

DRAFT MINUTES

2020/08



ASHENDON PARISH COUNCIL
Draft Minutes of Parish Council Meeting
held by VIDEO CONFERENCE
Monday 18th May 2020 at 8.00pm

PRESENT:

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

Parishioners: There were no Parishioners present.

Parishioners Question Time

There were no questions.

1. Apologies

There were no apologies.

2. Approval of Minutes – Monday 16th March 2020

The Draft Minutes of the March meeting were accepted as a true record (and will be signed) by Chairman KN.

3. Matters Arising

- **Elder on road outside Church wall and old wood on Boughton's Peace to be removed.**
ACTION: LS/CR to remove, Sunday 24th May 2020.
- **Village Walkaround with LAT Colin Woolford.** It was agreed that the small piece of damaged road between Ashendon and Westcott is deteriorating further and requires a temporary fix asap prior to it being permanently fixed, as agreed, next year. There are also several potholes from the Old Forge towards Pollicott that need attention. The bank outside the Old Forge has been widened and ruined by tractors and lorries over the winter. CW/PI to arrange for this area to be filled with tarmac scrapings. **ACTION: KN/PI to liaise with Colin Woolford for above repairs.**

4. Declarations of Interest

There were no interests declared.

5. Coronavirus Pandemic

SM reported that the *Ashendon Support Group*, set up to support residents during the Coronavirus pandemic, has worked extremely well. Less support is now required as home deliveries are being

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arranged and areas in the Village are now self-supporting neighbours. Thanks were again paid for the support of the group and its initiation. It was noted that the requirement for this year's Annual General Meeting of the Parish Council has been removed as a result of the coronavirus pandemic and the audit dates extended (but not required).

6. Contributions from BCC Cllr and AVDC Cllr

Buckinghamshire Council is running with its Shadow Authority due to the coronavirus pandemic. Cllr Paul Irwin has now left his position with Transport for Bucks and is Chairman of Communities and Localities. Whilst Ashendon technically has 7 Councillors, Cllr Paul Irwin and Cllr Ashley Waite will be covering Ashendon and attending the Parish council meeting. Councillors will be officially elected in June when Committees officially start. It is thought face-to-face meetings will be a long way off. Paul and Ashley updated the meeting on the recent efforts of the 'Bernie' Bus – collecting food donations for the neediest. Paul thanked Ashendon for its donations and said that Ashendon had given the most food donations in relation to the size of the village. The campaign also raised £2,000. Bernie's Community Pantry is now up and running and further food parcels and toiletries are needed. Councillors agreed to the bus shelter being the collection point for these; donations will be collected on a Monday. Mental health issues are of concern to the Council, particularly the over 70's, who do not have internet banking and, after many weeks of lockdown are running out of cash. Ways to fix this problem are currently being explored. Michael Rand is Chairman for the new Community Boards (which comprises the Waddesdon LAF and Haddenham LAF area). There is more funding available than before. The Westcott roundabout is on target and is estimated to be finished by September. The TfB team have been working well during lockdown completing road repairs and potholes.

ACTION: ALL to leave food donations in the Bus Shelter.

7. Reports from Councillors attending meetings and outside organisation

The Freight Workshop (23/03/19) and Sentinel Speed Watch (30.03.20-09.04.20) were cancelled due to Covid-19. It was noted that speeds have increased nationally on roads since lockdown. BHIB Insurance has confirmed that the PC's insurance policy provides cover for accidental damage to the sentinel equipment. **ACTION: KN to enquire if sentinel speed watches can take place at present.**

8. Correspondence

There was none outside the Agenda items.

9. Footpath works to Causeway

KN has instructed the footway works (a metre-wide footpath budgeted at £22,000) but it is awaiting a start date from the Contractors and confirmation that a licence is required (to be applied for by the PC if necessary). It was agreed the recent kerbing works to the Causeway is a great improvement to the village and that there have been no problems with farm traffic passing because of the kerbing.

10. Community Led Plan

Priorities in the recent Community Led Plan survey have been identified as road maintenance, pedestrian safety, reduction in speed of traffic, reduction in HGV's, village maintenance, Parish Council Communication and Police presence. **ACTION: SM to circulate findings of survey to each Committee.** The coronavirus lockdown has promoted some negativity about

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footpaths, farming, and the open countryside. SM felt a communication exercise is needed to manage negatively properly. SM reminded the meeting about the Green Future Bucks initiative and said there was a real desire for more environmental initiatives in the village, such as a wildflower meadow (WI initiative), community allotments or a community orchard. There are grants available to Parish Councils of up to £2,500 with Chiltern Rangers offering a workshop and feasibility study for villages at a cost of £150. PI informed the meeting that there are also grants available from the new Community Boards, Heart of Bucks and Buckinghamshire Council. It was agreed to bring forward this initiative to the June meeting.

ACTION: CLERK to agenda Green Future Bucks/ Chiltern Rangers for June meeting.

11. Finance

a. Balance from Minutes of previous meeting (16th March 2020): **£8,477.06**

- **Receipts:** £19,123.78 (£12,625.00 New Homes Bonus payment, £3,942.00 VAT return, £556.78 Buckinghamshire Council Devolved Services grant, £2,000 LAF (kerb funding). Note: Precept £8,145.00 to be credit 1st May 2020.
- **Debits:** £72.94 (E-on)
- **Plus unpresented cheques:** £0.00
- **Less standing orders:** £238.34 (Clerk salary)
- **Balance of Bank Account:** **£27,289.56** (23rd April 2020)
- **Available Funds:** **£27,289.56** (balance of bank account less unpresented cheques)

b. Orders for Payment: **£859.26**

- **Venetia Davies - £9.45** (Clerk travel)
- **Kevin Nash - £42.59** (printing for Ashendon Voluntary Group – Covid-19)
- **BHIB Ltd - £263.83** (Parish Council Annual Insurance)
- **BMKALC - £39.39** (Membership fees to Buckinghamshire and Milton Keynes Association of Local Councils)
- **JE Accountants – £96.00** (Payroll administration 2019/20)
- **RTM Landscapes Ltd - £408.00** (£340 + £68 (VAT) Grass Cuttings – April)
- **BALANCE: £26,430.30** (Available Funds less Orders for Payment).

c. **Audit:** Draft Accounts were circulated to Councillors prior to the meeting and submitted to the Council's Internal Auditor for review. Councillors **approved** (Proposed PS, seconded SM):

- the Annual Accounts for the year ended 31 March 2020.
- the Annual Governance Statement 2019/20.
- authorised the Chairman, Clerk and RFO to sign the Annual Governance and Accounting Returns.

ACTION: CLERK to submit Audit 2019/20 to PKF Littlejohn.

12. Planning

- **20/01384/APP - Watbridge Farm Barn, Westcott Road, Ashendon, HP18 0HA**
Alteration to ancillary modern barn to provide gym, office/games room and store.

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Comments by: 29 May 2020. **ACTION: CLERK** to return NO OBJECTIONS to Buckinghamshire Council.

13. Items for Information including Diary Dates:

- **Grass Cutting dates:** during w/c 18/5, 13/7, 24/8, 5/10/2020. **ACTION: KN** to check May grass cutting and the areas identified as being missed in the April cut (outside No 1 Pollicott, outside the Church wall, outside East Farm) and follow up/request meeting with contractor if necessary.
- **Play Around the Parishes 2020** - Wednesday 19 August, 10am to 12 noon. **ACTION: CLERK/SM** to promote on Website, Bernwode News and Facebook.
- **Parish Council trees.** **ACTION: KN** to compile a list of trees on Parish Council.

14. Date and Time of Next Meeting:

Monday 15th June at 8pm by Video Conference
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.