyde Street, Parsley Close, Weston Road and London Road would close on 29th September 2023.
- iv. Aston Clinton Society London Road verge bulb planting: Council considered a request from the Aston Clinton Society to plant a selection of spring bulbs in November 2023 on an area of grass verge along London Road between Spring Brook and Dennis Close. The Society would ensure that the area around the bulbs was mowed when they were in flower. Council were in support of the initiative and suggested that narcissus and primrose bulbs be considered. The Society would contact Bucks Highways and seek their permission as the landowners.

23.62 Planning Committee

- i. The draft minutes of the 7th September 2023 Planning Committee meeting were noted.

23.63 It was resolved that under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media are excluded from the meeting during the consideration of the following items of business on the grounds that they include the likely disclosure of exempt information, stated to be confidential.

23.64 To Receive an Update on the RKP Lease

The report produced by Beacon Retail Consulting was considered. It was noted that where the report mentions 'football changing rooms' it should read 'changing rooms'.

It was resolved to approve the Beacon Retail Consulting recommendations including the proposed base and turnover rents.

ACTION: Clerk

The meeting closed at 7.47pm

Signed.....Date