

# HUGHENDEN PARISH COUNCIL

Parish Council Meeting to be held in the Council Offices on Tuesday 10th November 2009 at 8pm

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**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 13th October 2009.**
5. **Police/RAF Consultation.**
6. **Matters Arising.**
7. **Correspondence.**
  - a) 8360/09 - WDALC – Invitation to training event on Saturday 28/11/09 at 9.45am.
  - b) 8364/09 - BCA – Invitation to Wheels to Work launch at Quainton on 27/11/09.
  - c) 8366/09 - BALC – Information on BRAG Conference, Plunkett Foundation Survey.
8. **Other Matters.**
  - a) Review of Public Meeting held on 2/11/09 at Great Kingshill School.
9. **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.
10. **REPORTS:-**
  - Chairman.**
  - County and/or District Councillors.**
  - Planning Committee** - Relevant minutes have been issued.  
To include:-
    - a) Exel Group – query regarding street lights in Royal Oak development at Great Kingshill.
  - Finance & Administration Committee** – Relevant minutes have been issued.  
The following items will be proposed:-
    - a) **09FA29** – Hughenden Valley Village Hall – request for grant for replacement boiler and associated building works. **RECOMMENDATION:** that a grant of £2,246 be made upon completion of this work.
    - b) **09FA30** – Hughenden Valley Village Hall – request for grant for replacement kitchen. **RECOMMENDATION:** that a grant of £5,000 be made, in principle, subject to confirmation of quotations. This will be made out of the 2009/10 financial year.
    - c) **09FA31** – Great Kingshill Village Hall – request for grant for heating system changes. **RECOMMENDATION:** that a grant of £59 be made upon completion of this work.
    - d) **09FA35** – Consideration of NALC recommendations for salary and holiday changes for staff. **RECOMMENDATION:** that the NALC, percentage and holiday changes be implemented.
  - Services Committee** - There has been no meeting since the last Council meeting.

**Reports by Councillors serving as representatives on Outside Bodies.**

**Reports from Outside Meetings.**

**Reports from Residents Associations.**

**Reports from Working Parties/Groups.**

**Parish Strategy/Action Plan – Updates:**

- Design Statement – response received from WDC (Papers attached)
- Rural Affordable Housing – this will be taken at the end of the meeting in Confidential Items.

**Update Report from Clerk** - Report attached.

11. **Reminder of Future Meetings.**

- a) Member Standards & Code of Conduct Training at Missenden Abbey - 25th November 2009.

12. **Payments and Monies Received.**

Payments and monies received according to Appendix a/0911

13. **Confidential Items.**

**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.**

- a) Report on meeting with GAG Chairman regarding land at Widmer fields.
- b) Rural Affordable Housing – update.

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

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

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



Mrs L M Turner  
Clerk of the Council  
5th November 2009

**Appendix a/0911****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 October salaries                       | £ 863.22   |
| b) Verdant Group plc – grass cutting as per contract                            | £ 2,647.60 |
| c) SR Farm Contract Services – cemetery maintenance/footpaths/remove stones     | £ 2,500.00 |
| d) SDK Environmental Ltd – dog bin emptying                                     | £ 322.37   |
| e) Toilets+ Ltd – toilet hire at burial ground                                  | £ 165.60   |
| f) C Gant – safety work at Hughenden and Templewood play areas                  | £ 885.50   |
| g) Barlow Fencing – replace safety barrier at Great Kingshill recreation ground | £ 161.00   |
| h) S & S Garden Services – clearance work at Templewood play area               | £ 1,932.00 |
| i) Agripower – weed spraying at Great Kingshill recreation ground               | £ 523.25   |
| j) S C Gibbons – outside decorating work at Parish office                       | £ 720.00   |
| k) ASM Metal Recycling – disposal of fly tipping at cemetery (tyres)            | £ 172.50   |
| l) Veolia Water Central Ltd – water rates on allotments/office/cemetery         | £ 478.25   |
| m) Bucks Community Action – annual membership renewal                           | £ 30.00    |
| m) Viking Direct – stationery (paper/pens/files/diaries)                        | £ 123.15   |
| o) Southern Electric – energy for office and cemetery                           | £ 111.92   |
| p) Clearview – window cleaning at office  | £ 17.25    |
| q) Molly Maid - Office cleaning 15/10/09 & 29/10/09                             | £ 42.00    |

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

|  |            |
|--|------------|
| a) Salaries for October  | £ 2,460.54 |
| b) British Telecom – telephone and broadband charges                             | £ 69.93    |
| c) Spar – refreshments for meetings  | £ 13.99    |
| d) Cryers Hill Post Office – refreshments for public meeting                     | £ 8.36     |
| e) Co-op – refreshments for public meeting                                       | £ 63.24    |
| f) Hildreths Ltd – bulbs for planting around Parish                              | £ 36.00    |
| g) Royal British Legion Poppy Appeal – wreath for Remembrance Service at Naphill | £ 20.00    |

**Monies Received:-**

The following monies have been received since the last Council meeting.

|  |            |
|--|------------|
| a) Burials – (1 full / 1 ashes)              | £ 1,360.00 |
| b) Rural Payments Agency – stewardship grant | £ 537.10   |
| c) Bradenham Church – sale of chain saw      | £ 10.00    |
| d) Allotment Rents                           | £ 961.25   |