

HUGHENDEN PARISH COUNCIL

Parish Council Meeting to be held in the Council Offices on Tuesday 14th July 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 9th June 2009.**
5. **Police/RAF Consultation.**
6. **Matters Arising.**
 - a) BCC – Prioritisation and Funding for LCP Issues - Report provided.
 - b) Confirmation of details of Public meeting/consultation regarding Great Kingshill play areas.
 - c) Consideration of date and details for interviewing new Councillor for Hughenden Valley Ward.
7. **Correspondence.**
 - a) 8226/09 - Mrs Powell – request for magnifying mirror at Burnham Road/Coombe Lane junction.
 - b) 8239/09 - SLCC – Invitation for Clerk to attend National Conference on 23rd – 25th October 2009.
 - c) 8240/09 - CPRE – Information on situation regarding mid Chilterns branch.
 - d) 8242/09 - Sage UK Ltd – request to continue sagecover for Instant Payroll software at £109.25.
 - e) 8248/09 - WDC response regarding issues of parking at Evington, Cryers Hill Road, Cryers Hill.
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.
Including:-
 - a) **09P61** - WDC – Local Development Framework - Consultation on update of Site Allocations Development Plan Document – Report from Cllr Gould to be considered.
 - b) **09P62** - Consultation on Policy on Planning Obligations for Education – **RECOMMENDATION:** respond stating that this is a well thought through document and although unable to comment on the figures, this Parish Council back the Bucks County Council aims for ensuring sufficient schools and places at all levels using developer's contributions via section 106.
 - c) **09P63** – Communities and Local Government – Consultation on Greater Flexibility for Planning Permissions – Report from Cllr Gould to be considered.
 - Services Committee** - Relevant minutes have been issued.
The following items will be proposed:-
 - a) **09S20** – Renewal of playground inspection contract – **RECOMMENDATION:** to continue with the quarterly inspections for a further year at a cost of £22.25 + Vat per inspection per site.
 - b) **09S22** – Consideration of safety surface at Widmer End play area. **RECOMMENDATION:** that the Council pay for the seat to be moved and the alterations to the boundary for the cushionfall and the Village Hall Committee would be responsible for the provision of the ramps. (NB: letter now received from Village Hall Committee – scanned and sent to all members)

- c) **09S23** – Cost of clearance work at Templewood play area. **RECOMMENDATION:** that this work be completed as soon as possible, subject to quotations (scanned and sent to all members). **RECOMMENDATION:** that the Council purchase the available bin from the Cockpit Hole Environmental Project at a cost of £200 and have it installed in this area.
- d) **09S25** – Tree work required at Primrose Hill amenity area. **RECOMMENDATION:** that that this work be undertaken as soon as possible, as appropriate.
- e) **09S28** – Consideration of P3 scheme allocation for footpath clearance. **RECOMMENDATION:** that the footpath clearance work be completed, as scheduled, and that the remainder of the cost be borne by the Parish Council.
- f) **09S29** – Consideration of quotation for tree work required in Little Burnham plantation. **RECOMMENDATION:** that this work be completed as appropriate.
- g) **09S33** – Consideration of action to be taken on fencing at Hatches Lane field. **RECOMMENDATION:** that this work be completed, with the costs to be split three ways, between the Council, the tenant and the neighbouring landowner.
- h) **09S35** – Consideration of picket fencing around pavilion at Great Kingshill recreation ground. **RECOMMENDATION:** that permission for the fence be given and that, as the land is owned by the Parish Council, this work be carried out by the Council and a donation of £700 be requested from the Cricket Club.

Finance & Administration Committee - Relevant minutes have been issued.

The following items will be proposed:-

- a) **08FA19** – Consideration of annual grants to local organisations – **RECOMMENDATION:** to pay grants as per Finance minutes.
- b) **09FA22** – Southern Electric – request for renewal of agreement to supply electricity to garden of rest. **RECOMMENDATION:** that this renewal be agreed.
- c) **09FA23** – Chiltern Society – request annual subscription renewal of £25. **RECOMMENDATION:** that this be paid.
- d) **09FA24** – Consideration of funding for Great Kingshill play areas. **RECOMMENDATION:** that these play areas be funded through the precept, using reserves from 2009-10, if necessary, which will be replaced through the precept in 2010-11.
- e) **09FA25** – Consideration of payment of printing allowance for members. **RECOMMENDATION:** that an allowance of £40 towards the cost of ink be paid to each member for the 2009/10 financial year and that each member would provide receipts to the Clerk during the year to cover the cost of this re-imburement.
- f) **09FA26** – Consideration of date, content and organisation of Autumn public meeting. **RECOMMENDATION:** that a meeting be held in October/early November at a venue to be arranged. The Clerk is to ask if WDC's Alistair Nicholson or Jerry Unsworth would come along and speak and it was **AGREED** that there would be a presentation on the working of the Council, particularly with regard to expenditure.

Reports by Councillors serving as representatives on Outside Bodies.

Reports from Residents Associations.

Reports from Working Parties/Groups.

- Strategic – report from meeting on 1/7/09 (paper provided)

- Highways – report from meeting on 9/6/09 (paper provided)

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.**

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 June salaries	£ 841.48
b) SR Farm Contract Services–garden of rest/tap repair/clearance/mow ponds	£ 2,430.00
c) Verdant Group plc – grass cutting as per contract	£ 1,744.73
d) Toilets+ Ltd – toilet hire at burial ground	£ 165.60
e) SDK Environmental Ltd – dog bin emptying in Parish	£ 322.37
f) C Gant – tree maintenance work at Pipers pond/Templewood/Cockshoot wood	£ 1,943.50

g) B J Turney – first cut of pavement side hedges	£ 200.00
h) Spruced-Up Ltd – removal of fish from Vincent’s pond and allotment clearance	£ 1,911.88
i) Buildbase – plumbing parts for allotment tap repair	£ 12.94
j) Briants of Risborough – post & concrete for gate repair at North Dean allotments	£ 50.02
k) Alchemille – supply plants for garden of rest	£ 46.70
l) ABA (Construction) Ltd – quarterly playground inspections	£ 149.04
m) Wycombe District Council – annual RoSPA inspections/waste collection	£ 544.42
n) Mike Henson Presentations Ltd – changes to pages on website	£ 132.25
o) Swift Digital Services – copier charge for copier/printer	£ 58.45
p) Southern Electric Contracting – quarterly maintenance/repair/replace brackets	£ 3,542.86
q) British Gas – supply for office	£ 132.40
r) Southern Electric – energy supply for street lighting & garden of rest	£ 719.96
s) SLCC – 2 copies of 8th edition of Charles Arnold-Baker	£ 111.20
t) Country Supplies – bark for flower beds at garden of rest	£ 29.99
u) A M Davies & Son – annual storage facilities at Hatches Farm	£ 500.00

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

a) Salaries for June	£ 2,401.06
b) British Telecom – telephone and broadband charges	£ 66.84
c) Molly Maid - Office cleaning 11/6/09 & 25/6/09	£ 42.00
d) SDK Environmental Ltd – removal of wasps nest at North Dean allotments	£ 44.00
e) WDALC – training event on ‘Planning for Emergencies’ – 18/7/09 (Cllr Guy)	£ 10.00
f) Studley Green Garden Store – tub for new ashes bed at garden of rest	£ 20.00
g) Mrs L Turner – mileage expenses for June	£ 25.24
h) Clearview – window cleaning in office on 23/6/09	£ 15.00
i) Co-operative - refreshments for meetings	£ 15.49
j) Woodhall Sports Trophies – engraving Chairman’s chain	£ 15.00

12. **Monies Received.**

a) Burials – (1 ashes /2 plaques)	£ 280.00
b) HSBC – Bank interest	£ 6.07

13. **Other Matters.**

- Consideration of leaflet on Parish Council to be made available as appropriate.
- Proposal:- that the Chairman and/or Vice-Chairman be empowered to approve cheques for signing, and to take any action necessary, during the summer recess, to be ratified at the full Council meeting in September.

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.

- Consideration of quotations for outside decoration of the Parish office.
- Consideration of cost of work required on Parish Council name plate on office building.
- Consideration of report from Joint Meeting regarding Queensway land. (Papers provided)
- Consideration of response to Hastoe Housing re rural affordable housing.

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

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

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



Mrs L M Turner
Clerk of the Council
9th July 2009