



HALTON PARISH COUNCIL MEETING MINUTES

Date: 22 Nov 2023
Location: Halton Village Hall
Time: 19.00 – 21.00

Attendees:

Cllr J MacKinnon, Cllr B Thompson, Cllr C Waddams, Cllr A Jimson, Cllr S Barber, Cllr J Kumela, Cllr S Holcroft, R Newcombe, Sqn Ldr E Lismore, Clerk Fiona Richardson

23.109 Apologies:

None

23.110 Declaration of Interests:

None

Register of Interested now updated

The Chair Closed the meeting for the Open Forum:

23.111 Open Forum

Members of the public highlighted concerns about blocked gutters, paths filled with moss and weeds, particularly along St. Michael's Close. The accumulation of weeds and willowherb is obstructing the gutters and paths. A similar issue exists from Halton village to Chesnut Ave, creating hazardous and slippery conditions.

<p>Actions: Consider assigning the community service working party to assist with clearing paths and curb stones. Cllr S Holcroft will compile a task outline for the working party and forward it to the Clerk. The Clerk will then coordinate the organization of the working party.</p>

RAF

The Community Fireworks Event was successful and positively received by locals. Eight remembrance events were supported across the region, and HPC expressed gratitude to the RAF for their assistance at the HPC remembrance service. Regarding Rugby car parking, the RAF underestimated the traffic volume. Going forward for similar high-attendance events, they will implement traffic management measures based on people's mode of transportation.

A formal military funeral ceremony is scheduled for Wednesday, December 6th, 2023, at St. George Church, followed by burial at St. Michael's and a wake at Halton. An estimated 100-200 attendees are expected. Plans include arranging coaches for military personnel, implementing a traffic management strategy, and confirming the possibility of a flyover. The wake is scheduled to conclude by 3 pm.

County Councillors

Cllr R Newcome reported back regarding the demand-responsive travel service, a specific launch date will be provided around Christmas as the service is still in the procurement process.

Actions:

Cllr S Holcroft to collaborate with the RAF for future event support and management.
Sqn Ldr E Lismore to provide a report during the next meeting concerning the management of lead pollution originating from the firing range. This report should outline the legal obligations of the RAF regarding lead pollution and detail the monitoring process for such pollution.

Sqn Ldr E Lismore to enquire with the DIO about the possibility of allowing a local business to sponsor trellises to conceal the ongoing unsightly RAF accommodation refurbishment, which has persisted for over two years in McEwen Ride.

Cllr R Newcome to assist with HPC's outstanding streetlighting issues on the B4009. R Newcome to report back on what HPC and Bucks Council can do to bring this issue to a conclusion

The chair opened the meeting

23.112 Minutes

Following a unanimous vote of acceptance, the Chair signed the minutes of the 27th of Sept HPC meeting, and actions reviewed.

Actions:

Clerk to record recognised highways related risk in the Halton Parish Council Risk Register.

Clerk and Cllr J MacKinnon to complete lone working and data retention policies

Cllr B Thompson to update Cllr S Holcroft on the closure of RAF Halton

Cllr S Bowles to report to HPC on the outcome of the road safety report which HPC sent to Bucks Council

Cllr C Booker to review and amend the social media and comms policy to reflect the latest communications strategy

23.113 Clerks Report

- Cllr A Jimson has resigned from her role and a subsequent notice of vacancy has been logged.
- Cllr J Hickey has resigned from her role and a subsequent notice of vacancy has been logged.
- The clerk is in the process of setting up Scribe Accounting – expected completion Dec 2023. Scribe, the new cloud-based finance system for HPC has been set up by the Clerk and all financial records input for the year 23-24. The Bookings Clerk inputted all village hall invoices for the year. The system will be used for monitoring the HPC budget, recording all financial records and related evidence and for invoicing. The new finance system and processes enable compliance, resilience, and corporate memory. Combined with the HPC modernised and professional IT provision implemented in 22-23 which includes email, secure document management, calendars, and online comms tools this provides transparency, governance, and sustainability.
- The clerk is reviewing the 23/24 budget and compiling the budget for 24/25
- The clerk is still chasing the repair of the Streetlights with Bucks Council
- The clerk is still reviewing the dog poo bins, ownership and emptying of.
- Meeting set for the Finance committee to discuss and approve budget and precept Dec 8th Village Hall upstairs meeting room.

Decision:

Dates for next year's meetings were unanimously approved.

Clerk to place HPC 2024 meeting dates on website.

23.114 Finance

The Local Government Services Pay Agreement 2023 was acknowledged and will be implemented for the Clerk, backdated from April 2023

Decision

The bank balances and payments were approved

23.115 Planning

The following planning applications were considered and neighbouring parish councils consulted

23/03063/APP - ASTON CLINTON Land On The A41 (East Of Aylesbury) And West Of Woodlands Roundabout Aylesbury HP22 5GN

23/03255/APP - WESTON TURVILLE Land Between Wendover Road and Aston Clinton Road Weston Turville Buckinghamshire Temporary priority T-junction at Marroway (B4544)/Marroway Link Road

23/03195/ADP - WESTON TURVILLE Between Wendover Road And Aston Clinton Road Weston Turville Buckinghamshire Submission of Reserved Matters (access, landscaping, appearance, scale and layout) for the Southern Link Road (East) comprising access from Woodlands Roundabout to include access into Hampden Fields, infrastructure works and associated drainage and landscape features pursuant to Outline Planning Permission 16/00424/AOP and approval of Conditions 16 and 17 (Landscape Scheme), Condition 19 (Tree and Hedgerow Protection), Conditions 20 and 21 (Ecology), Condition 22 (Badger Mitigation), Conditions 24 and 25 (Drainage and SUDS) and Condition (Highways

23/03221/ADP - ASTON CLINTON Aylesbury Woodland College Road North Aston Clinton Buckinghamshire Application for approval of reserved matters (access, layout, scale, appearance, and landscaping) for Phase 1A works (Woodlands Roundabout Improvements and associated flood mitigation and landscaping), pursuant to outline planning permission ref 16/01040/AOP and approval of condition 4. 9, 13 (detail of access, layout, scale, appearance, and landscaping) 15 slab levels) 16 (drainage and suds) 29 (construction environmental management plan) 36 (flood risk aspects)

Decision:

23/03063/APP - Neutral

23/03195/ADP - Neutral

23/03195/ADP - Neutral

Action:

23/03221/ADP - TBC following feedback from Aston Clinton Parish Council and with consideration from HPC

23.116 Neighbourhood Plan (NP)

Bucks Council is refining the Supplementary Planning Document (SPD) to outline allocated green spaces. A consultation is set for the week starting January 8th, with a community public consultation session on January 11th at HPC village hall. Cllr McKinnon will align HPC planning policies with the SPD, reigniting work on the HPC Neighbourhood Plan (NP). While exploring grants to aid in completing the HPC NP,

current funding limitations prevent application this financial year. A grant application is earmarked for the subsequent financial year, in 2024.

Action:

Clerk to apply for a NP grant in 2024

Cllr J MacKinnon to review the SPD and align with HPC NP

23.117 Closure of RAF Halton

The public consultation on the SPD for the 1000 homes in Halton is delayed due to this area being part of the Chiltern Beechwood special conservation area and green spaces needed to be determined.

Action:

A flyer to be sent to every household in Halton Parish, in January 2024, advertising the SPD community public consultation session to be held at HPC village hall on January 11th

23.118 Policies, Procedures, Contracts

No matters to discuss

23.119 Consultations

Buckinghamshire Council's Consultation: Draft Housing Strategy for 2024-2029 was discussed.

Action:

Cllr B Thompson and Cllr J Mackinnon to comment on the consultation.

23.120 Highways

A Highways report was provided.

Highlights of the report

- Significant concern regarding the surge in traffic: A notable increase of 15,000 more vehicles on Halton Lane in October compared to September, projecting an estimated 30,000 increase monthly. Chesnut Ave also experienced a similar surge, with an approximate 66,000 vehicles in one direction for the month.
- The rise in traffic coincided with a road closure on Tring Road, leading to diverted traffic. The impact of new housing developments on traffic flow is being closely monitored.
- Disappointment was expressed at the lack of response from Bucks Council regarding this escalating traffic situation.

Cllr S Barber and Cllr S Holcroft assessed highways in the village including Perch Bridge and are now devising an action plan. They propose utilising a Community Speed Watch scheme to deter speeding, including the capability to monitor Heavy Goods Vehicles (HGVs) crossing Perch Bridge.

Action :

Clerk, Cllr S Barber to follow up on reports of cracks on Perch bridge.

MVAS Data Volunteers to be thanked for their dedication and hard work and provided with a small gift of appreciation.

Cllr S Holcroft to investigate community speed watch, report back to HPC with a plan of action to implement in the new year.

Cllr S Barber and Cllr S Holcroft to review risk/process for the changing of the MVAS batteries.

23.121 Environment

- The canal has undergone dredging, and the newly refurbished towpath is now open for use.
- Cllrs Waddams and MacKinnon visited Lindengate to acquire bug hotels for placement on the wild verges. Currently awaiting a quotation.
- The Wendover Canal Trust's project manager is exploring the possibility of extending the canal from Halton to Wendover. This may involve installing a humpback or swing bridge at Halton and potential alterations to the A41. HPC will seek village input on this proposal. Green Park expressed interest in maintaining the canal for paddleboarding and kayaking, and there is a query about whether it should terminate in Buckland.

Decision:

It was unanimously agreed to award Wendover canal and river trust with a grant of £1000 to resurface the or footpath from Halton bridge to Aston Clinton.

While awaiting confirmation from Bucks Council regarding the best eco-friendly streetlights to install, the agreed interim solution is to utilize the most suitable eco option recommended by our electrician.

The Parish Council is to gather feedback from parishioners on the possibility of extending the canal from Halton to Wendover which may involve installing a humpback or swing bridge at Halton. Cllr J MacKinnon to draft a letter to residents.

Action :

Clerk to continue to chase up streetlight matters

There are issues with the visibility of deer, badger, and road signs due to tree coverage. A report will be submitted to "Fix My Street" to address these concerns.

23.122 Village Hall

- The village sign has been ordered and is expected to arrive in autumn 2024.
- Damp work has been finished, and the construction of the French drain has commenced. Anticipated completion within one to two weeks.
- Seeking quotes for external decoration work.

Decision: It was agreed that the Village Hall committee will be disbanded and that village hall matters will now be discussed, and reports presented at the Bi-Monthly. HPC Meetings

Action:

Clerk to write to committee members to let them know and to give thanks for all their hard work over the years.

23.123 Communications

The local community is actively engaging on the Facebook hub. Councilors have been proactive in posting updates and information to keep the community engaged and informed.

Action:

Publication dates for the newsletter will be posted on both the website and the Hub.

Issue reported with Hugo Fox regarding the website logo not appearing in mobile view. Clerk to follow up on pending resolution.

Councillors are requested to email Cllr C Booker with a list of accomplishments, activities, or projects completed throughout the year to aid in promoting and communicating the work of HPC. Cllr C Booker will then publish this information on the community hub. The Clerk will post to the website.

23.124 Community Events

Action:

The Clerk to determine HPC's involvement in and promotion of the canal path opening event, aimed at bringing Wendover and Halton together. This event may involve a ribbon-cutting ceremony and engagement of local school children. A meeting is pending to finalize details as no date has been set.

Decision:

IT was agreed that to encourage and promote community engagement tea and biscuits will be served following the Halton Parish AGM (Annual General Meetings) in May 2024

23.125 Grant Applications / Projects

Decision:

HPC has officially committed to and been accepted into the Bucks EV (Electric Vehicle) Electric Vehicles project. An EV charging point will be installed Village Hall Carpark – further details and date pending.

23.126 Matters of Report

Nothing to report

23.127 Correspondence and Circulars

FOI Request received, responded to, and closed.

23.218 Date of Next Parish Council Meeting 24th Jan 2024 8pm

23.109 Confidential Items

No Confidential Items

The meeting finished at 21.08 hrs.