

HUGHENDEN PARISH COUNCIL

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

UNCONFIRMED

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

There were three members of the public present.

2. **Apologies for Absence.** Cllr Andrew, Cllr Davies, Cllr Guy & Cllr Rogers.
Cllr McCarthy had sent apologies that he would be arriving late, due to another meeting.
3. **Declarations of Members' Interests in Items on the Agenda.**
None.
4. **Minutes of the previous monthly meeting held on Tuesday 13th October 2009.**
09297 – These were **RESOLVED** as a true record of that meeting and signed by the Chairman.
5. **Police/RAF Consultation.**
09298 – PC Lee Turnham was on holiday but it was **NOTED** that the next Hughenden NAG meeting will be 26th November 2009 at 7.30pm and will be held in the Parish offices. The Clerk was asked to clarify numbers with PC Turnham on his return, to ensure there would be enough room available.
6. **Matters Arising.**
There were no matters arising.
7. **Correspondence.**
09299 – 8360/09 - WDALC – Invitation to training event on Saturday 28/11/09 at 9.45am. It was **NOTED** that Cllr Ewart and Cllr Davies will be attending this training event.
09300 - 8364/09 - BCA – Invitation to Wheels to Work launch at Quainton on 27/11/09. The Clerk gave further information on this initiative and this was **NOTED**.
09301 - 8366/09 - BALC – Information on BRAG Conference, Plunkett Foundation Survey. This information was **NOTED**.
8. **Other Matters.**
09302 – Review of Public Meeting held on 2/11/09 at Great Kingshill School. Cllr Ewart gave information to members about the success of the public meeting, with more than forty people present. The talk, by WDC's Alistair Nicholson, on planning issues was very well received and PC Turnham had given details of the new NAG, which generated some support. It was **NOTED** that having two meetings per year was successful and agreed it was important to have a good speaker at each event.
9. **Public Speaking.**
As there was a member of the public wishing to speak, the Chairman closed the meeting at 8.15pm.
a) Mr Williams of Great Kingshill apologised for not being able to attend the public meeting, due to other commitments and asked whether, in future, such meetings could be held other than on the first Monday in a month, as many Residents Associations and/or village hall committees meet on that night. It was **NOTED** this will be taken into account in future, where possible but the Chairman reminded the meeting that the date had been influenced by the availability of the WDC Officer.
The Chairman then re-opened the meeting at 8.16pm.
10. **REPORTS:-**
Chairman.
09303 – The Chairman informed members that she had met with Cllr Gould, the Clerk and Clerical Assistant to discuss any changes to the youth play area at Great Kingshill. Slight amendments had been made and it was agreed that the current football post would be removed temporarily and re-sited when all the new equipment is in place. This was **NOTED**.

The Chairman stated that she, Cllr Rogers and the Clerk had attended a meeting with Hazlemere Parish Council representatives and the GAG Trust Chairman, which would be reported later in the meeting, under Confidential items.

Similarly, she had attended a meeting with English Rural Housing Association, along with Cllrs Gould and Smith and this would also be taken in Camera at the end of the meeting.

Cllr Ewart had attended the Chilterns Conservation Board Annual Forum, with Cllrs Smith and Konieczny, which had included an excellent presentation, showing how much work was done by only 9 officers. The afternoon session had included a report on the LEADER programme and it was **NOTED** that it may be a good idea for one of these officers to come and talk to the Council members, as there are grants available for community projects, such as rural buses.

County and/or District Councillors.

09304 – Cllr Pushman spoke about the LEADER programme, informing members that their grants are only for capital projects, not revenue. He is due to attend a function at the High Heavens recycling centre for household waste disposal and apologised for being unable to attend the public meeting. He mentioned the new finger posts in the area, which are being well received and gave information on the updating of the Social Care service. He reported that he had received many letters in the last few days on the danger of traffic on Coombe Lane, Hughenden Valley and pointed out that there will not be a change to the 30mph section, as this had already been reviewed and nothing was raised at that time. He confirmed that the changes in the speed limit on Cryers Hill Road will not now be completed until the 2010/2011 financial year.

Cllr McCarthy and Cllr Carroll arrived during this item at 8.29pm.

09305 – Cllr Carroll then spoke about the Pathfinder project and partnership working with County and Parish Councils. He stated the District Council is proud of the way it works with Parishes and intends to continue for many years.

Planning Committee.

09306 - Minutes of the Planning Committee meeting held on 29th October 2009 had been issued.

- a) An enquiry had been received from Exel Group requesting the Parish Council to 'adopt' three street lights that were due to be placed at the development on the Royal Oak site. The Clerk gave further information and it was then **RESOLVED** not to adopt the street lights, and request that they not be placed, as Great Kingshill is an unlit village.

There were no further comments and it was **RESOLVED** to accept the Planning Committee report. Application comments detailed in Appendix B/0911 with these minutes.

Finance & Administration Committee – Relevant minutes have been issued.

09307 - Minutes of the Finance & Administration Committee meeting held on 3rd November 2009 had been distributed. Cllr Konieczny referred to them and the following items were **NOTED**:-

- a) 09FA29 – Hughenden Valley Village Hall – request for grant for replacement boiler and associated building works. It was **RESOLVED** that a grant of £2,246 be made upon completion.
- b) 09FA30 – Hughenden Valley Village Hall – request for grant for replacement kitchen. It was **RESOLVED** 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. It was **RESOLVED** 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. It was **RESOLVED** that the NALC, percentage and holiday changes be implemented.

There were no further comments and it was **RESOLVED** to accept the Finance Committee report.

Services Committee - There has been no meeting since the last Council meeting.

Reports by Councillors serving as representatives on Outside Bodies. None.

Reports from Outside Meetings. None.

Reports from Residents Associations. None.

Reports from Working Parties/Groups. None.

Parish Strategy/Action Plan – Updates:

Rural Affordable Housing – This item will be taken in the absence of the public and press at the end of the meeting.

Parish Action Plan – Updates:

09308 – Design Statement – WDC had now responded with regard to the VDS draft submitted and all members had a copy of the letter. After some discussion it was **UNANIMOUSLY RESOLVED** that the document would be further adapted, in line with Rebecca Coy’s comments, and then published, without going for full adoption. Cllr Smith proposed a vote of thanks to the Chairman and other Naphill ward members for the huge amount of work they have put in with regard to this document, and this was **AGREED**

Update Report from Clerk.

09309 – The Clerk had provided a report for members of her workload and actions taken during the last month and this was **NOTED**. A document was issued to all members from the Clerk’s SLCC branch meeting on the code of conduct, for information.

The remaining members of the public left the meeting at this point at 8.56pm.

11. **Reminder of Future Meetings.**

- a) NWC Local Area Forum – Wednesday 25/11/09 at the Baptist Church in Princes Risborough.
- b) Member Standards & Code of Conduct Training at Missenden Abbey – 25th November 2009.

12. **Payments.**

09310 Payments and monies received according to appendix A/0911 – attached to these minutes.

13. **Confidential Items.**

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 10.01pm.

09311 – Report on meeting with GAG Chairman regarding land at Widmer fields. Cllr McCarthy declared an interest as he is a trustee of the GAG Trust. Cllr Ewart gave information to members on the meeting between the two Parish Councils and the GAG Chairman. Some discussion followed and it was **RESOLVED** that the Clerk write to Taylor Wimpey informing them that the Parish Council is happy for the GAG Trust to negotiate directly with them for the purchase of the land. It was **NOTED** that there will be a clause added to the final agreement that indicates, should the GAG Trust cease to exist, both Parish Councils would have first right of refusal in the event of the sale of the land by GAG at any point in the future. Cllr McCarthy abstained from this decision.

09312 - Update information on rural affordable housing. The Chairman gave information on a meeting held with ERHA and Jean Fox, from Bucks Community Action. Information on the proposed sites was considered and the order of preference was **RESOLVED**. After some further discussion it was **RESOLVED** that the Clerk responds to ERHA giving them the order of preference and asking them to proceed by examining the first three in particular, as a matter of urgency.

The Chairman then re-opened the meeting at 9.49pm.

14. **Urgent Matters by permission of the Chairman.** None.

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

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

There being no further business, the meeting was declared closed at 9.50pm.

Signed

Date

Appendix A/0911

Payments.

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

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	£ 331.20
f) C Gant – safety work at Hughenden and Templewood play areas & watering	£ 954.50
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
r) Spruced-Up Ltd – clearance work at Louches Lane allotments	£ 805.00

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

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

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

Appendix B/0911

Details of planning responses to be attached to full Council minutes for November 2009

Planning Committee Meeting: 29th October 2009 – 6 applications were reviewed.

The Council has the following observations on these applications:-

GMG/09/06854/FUL - Gemma Gearing - 421632

Erection of workshop/shed to rear of 2 Dene Cottages, Naphill Common, Naphill.

The Parish Council has no objection provided that the building and the noise associated with the woodworking hobby are not an intrusion on neighbours.

JREMMI/09/06883/CTREE - James Remmington - 421816

Various tree works as detailed on application form at Hughenden Manor, Manor Road, Hughenden Valley.

The Parish Council has no objection to this application provided the work is carried out under the direction of the Wycombe District Council Tree Officer.

GMG/09/06911/FUL - Gemma Gearing - 421632

Demolition of existing detached dwelling and erection of replacement detached dwelling at Pipers Patch, Pipers Lane, Great Kingshill.

The Parish Council has no objection to the new property providing it conforms to Green Belt and AONB regulations.

JREMMI/09/06935/CTREE - James Remmington - 421816

Fell 2 Scots Pine trees (P1 and P2) at Brands Lodge, Kingshill Road, Four Ashes.

The Parish Council has no objection to this application provided the work is carried out under the direction of the Wycombe District Council Tree Officer.

The following applications should be approved:-

GMG/09/06853/FUL - Gemma Gearing - 421632

Construction of single storey side extension, re-modelling of main house and renovation of staff accommodation at Bradenham Hill Farm, Bradenham Wood Lane, Bradenham.

AD/09/06891/FUL - Alexia Dodd - 421462

Application for proposed garage conversion to habitable room at 36 Columbine Road, Widmer End.

End.