

**ASHENDON PARISH COUNCIL**  
**Minutes of Parish Council Meeting**  
**held in Ashendon Village Hall**  
**Monday 18<sup>th</sup> January 2016 at 8pm**

**PRESENT:** Chairman: Kevin Nash (**KN**), Councillors: Les Curtis (**LC**), Sian Miller (**SM**), Chris Rand (**CR**), Peter Smettem (**PS**), Venetia Davies (**Clerk**).

**Parishioners:** There were 3 Parishioners present.

**NB: Action points highlighted**

**Parishioners Question Time**

There were no questions.

**1. Apologies for Absence**

There were no apologies.

**2. Approval of Minutes – Monday 21<sup>st</sup> December 2015**

Draft Minutes were accepted as a true record and signed by Chairman, KN.

**3. Matters Arising from previous Minutes**

- **Community Impact Bucks re Rural Affordable Housing.** Ongoing.
- **Replacement Bench located at Old Forge.** Awaiting to hear if funding application to Community Chest micro grant has been successful.
- **Village walk - concerns over creating an informal passing bay.** LC suggested that rather than cutting back to existing line, the original line of road should be filled with ballast and secured with heavy mesh. Soil to then be used to landscape and enable grass to grow. Working Party to be formed in summer. **ACTION: CLERK to inform Ivan Crome. LC to provide estimate of costs at March meeting. Ballast will be provided by LC.**

**4. Declarations of Interest**

There were no interests declared.

**5. Correspondence**

- Email: BMALC Her Majesty's Royal Garden Party at Buckingham Palace, Thursday, 19th May 2016 (Nomination form). No nomination form to be completed.
- BMALC Training Events. No training events were required to be booked.
- The Community Trees Fund 2016 (UK). Application open for funding. Councillors agreed not to apply.

**6. Contributions from BCC Cllrs**

There were no contributions.

**7. Finance**

- a. **Balance from Minutes of previous meeting (21<sup>st</sup> December 2015): BALANCE: £7,827.57**
  - Receipts: £0.00
  - Debits: £0.00

- Plus unpresented cheques: £220.00 (Venetia Davies) £265.00 (L S Holder) £5,000 (FCC Recycling (UK) Ltd)
- **Balance of Bank Account: £13,312.57** (as at 23<sup>rd</sup> December 2015).  
**Available Funds: £7,827.57** (balance of bank account less unpresented cheques).  
(Business Saving Account: £142.23)

**b. Orders for Payment: £1,502.58**

- **Venetia Davies - £220.00**
- **E-on Electricity - £40.58**
- **Reg Porter - £1,062.00 (£885.00 + VAT £177.00)** (Mowing and strimming of recreation ground and car park for the 2015 season)
- **Ashendon Village Hall - £120.00** (hire of Hall)
- **Ashendon Playing Fields Association - £60.00** (hire of pavilion and field).
- **BALANCE: £6,324.99** - (Available Funds less Orders for Payment)  
Proposed PS, seconded KC

8. **Grasscutting and Strimming Recreation Ground** – to consider quotation received. Quotation received from existing Contractor. To mow and strim recreation ground and strim car park for the season (April to October) - £885.00 plus VAT. Agreed. Proposed CR, seconded LC.  
**ACTION: CLERK to instruct Mr R Porter.**
9. **Grasscutting and Strimming Boughton's Peace** – to consider quotation received. Quotations received. Councillors agreed to accept Len Holder's quotation of £300 for 16 cuts between April and October (£18.75 per cut) but request cuts are logged on invoice. **ACTION: CLERK to request confirmation of number of cuts per month, commencing April 2016.** Proposed PS, seconded CR.
10. **Clean for the Queen (Friday 4 to Sunday 6 March 2016)** – to confirm date and activity. Councillors agreed to participate on **Saturday 5<sup>th</sup> March at 10am**. Villagers to be encouraged to participate. **ACTION: CLERK to advertise in Bernwode News (March issue), on Website and Notice Board. SM to advertise on Facebook, KN to send village email.**
11. **The Queen's 90th Birthday Beacons (21 April 2016)** – to consider participation. Councillors agreed to participate by building and lighting a Bonfire Beacon. **ACTION: CR/LS to decide location. CLERK to confirm involvement and register event. All safety aspects to be undertaken and emergency services (including Fire Brigade) to be alerted of event. Risk assessments required. Exact time to light Beacon will be confirmed. CLERK to advertise in Bernwode News (March issue), on Website and Notice Board. SM to advertise on Facebook, KN to send village email. PS to liaise with Red Lion Social Club for involvement.**
12. **Play Around the Parishes 2016** – to discuss participation/alternatives. Councillors agreed to apply for one session. **ACTION: CLERK to liaise with AVDC for one summer, two hour session at £310.00. Date to be confirmed. CLERK to book Pavilion and advertise event.**
13. **Archiving of Parish Council documentation** – to agree the filing location of Parish Council documentation and consider the archiving of Minutes at the Centre for Buckinghamshire Studies, County Hall, Aylesbury.

Councillors agreed to the purchase of a 4 drawer filing cabinet (with key) for the storing of Parish Council documents. **ACTION: CLERK to arrange purchase to the value of £150.00.**

14. **Website** – to report on progress of developing a new website.

Clerk confirmed that there was no set up costs or fees associated with a community site by Hugo Fox; a website company that has developed a new site to include community organisations and one that has been supported by Came and Company local Council insurance. In addition, there are no pop ups, banners or sponsored links. Email alerts can be created. An Ashendon Parish Council logo is required together with a Header image. Councillors agreed to run a village competition for a logo design. **ACTION: SM to organise logo competition. CLERK and KN to liaise with site set-up. Estimated time to complete website set-up is approximately 2 days, depending on ease of transferring existing data including Minutes and Agendas.**

15. **Reports from Councillors attending meetings and outside organisations.**

There was no attendance at the LAF meeting due to illness. **ACTION: PM awaiting Minutes.**

16. Items for Information:

- Engagement Session and Workshop in support of the BCC review of Council-supported transport. Tuesday 19th January, 7pm. **ACTION: PS to attend.**
- Planning Consultee Access Workshops – Thursday 21<sup>st</sup> January. **ACTION: CLERK to attend.**
- Road Traffic Order - Temporary Prohibition Of Through Traffic: Winchendon Road, Ashendon. 20 January 2016. British Telecom works - to take approximately 1 day between 0800 hours and 1600 hours to complete. Noted on Website. Email circular sent.
- Devolved Services. Agreement for Devolution for Ashendon received from BCC. **ACTION: COUNCILLORS to accept and agree.**
- HGV Traffic through Village. **ACTION: CLERK to agenda for March meeting.**
- Broadband update. **ACTION: CLERK to include on March Agenda.**
- Annual Village Meeting. **ACTION: CLERK to include on March Agenda. CLERK to invite Paul Irwin, David Letts (Tool Shed), Nick Phillips (Rural Housing Development Community Impact Bucks). KN to provide Clerk with a list of Village Clubs and Associations.**
- Planning Application. 15/03180/APP: Sanders Cottage, Main Street, Ashendon Buckinghamshire HP18 0HB. Single storey detached garden room. Minor amended plans not circulated to Parish Council. **ACTION: CLERK to ascertain if neighbours were aware of amended plans/given opportunity to comment.**

17. **Date and Time of Next Meeting:**

**DATE OF NEXT MEETING:  
Monday 18<sup>th</sup> January 2016, 8pm  
Ashendon Village Hall**

**Annual Village Meeting: Monday 25th April, 8pm  
Ashendon Village Hall**