

HUGHENDEN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 9th March 2010 in the Council Offices at 8pm

UNCONFIRMED

1. **Present:-**
- | | |
|---------------------------|-----------------------|
| Cllr M E Ewart (Chairman) | Cllr A M Konieczny |
| Cllr A M Andrew | Cllr N J Morris |
| Cllr P H Crawshaw | Cllr J E Rogers |
| Cllr D L Davies | Cllr L J Smith |
| Cllr J A Gibbs | Cllr J I Sole |
| Cllr R F Gould | Cllr J A Whitehouse |
| Cllr I N Guy | Clerk: Mrs L M Turner |
| Cllr D G Jarman | |

There were four members of the public present.

2. **Apologies for Absence.** Cllr McCarthy.
Cllr Andrew had sent apologies that she would be arriving late due to work commitments.
3. **Declarations of Members' Interests in Items on the Agenda.**
10052 Cllr Rogers declared an interest in items in 'Payments'; Cllr Ewart & Cllr Whitehouse declared an interest in the request for a donation for the Friends of Naphill Common and Cllr Davies declared an interest in the item on Great Kingshill Cricket Club as he is an honorary vice president of the club.
4. **Minutes of the previous monthly meeting held on Thursday 9th February 2010.**
10053 – These were **RESOLVED** as a true record of that meeting and signed by the Chairman.
5. **Police/RAF Consultation.** There were no Police present.
6. **Matters Arising.**
10054 - 10032 - BCC – Consultation on draft parking & enforcement policy. Several members had sent in information for responses to this paper and it was **AGREED** that the Clerk would collate these, as best she could, and prepare a draft response to be sent to all concerned and returned in time to be submitted by 31st March 2010.
10055 – 10040 – Report on consideration of safety issues during cricket matches at Great Kingshill play areas. Cllr Rogers and Cllr Gould had met and discussed the possible options in the locality of the play areas. It was **NOTED** that, under the terms of their lease, the Cricket Club are responsible for any accidents or damage resulting from their use of the ground and it was **AGREED** that the Clerk would write to them asking for a copy of their insurance schedule, to confirm that they are fully covered. The use of netting at the children's play area was then discussed in some detail and then **RESOLVED** that a temporary netting barrier be erected during the season to ensure the play area is shielded from the line of play from the cricket matches. It was **RESOLVED** that the Parish Council would not contribute to any extra barriers at the teen area, as there was not considered to be any extra risk in that area than was present in the remainder of the recreation ground.
7. **Correspondence.**
10056 – 8492/10 - Friends of Naphill Common – request for donation towards information boards. Cllr Ewart & Cllr Whitehouse declared an interest in this item and withdrew from the discussion. Cllr Davies took the Chair and the Clerk gave information on the request. After some discussion it was **RESOLVED** that a donation of £250 be made for this project.
Cllr Andrew arrived during this item at 8.13pm.
10057 - 8493/10 - GAG Trust – information on request for letter to be sent to Taylor Wimpey. The Chairman explained that a further letter of support for the GAG Trust would be required and it was **RESOLVED** that the Clerk send a suitable letter to Mr Griffiths for his use.
10058 - 8494/10 - FWAG – Request to renew annual membership of £42.00. This was **RESOLVED**.
10059 – 8503/10 - WDC – Update on consultation for Gypsy/Traveller sites. The Clerk gave information on the amendments made to the list of sites being considered and this was **NOTED**.
10060 - 8506/10 - Consideration of appointment of internal auditor for 2009/10 accounts. The Clerk gave information and it was **RESOLVED** to appoint Geoff Weir to be the internal auditor for the accounts year 2009/10.
10061 - 8515/10 – WDC – Invitation to Rural Forum meeting to be held on 25/3/10 at 5pm. This was **NOTED**.

8. **Other Matters.**

10062 – Update on progress on play areas at Great Kingshill and arrangements for opening. The Chairman informed members that the ‘teen’ area is now complete, although the fencing is being kept around the grass mound to enable this to take ‘hold’. The children’s area is still awaiting further work on the safety surface, but this should be completed by the end of week commencing 15th March 2010. The arrangements for the opening have not been finalised, as confirmation of who will open the area has yet to be received. Formal invitations will be issued as soon as confirmation is received. This was **NOTED**.

10063 – Consideration of provision of intercom system for Parish offices. The Chairman gave information of this item, which had arisen from the risk assessments for lone workers and the Clerk gave information on what would be provided at a cost of £409.00 plus Vat. It was **RESOLVED** to proceed with this safety issue as soon as possible.

10064 – Arrangements for public meeting in Widmer End ward in autumn 2010. The Chairman reminded members of the practice of having two public meetings per year and that this autumn it would be held in Widmer End ward. It was **AGREED** that a venue would be sought for Tuesday 19th October 2010 and the Clerk was asked to continue with the arrangements, ensuring that the information was issued to newsletters in plenty of time for this to be widely publicised. Members were reminded that the Annual Parish Meeting is to be held on Tuesday 25th May 2010 and will be in North Dean Village Hall.

10065 – Final arrangements for open day on rural affordable housing. The Chairman confirmed that the open day would be held in the Parish offices, as no village halls had been available for the amount of time required for the function. She confirmed that the representatives from ERHA would be present to answer any questions from parishioners and that day had two purposes. One, to allow parishioners to view the proposals and ask questions, and two, for those people who are interested, to register a need.

9. **Public Speaking.**

As there was a member of the public wishing to speak, the Chairman clarified the process and closed the meeting at 8.50pm.

a) Mr Furness of Hughenden Valley asked that there be a register of objections as well as need for the rural affordable housing open day. He then made comment about the wording of an article in the Naphill Gazette and asked for clarification on the comments on the Parish Council website.

The Chairman thanked him for his comments and confirmed she would respond at a later date.

As there were no other members of the public wishing to speak, the Chairman then re-opened the meeting at 8.55pm.

10. **REPORTS:-**

Chairman.

10066 – The Chairman reported that she had attended a launch on the update of the Chilterns Buildings Design Guide and this is well presented and informative and a copy will be sent to the Parish Council in due course. She had also attended the annual reception at Pipers Corner School and a BCC Civic Service in West Wycombe, which had been a lovely service and very well attended.

The Chairman then informed members that she, with Cllr Davies and the Clerk, had met with Lesley Blue from BALC on a BCC Engagement Project, of which notes will follow. She had also attended two LAF meetings, and these will be reported on by Cllr Davies.

County and/or District Councillors. There were no District or County Councillors in attendance.

Planning Committee.

10067 - Minutes of the Planning Committee meeting held on 18th February 2010 had been issued. There were no queries and it was then **RESOLVED** to accept the Planning Committee report. Application comments detailed in Appendix B/1003 with these minutes.

Finance & Administration Committee – There had been no meeting since the last Council meeting.

Services Committee – There had been no meeting since the last Council meeting.

Reports by Councillors serving as representatives on Outside Bodies.

10068 – **Hughenden NAG** – Cllr Jarman reported that questionnaires have now been issued to all residents in the Parish, asking for their priorities for policing in the area. Youth issues and parking problems outside schools are being considered. The speed working group will be placing TSID’s within the Parish by the end of March, to maintain the pressure on drivers of speeding vehicles.

10069 – North West Chilterns Local Area Forum – Cllr Davies reported that there had been two meetings during the last month, mainly due to the gypsy site choices. The funding requirements were discussed and this Parish received £2000 for the transfer of land to create a footpath on Pipers Lane, Great Kingshill. It was noted that funds may be easier to obtain if match funding is available through other organisations. Cllr Davies then stated that changes are to be made to the Chiltern Line through Princes Risborough to reduce bends and improve the time taken for journeys. Changes to the timetable are anticipated.

Reports from Outside Meetings.

10070 – Rural Transport Conference – Cllr Davies had attended this meeting earlier in the day and gave brief details. He will issue notes subsequent to the meeting.

Reports from Residents Associations.

10071 – Widmer End – Cllr Guy reported that all the leaflets had been distributed in the ward. He informed members that the gas main is being updated over the next few months and therefore they will not be entering the best kept village competition for this year, as disturbance is likely.

Reports from Working Parties/Groups.

10072 - Website working party – Notes had been issued and a short discussion ensued. It was then **RESOLVED** to continue with the current webmaster service for a further year.

10073 - Strategy working party – Notes had been issued and the current plan updated. It was **AGREED** to hold a further brainstorming meeting before the summer break, to widen the ideas being brought forward for consideration. It was **AGREED** that people outside the Council can be asked to join this working party for the brainstorming meeting.

10074 - Risk Assessment working party – It was **RESOLVED** to adopt the current risk assessments for a further year.

Parish Strategy/Action Plan – Updates:

10075 - Design Statement – Cllr Ewart informed members that Rebecca Coy has made suggestions for some changes and she will be spending time with the Clerical Assistant to make the alterations. This was **NOTED**.

Update Report from Clerk.

10076 – The Clerk had provided a report for members of her workload and actions taken during the last month and this was **NOTED**. Cllr Guy asked why the allotments meeting had not yet been scheduled and the Clerk informed him that a Trustee had resigned and she was checking the process to be followed before continuing. Cllr Gould asked why the barrier at the recreation ground had been moved and she notified him that it had not allowed pushchairs to go through, so had been widened. Some discussion ensued and it was **AGREED** to bring this matter to the next Services Committee for further consideration.

11. **Reminder of Future Meetings.**

- a) WDALC – Tuesday 16th March 2010.
- b) Next NAG – Thursday 25th March 2010 at 7.30pm in the Parish offices.

12. **Payments.**

10077 Payments and monies received according to appendix A/1003 – attached to these minutes.

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

For the following items, the public and press were 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. The meeting was closed at 9.40pm.

The remaining members of the public left the meeting at this point at 9.40pm.

10078 – The Chairman reported on an item that had arisen, subsequent to the production of the agenda. She informed members that she would be taking advice as to how to best progress the matter and would bring further information to a subsequent meeting of the Council.

The Chairman then re-opened the meeting at 10.09pm.

14. **Date of the next meeting.**

The next meeting is scheduled for Tuesday 13th April 2010 commencing at 8pm.

There being no further business, the meeting was declared closed at 10.05pm.

Signed

Date

Appendix A/1003

Payments.

The following invoices had been received since the last meeting and were **RESOLVED**:-

a) HM Revenue & Customs – Tax and NI for February salaries	£	903.36
b) SR Farm Contract Services – Garden of Rest/grass cutting at Naphill/place signs	£	930.00
c) Toilets+ Ltd – hire of toilet facility at Garden of Rest	£	169.20
d) SDK Environmental Ltd – emptying of dog bins around Parish	£	411.72
e) C Gant – tree Maintenance and survey at Cockshoot & Little Burnham wood	£	975.25
f) S & S Garden Services Ltd – install gate and dog grid at Vincents pond	£	700.30
g) Playground Facilities Ltd – cushionfall at North Dean/repainting at Great Kingshill	£	1,968.71
h) Chiltern Woodlands Project – tree marking at Cockshoot & Little Burnham woods	£	105.00
i) A J Barnes & Son – rent for Cryers Hill allotment area	£	200.00
j) Mike Henson Presentations Ltd – annual maintenance contract for website	£	1,410.00
k) Viking Direct – paper and stationery	£	194.61
l) Jack of Glass – replace windowpane at office	£	93.89
m) Bucks County Council – climbing wall for youth	£	400.00
n) ABA (Construction) Ltd – quarterly playground inspections	£	156.86
o) Barlow Fencing – repair at Primrose hill and barrier at Great Kingshill	£	716.00

Cllr Rogers declared an interest in item (b) and took no part in the decision.

The following payments had been made since the last meeting and were **RESOLVED**:-

a) Salaries for February	£	2,501.96
b) British Telecom – telephone and broadband charges	£	70.47
c) Coombe Hill Monument Appeal - donation	£	250.00
d) Playground Facilities Ltd – part payment for work at Naphill play area	£	4,208.60
e) Molly Maid – office cleaning – 18/2/10	£	23.00
f) Clearview – window cleaning at office	£	15.00
g) Co-op – refreshments for meetings	£	15.99
h) Post Office Ltd – stamps	£	78.00

Monies Received:-

The following monies had been received since the last meeting and were **NOTED**:-

a) Burials – (3 plaques)	£	280.00
b) Hughenden Valley Football Club - rental for pitch at Great Kingshill	£	25.00
c) Widmer End Village Hall – repayment of loan	£	1,530.00
d) Great Kingshill Cricket Club – rental for pitch/pavilion/garage at Great Kingshill	£	10.00
e) Great Kingshill Residents Association – donation towards play equipment	£	606.92

Appendix B/1003

Details of planning responses to be attached to full Council minutes for March 2010

Planning Committee Meeting: 18th February 2010 – 5 applications were reviewed.

The following applications should be refused for the planning reasons set out below:-

VJB/10/05065/CLE – Valerie Bailey - 421548

Certificate of Lawfulness for the retention of a garage in breach of condition 03 of planning permission 95/06299/FUL which states that 'no other development shall take place until after the existing dwelling and garage has been demolished at Courns View House, Speen Road, North Dean.

The Parish Council objects to this application for a certificate of lawfulness and would ask that the original condition be enforced.

The Council has the following observations on these applications:-

AHC/10/05069/TPO – Alastair Cunningham - 421803

Reduce, thin out and remove dead wood x 4 groups and multi-stemmed ash trees by 25%. Fell 1 ash tree, reduce 1 hazel and prune broken branches at 1 The Old Orchard, Great Kingshill.

The Parish Council has no objection to this application provided the work is carried out under the direction of the WDC Tree Officer and that the applicant consults with the Parish Council regarding the boundary hedge.

VJB/10/05204/FUL – Valerie Bailey - 421548

Construction of part two storey, part single storey rear extension and associated external alterations at Lanreath, Cryers Hill Road, Cryers Hill.

The Parish Council has no objection to this application provided there is no intrusion on neighbours and the extension complies with Green Belt regulations.

The Council has no objections on the following applications:-

ECROTT/10/05144/ADV – Emma Crotty – 421538

Display of non-illuminated hoarding signage around development site at Former Royal Oak site, Missenden Road, Great Kingshill.

VJB/10/05211/REN – Valerie Bailey - 421548

Extension of time limit to pp 06/08037/FUL for the erection of a cart shed type car port at Bailiffs Cottage, Hunts Hill Lane, Naphill.

End.