

HUGHENDEN PARISH COUNCIL

Parish Council Meeting to be held in the Council Offices on Tuesday 8th September 2009 at 8pm

To: All Councillors,

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS FOLLOWS.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND.

During the meeting it may become necessary for the public and press to be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business to be transacted.

AGENDA

1. **Attendance Book.**
2. **Apologies for Absence.**
3. **Declarations of Members' Interests in Items on the Agenda.**
(Under the Local Government Act 2000 and Code of Conduct, all elected and co-opted members are required to register and declare personal and prejudicial interests as well as any gifts or hospitality received.)
4. **Minutes of the previous monthly meeting held on Tuesday 14th July 2009 and extra-ordinary meetings held on 1st September 2009 and 7th September 2009.**
5. **Police/RAF Consultation.**
6. **Matters Arising.**
 - a) 09211 – Response from BCC on Mrs Powell's request for magnifying mirror at Burnham Road and Coombe Lane junction.
7. **Correspondence.**
 - a) 8259/09 - NALC – Notice of Local Council Awards for Town & Parish Councils.
 - b) 8262/09 - Request from Cllr Pushman for TSID at Warrendene Road, Hughenden Valley.
 - c) 8264/09 - BCC – Request for people to join Independent Education Panel for appeals.
 - d) 8277/09 - Chilterns Conservation Board – Invite to Planning Conference on 30/9/09.
 - e) 8278/09 - NAG – Request to consider Hughenden's position within NAG area.
 - f) 8292/09 - Bucks Learning Disability Service requesting a road crossing in Hughenden Valley.
 - g) 8298/09 - Round Table request to use Four Ashes field for parking for firework display on 7/11/09.
8. **Public Speaking.**

Up to approximately 15 minutes will be given to members of the public to speak or raise queries, subject to the Chairman's discretion. The meeting will be suspended for the duration of this item.
9. **REPORTS:-**
 - Chairman.**
 - County and/or District Councillors.**
 - Planning Committee** - Relevant minutes have been issued.
 - Services Committee** – There has been no meeting since the last Council meeting.
 - Finance & Administration Committee** - There has been no meeting since the last Council meeting.
 - Reports by Councillors serving as representatives on Outside Bodies.**
 - Reports from Residents Associations.**
 - Reports from Working Parties/Groups.**
 - Parish Strategy/Action Plan – Updates:**
 - Design Statement – nothing new to report.
 - Rural Affordable Housing – this item will be taken at the end of the meeting in the absence of the public and press.
 - Update Report from Clerk** - Report attached.
10. **Reminder of Future Meetings.**
 - a) NAG – Thursday 10th September 2009 at 7.30pm at RAF Naphill.
 - b) Princes Risborough LCP meeting – Wednesday 23rd September 2009.

11. Payments.

The following invoices have been received since the last meeting of the Parish Council and are submitted for approval for payment:-

a) HM Revenue & Customs – Tax and NI for August salaries	£ 841.48
b) Verdant Group plc – grass cutting as per contract	£ 1,765.07
c) Toilets+ Ltd – toilet hire at burial ground	£ 165.60
d) C Gant – tree and hedge cutting and topping at Little Burnham field	£ 1,443.00
e) Spruced-Up Ltd – clearance at Vincent's pond/meadow and Walters Ash pond	£ 1,190.25
f) Playground Facilities Ltd – repair to equipment at Naphill play area	£ 402.50
g) Express Travel – travel to Haddenham for youth to take first aid course	£ 57.50
h) Staples – coloured paper/adaptor/labels/A3 paper	£ 118.49

The following payments have been made since the last meeting of the Parish Council and are submitted for approval for payment:-

a) Salaries for July & August	£ 4,802.12
b) British Telecom – telephone and broadband charges (July & August)	£ 137.82
c) Sage UK Ltd – cover for software support for payroll program	£ 109.25
d) Chiltern Society – annual subscription	£ 25.00
e) Mrs A Andrew – printing/computer allowance	£ 40.00
f) Mr P Crawshaw – printing/computer allowance	£ 40.00
g) Mr D Davies – printing/computer allowance	£ 40.00
h) Ms M Ewart – printing/computer allowance	£ 40.00
i) Mrs J Gibbs – printing/computer allowance	£ 40.00
j) Mr R Gould – printing/computer allowance	£ 40.00
k) Mr I Guy – printing/computer allowance	£ 40.00
l) Mr D Jarman – printing/computer allowance	£ 40.00
m) Mr A Konieczny – printing/computer allowance	£ 40.00
n) Mr H McCarthy – printing/computer allowance	£ 40.00
o) Mr N Morris – printing/computer allowance	£ 40.00
p) Mr J Rogers – printing/computer allowance	£ 40.00
q) Ms L Smith – printing/computer allowance	£ 40.00
r) Ms J Quorroll – printing/computer allowance	£ 40.00
s) SLCC – CiLCA Management – submission of part 7 (Power of Well Being)	£ 15.00
t) Mrs L Turner – mileage expenses for July/August	£ 42.85
u) Mrs E Marsden – mileage expenses	£ 23.48
v) Post Office Ltd - stamps	£ 139.00
w) Molly Maid - Office cleaning 9/7/09, 23/7/09, 6/8/09, 20/8/09 & 3/9/09	£ 105.00
x) HM Revenue & Customs – Tax and NI for July salaries	£ 841.48
y) SR Farm Contract Services–garden of rest/open spaces/allotments	£ 1,450.00
z) Verdant Group plc – grass cutting as per contract	£ 1,765.07
aa) Toilets+ Ltd – toilet hire at burial ground	£ 165.60
bb) SDK Environmental Ltd – dog bin emptying in Parish	£ 322.37
cc) B J Turney – hedge cutting as per contract	£ 1,944.00
dd) C F Agricultural Contractors – topping at Little Burnham meadow	£ 57.50
ee) Playground Facilities Ltd – playground repairs in various play areas	£ 1,372.53
ff) Hildreths Ltd – padlock for field	£ 17.99
gg) Wycombe District Council – rubbish collection at Great Kingshill	£ 86.25
hh) Southern Electric Contracting – completion of work to replace brackets	£ 1,366.57
ii) Southern Electric – energy supply for office	£ 125.02
jj) Mike Henson Presentations Ltd – adjustments & upgrade to Webmaster service	£ 1,322.50
kk) Staples - stationery	£ 28.29
ll) Cockpit Hole Environmental Project – purchase of dog bin for use in Parish	£ 200.00
mm) Chubb Fire Ltd – 6 monthly service to fire extinguishers	£ 54.05
nn) Clearview – window cleaning in office on 19/8/09	£ 17.25

12. Monies Received.

a) Burials – (1 ashes /2 plaques)	£ 620.00
b) Scottish & Southern Energy – wayleave rent	£ 7.10
c) BCC – Refund of P3 (footpath) work in 2008/09 financial year	£ 1,840.00

13. **Other Matters.**

- a) Update on information for open meeting regarding Great Kingshill play areas and feedback from consultation.
- b) Consideration of adoption of e:mail protocol for members. (Paper provided)

For the following items, the public and press will be excluded from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business to be transacted.

- c) Consideration of update information on rural affordable housing.

14. **Urgent Matters by permission of the Chairman.**

15. **Date of the next meeting.**

The next meeting is scheduled for Tuesday 13th October 2009 commencing at 8pm.



Mrs L M Turner
Clerk of the Council
2nd September 2009