

DRAFT MINUTES

2020/16



ASHENDON PARISH COUNCIL

Draft Minutes of Parish Council Meeting

held by **VIDEO CONFERENCE**

Monday 21st September 2020 at 8.00pm

PRESENT:

Councillors: Kevin Nash (**KN**), Sian Miller (**SM**), Peter Smettem (**PS**), Venetia Davies (**Clerk and RFO**). Councillors Paul Irwin and Ashley Waite were also present.

Parishioners: There was one Parishioner present.

Parishioners Question Time

A Parishioner had several questions relating to the Agenda:

- Item 10. Footway Works. The Parish Council was asked when the footway works would be complete as it was observed that the path is quite dangerous at present. There are also briars from a property in The Close overhanging the footway.
- Item 17. Village Hall. The Parish Council was asked what the criteria were for funding. Ashely Waite clarified that it was for leisure businesses that had a rateable value of less than £50K.
- Item 18. Orders for payment. The Parish Council was asked if it was happy with the standard of grass mowing. It was felt it did not compare to other local villages. The verge opposite the pub adjacent to Red House, the verge in front of Gatehangers' Barn and the green space opposite Ashendon House all lack grass cutting.
- Debris has collated adjacent to pub and is blocking the road gratings. **ACTION: CLERK to email Street Scene to request road sweep (copy PI)**. There is a missing fire hydrant. A bollard is missing in Short Lane and the hole is dangerous. Debris from the recently cut hedge needs to be removed.
- Salt bins opposite Ashendon House and Stonepit Cottages appear to have disappeared. **ACTION: KN to investigate.**

1. Apologies

Les Curtis (**LC**). Chris Rand (**CR**) was absent.

2. Approval of Minutes – Monday 15th June 2020

The Draft Minutes of the June 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 unsatisfactory. **ACTION: KN to liaise with Colin Woolford.**
- **Silent Solider.** Beyond repair and removed.

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4. Declarations of Interest

There were no interests declared.

5. Coronavirus Pandemic

In light of the current news and the rise in the number of coronavirus cases, the Ashendon Support Group has met recently to discuss ways to support the Village again if help is needed. It was unanimously agreed that the Group had been extremely helpful and friendly to Parishioners in need.

6. Contributions from Buckinghamshire Councillors

- **Cllr Ashley Waite.** Whilst Buckinghamshire coronavirus numbers are still low, Buckinghamshire Council is running several scenarios and is slightly ahead of the game now than it was in March when the pandemic started. The Government's announcement of changes in Planning may affect S106, CIL and permitted development. The Government is considering 300,000 houses annually, which makes Buckinghamshire a strong target across the whole country. AW and PI will keep the PC informed as things develop.
- **Cllr Paul Irwin.** The Westcott Roundabout is near completion and is working well. It has made a big difference to Ashendon and Westcott in terms of safety. The Bernwode Bus goes from strength to strength and has been put forward for 3 awards. 'Bernie' has delivered 1,000 crates of supplies to food banks and Ashendon was thanked for its support. Plans are well underway for Christmas. Through a Just Giving page, PI and AW hope to raise £1,000 to feed 100 families in the area. In the absence of Santa Grottos, there are plans for taking Santa around in Bernie to bring some Christmas cheer. The Red Lion Social Club is also looking to do something, and it was agreed that PI/AW liaise with PS with plan. The Expressway (Road) has been postponed. It was stressed that HS2 vehicles (marked as such) should not be driving through Ashendon – vehicle registration numbers should be reported to PS if any are seen. On a separate note, the Zoom auction for Village organisations raised just under £2,200 at its recent event.

7. Reports from Councillors attending meetings and outside organisation

- **Community Board (23.07.20).** Ashendon PC was not notified of this meeting. **ACTION: KN to attend meeting on 24th September 2020.**
- **Waddesdon Freight Project (10.08.20).** Attended by PS. PS reported on the constructive meeting that demonstrated a will to stop HGV's using local or minor roads.

8. Correspondence

Green space opposite Ashendon House and road gutters opposite the Old Stores. This area is presently covered in brambles and nettles. **ACTION: KN to talk with residents about area. SM to publicise via Facebook a 'Take pride in Ashendon' post encouraging Parishioners to tidy up areas outside homes.**

9. Sewage Works

Thames Water had planned to remove trees and hedgerows and replace it with fencing at the sewage station below East Farm earlier in July. This would have removed one of Ashendon's largest trees and left a 'serious blot on the landscape'. Thankfully, due to concerned residents and the quick action of Parish Councillors, Buckinghamshire Council representatives and staff, and the permission of additional land to enable the repositioning of the new fence, the protection of the root system of the Ash tree by two landowners, the works were done more sympathetically. A plan for additional planting has been submitted to the landowner for agreement. Thanks were paid to SM/PS and Cllr PI.

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10. Footway Works

KN has submitted a scheme report to the Network Improvement Team for the footway (a 1.2 metre-wide footpath £22,000) and applied for a licence for a road closure (11.09.20). The Parish Council is still waiting for a response from Buckinghamshire Council. **ACTION: PI to chase on behalf of Ashendon Parish Council.**

11. Village Signage for Village Approaches

Signage for the four approaches to Village entrances was allocated a spend of £2,500 in the setting of the 2020/21 budget. KN has requested if existing signage could be updated and replaced. Awaiting response. **ACTION: PI to chase on behalf of Ashendon Parish Council.**

12. Community Led Plan

With regard to reducing speed in the village and the use of the sentinel speed camera, PI informed the PC that there was no reason why the equipment couldn't be used, and the data kept. (The PC had been previously informed that data must be processed within 21 days). The old speed camera is in the possession of the PC. **ACTION: CLERK to email Elaine Hassell to ask if this can be disposed.** Subscribers to the website email alerts are currently 40 (for News items). This was considered a good number for communicating PC news. **ACTION: CLERK to ascertain further analytical data if possible, such as number of visits to site.**

13. Green Future Bucks/Chiltern Rangers

There will be a Zoom workshop in October. **ACTION: PI to request online login details are sent to SM.** SM to inform the online meeting that the PC has approved funding for a workshop with Chiltern Rangers (at a cost of £150.00)

14. Trees on Parish Land

- **Trees on Boughton's Peace.** The footpath is blocked by the lower branches of the trees. A resident has requested the 3 lime trees be crowned. Another resident has expressed concern about the pine tree causing damage to their property. The Parish Council considered three quotations with varied advice. It was agreed to instruct Four Seasons who has recommended removing the lower growth on all 3 trees to provide 4 metres clearance over the ground and selectively reduce the spread of the crown on the tree nearest the end cottage (the advice being that crowning the trees will promote growth). To also fell to ground level the Scots Pine (nearer to the cottages) which is in poor health. This could be replaced in the future. A flowering cherry has been suggested. **ACTION: CLERK to instruct Four Seasons at a cost of £850.00 (+ VAT £170.00) and request they apply for permission to Buckinghamshire Council for permission for works to trees in a conservation area.**
- **Trees that are the responsibility of the Parish Council.** The Parish Council are responsible for the 3 Limes trees and the 2 Scots Pine on Boughton's Peace. Works to these have been agreed as above. Councillors agreed that there are several trees in the village that are especially important and should be protected by a Tree Preservation Order (TPO). These include the Ash Tree (the only large Ash tree in the village) and the sycamore trees along the Causeway. SM also mentioned a group of fruit trees that are a feature in Upper Pollicott. **ACTION: PS to apply for TPO (individual or group).**
- **Management Plan for insurance purposes.** The Parish Council is liable for trees on Parish land. Given the above instructed works, it was agreed to revisit the trees in 3 years' time – September 2023.

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15. Website Accessibility

Hugo Fox, the website provider for the Parish Council website (www.ashendonparish.org.uk) has confirmed that it has made the necessary website changes to meet the new regulations for the accessibility of public sector websites and that it will be 'as compliant as possible' by the deadline (23.09.20). The website contains a very clear and visible Accessibility function. Hugo Fox has also produced an Accessibility Statement proforma to be uploaded on the website. **ACTION: CLERK to upload Accessibility Statement on website.**

16. Ashendon Light (Boughton's Peace)

The lamp has been replaced. Councillors agreed not to install an AXIA 156 led lantern.

17. Village Hall

The Village Hall Committee's application to Buckinghamshire Council's Retail, Hospitality and Leisure Grant fund was successful and resulted in a £10,000 grant.

18. Finance

a. Balance from Minutes of previous meeting (15th June 2020): £33,885.42

- **Receipts:** £0.00
- **Debits:** £72.94 (E-on)
- **Plus unpresented cheques:** £0.00
- **Less standing orders:** £715.02 (Clerk salary £238.34 – July, August, September)
- **Balance of Bank Account:** £33,097.46 (21st August 2020)
Available Funds: £33,097.46 (balance of bank account less unpresented cheques)

b. Orders for Payment: £1,396.57. Proposed PS, Seconded SM.

- **Venetia Davies - £9.45** (Clerk travel)
- **Venetia Davies - £63.00** (Society of Local Council Clerks membership (£63.00 also from Cuddington PC))
- **RTM Landscapes Ltd - £408.00** (£340.00 + £68.00 (VAT) Grass Cuttings – June)
- **RTM Landscapes Ltd - £408.00** (£340.00 + £68.00 (VAT) Grass Cuttings – July)
- **RTM Landscapes Ltd - £408.00** (£340.00 + £68.00 (VAT) Grass Cuttings – August)
- **Aylesbury Mains Ltd - £60.12** (£50.10 + £10.02) Replacement Lamp (Boughton's Peace)
- **Information Commissioner's Office - £40.00 (Data Protection fee renewal)**

BALANCE: £31,700.89 (Available Funds less Orders for Payment)

Also agreed:

- **Kevin Nash - £108.00** (Buckinghamshire Council Section 171 licence)
- **Venetia Davies - £28.78** - 123-reg.co.uk 2 year Domain Renewal (ashendonparish.org.uk)

BALANCE: £31,564.11 (Available Funds less Orders for Payment)

c. Audit 2019/20: Correspondence from PKF Littlejohn (17.08.20) has confirmed that the AGAR is in the queue for processing.

19. Planning

20/03086/ALB – Barkham, Main Street, Ashendon, Buckinghamshire, HP18 0HB

First floor alterations to create separate bedroom access and removal of non original boxing out to expose existing original wall beneath. Comment date: 12th October. **ACTION: CLERK to return NO OBJECTIONS to Buckinghamshire Council.**

20. Items for Information

- **Grass Cutting dates:** during 5/10/2020
- **Haddenham and Waddesdon Community Board meeting – 24.09.20 (7-9pm).** **ACTION: KN to attend.**

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- Greatmoor CLG Meeting - Thursday 8.10.20 (6pm). ACTION: PS to attend
- Consultation papers on proposed planning changes. Comment on White Paper: Planning for the Future (deadline 15.10.20). Comments to be submitted to NALC (policy.comms@nalc.gov.uk) for collation and submission to MHCLG. Councillors agreed that the Unitary Authority was best placed to comment but would keep informed.

21. Date and Time of Next Meeting:

Monday 16th November 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 for a Zoom meeting ID number and password if the meeting is by Video Conference.