

HUGHENDEN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 13th July 2010 in the Council Offices at 8pm

UNCONFIRMED

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

There were twenty one members of the public present.

The Chairman confirmed that she would be taking some items out of order, to assist the comfort of members of the public, enabling them to leave after their particular item of interest had been taken. (The minutes will follow in the order of the agenda.)

2. **Apologies for Absence.** Cllr Davies.
Cllr Andrew and Cllr McCarthy had sent apologies that they would be late.
3. **Declarations of Members' Interests in Items on the Agenda.**
10170 - Cllr Rogers declared an interest in an item in 'Payments'. Cllr Whitehouse declared an interest in the item on grants, with regard to the Naphill & Walters Ash Gazette and the Friends of Naphill Common donation request.
4. **Minutes of the previous monthly meeting held on Thursday 8th June 2010.**
10171 – The following amendments were tabled and **AGREED**:-
- Public Speaking - 9c – proposed changes - ... Mr Furness of Hughenden Valley spoke about the complaints procedure and observed that, when the Chairman was 'taking the flack' at the Parish Meeting, none of the other Councillors stood up in support.
 - Public Speaking – 9g – proposed changes – Mr Furness of Hughenden Valley spoke again about the vote of no confidence at the Parish Meeting and accepted the Chairman was correct in saying the vote has no validity in law. Mr Furness observed that when Parish Councils receive a vote of no confidence, usually there are resignations among its membership.
 - 10155 – Chairman's Report – proposed change - The Chairman continued by stating that the (Parish) meeting had been made unnecessarily unpleasant and her impression was that Mr Furness had suggested in public speaking that, as no Councillors 'rushed to her aid' they didn't support her. She wished to refute that suggestion and confirmed that she had received many affirmations of support from members and public alike. Several members then made it clear that the Chairman had their full support and then Cllr Rogers asked for a vote of confidence in the Chairman. This was seconded by Cllr Gould and carried by 12 votes. The Chairman thanked the members for their support.
The minutes were then **RESOLVED** as a true record of that meeting and signed by the Chairman.
5. **Police/RAF Consultation.**
10172 - PC Turnham informed the meeting that he is still suffering from the hand injury but is now able to get out of the office at times. He stated that there have been some issues with cars being burnt out at Prestwood Nature Reserve in recent weeks and a barrier is due to be placed, which will be kept locked after dusk, in order to try and prevent further problems. He confirmed the 3 NAG priorities of speeding, litter and parking outside schools and these are being considered. The Have Your Say meetings have not been very well attended so the Police are having an open evening on 11th August 2010 at the Hazlemere office between 6pm and 8.30pm. PC Turnham confirmed that there are 2 new PCSO's working at Hazlemere, one covering Loudwater and one available for extra cover in all 3 parishes.
6. **Matters Arising.**
10173 – 10141 – WDC – Request for new WDC Chairman to attend full Council meeting in September. This was **AGREED**.
10174 – 10155 – Cllr Konieczny considered that he had not had the opportunity to vote against the vote of confidence in the Chairman at the June meeting and wished it to be recorded that he would have done so. This was **NOTED**.

7. **Correspondence.**

- 10175** - 8646/10 - WDC – Application to divert footpath H92 at Widmer End. The Clerk gave information on this item and it was **NOTED**.
- 10176** – 8648/10 - WDC – Notification of new premises licence at Magnolia Sports & Social Club. This was **NOTED**.
- 10177** – 8650/10 - Planning Inspectorate – Notice of local inquiry re extinguishment of fp54 (part), at Pipers School, to be held on 7/12/10 at North Dean Village Hall. This was **NOTED**.
- 10178** - 8651/10 - WDC – Notification of permission to co-opt for vacancy in Widmer End. This was **NOTED** and it was **AGREED** that the Clerk would follow the usual procedures for advertising the vacancy.
- 10179** - 8654/10 - SAGE – request for renewal of annual cover for Sage payroll software of £111.63. This was **RESOLVED**.
- 10180** – 8561/10 - SLCC – Invitation to Clerk to attend national conference in Durham in October 2010. It was **AGREED** that the Clerk would not attend this conference this year.
- 10181** - 8563/10 - Great Kingshill Res Assn – notification of achievement in Best Kept Village competition. This was **NOTED** and it was **AGREED** that the Clerk would write and congratulate them, once the official notification has been received.
- 10182** - 8564/10 - Widmer End Res Assn – request for dog bin at Windmill Lane, Widmer End. There was a lengthy discussion on this item, where it was suggested that signs be placed in the relevant area warning of prosecution. It was then **RESOLVED** not to place a dog bin in this location. Cllr Guy declared an interest in this item and abstained from the decision.
- 10183** - 8568/10 - WDC – Further information on Community Stadium Project. The Clerk gave information on this item and it was **NOTED** that further consultation will take place in the autumn.
- 10184** – 8569/10 - WDC – Consultation on Policy Statement Review of Licensing Act 2003. The requirement for a consultation on the review was **NOTED**.
- 10185** - 8572/10 - BCC – Temporary footpath closure order for fp88 (Hughenden Manor) in August, while work is being carried out on the biomass boiler placement. This was **NOTED**.
- 10186** – 8575/10 – BCC – Consultation on solution to problem with signage at Piggotts Hill. The Clerk gave information on this issue and then it was **RESOLVED** that this Council would request BCC to replace the new 'finger pointing sign' with one which states 'Piggotts Hill Only'.

8. **Other Matters.**

- 10187** - Confirmation of the Council's principles on AONB/Green Belt land. Cllr Gould raised this item, as Chairman of Planning, stating that the Council had come under fire of late and he wished to confirm the Council's position on the green Belt and AONB, for the benefit of the public. This had been derived from the Chiltern Society's planning guidance and was **UNANIMOUSLY RESOLVED** as follows:-
- Hughenden Parish Council is committed to protecting the AONB and Green Belt. However, it recognises that there may be exceptional cases where a genuine need for rural affordable housing has to be met on greenfield sites, including small-scale incursions into the Green Belt and/or within the AONB. In such cases the Parish Council would seek to co-operate with Local Authorities to ensure that identified sites do not damage the environment, AONB or Green Belt, and to make sure that design and landscaping are appropriate to the setting.
- 10188** - 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. This was **UNANIMOUSLY RESOLVED**.
- 10189** - Consideration of payment of members allowances for computer usage and payment of Chairman's annual allowance. It was **UNANIMOUSLY RESOLVED** that the allowances of £40 for computer usage and £225 for the Chairman's allowance be paid.

9. **Public Speaking.**

As there were members of the public wishing to speak, the Chairman closed the meeting at 8.09pm. The Chairman explained the process and asked any speakers to clearly give their name and where they were from, for the record. She explained that, as this item was being taken early, if a parishioner arrived later in the meeting they may be able to speak at the regular time of 9.30pm.

- a) Mrs Hewitt of Hughenden Valley mentioned accounts at the annual parish meeting.
- b) Mr Morris of Widmer End criticised individual Councillors and staff and the Council in general.
- c) Mr Swain of Great Kingshill spoke about the Council's Green Belt/AONB policy and rural affordable housing in the Parish.

Cllr Ewart gave information about the mandate from the public, from the Parish Plan done in 2004, which stated that parishioners were in favour of some rural affordable housing within the Parish. She confirmed that a decision had been taken to do another survey to determine the need.

Cllr Ewart confirmed that, as the survey is very large, this will take some time to analyse and therefore this may not be completed until the new year. She agreed with Mr Swain that circumstances have changed since the original survey and there is still a long way to go, with a lot of factors to be taken into account.

d) Mr Furness of Hughenden Valley spoke about the changes to minutes and the Clerk's swift responses to queries as well as the Fol Act 2000 with regard to past processes.

The Chairman confirmed that accounts are presented to the Annual Parish Meeting to show how the Council has spent the precept, not for approval. This is done by the Council at its May meeting.

As no other members of the public wished to speak, the Chairman re-opened the meeting at 8.26pm.

10. **REPORTS:-**

Chairman.

10190 – The Chairman reported on the meetings she had attended on behalf of the Council over the last few weeks, including WDALC, Princes Risborough Civic Service, HVRA HS2 meeting, Local Area Forum, and WERA AGM, as well as Parents Day at Pipers School, which was very enjoyable.

County and/or District Councillors. The Chairman welcomed Cllrs Pushman and Gibbs.

10191 – Cllr Pushman (BCC/WDC) apologised for not having been able to attend the last 3 meetings due to other commitments. He then spoke about changes to the planning system with regard to backland development and building intensification. He confirmed the Chairman's comments about Parish Meetings and their history. He spoke about a footpath being created along Pipers Lane, Great Kingshill, from Missenden Road to Limmers Mead and is hopeful that this will be completed in the next two to three years. Cllr Pushman mentioned lots of activity on section 106 monies with regard to the Wellesbourne development and the fact that only one of the crossings at Widmer End has been approved. He continued by stating that he had been approached about the provision of a crossing at the bottom of Coombe Lane, Hughenden Valley and stated that there is unlikely to be any money available for this for some time and closed by informing members that the new nameplates for Walters Ash should be placed by the end of July.

10192 – Cllr John Gibbs (WDC) spoke about a positive relationship with the Parish Council. He had attended a meeting on Oakleaf Farm and the problems being experienced, which appears to be quietening down at present. He stated that WDC have had some difficulties with their computer systems, which have caused delays, but they appear to be getting them sorted now. He mentioned the HS2 meeting and the LAF meeting which had dealt with rural affordable housing as well as changes in planning regulations. He closed by reminding members that Battle of Britain Sunday is on 19th September 2010 and there would be celebrations in High Wycombe for this, to which everyone was welcome.

Planning Committee.

10193 - Minutes of the Planning Committee meetings held on 24th June 2010 had been issued.

a) Cllr Gould mentioned the 'WDC – Information on update to Delivery and Site Allocations Development Plan' and spoke about some of the changes which are due to be made. He then gave information to members and it was **RESOLVED** that the Clerk send in the response to WDC in the manner suggested.

There were no further queries and it was then **RESOLVED** to accept the Planning Committee report. Application comments detailed in Appendix B/1007 with these minutes.

Finance & Administration Committee.

10194 - Minutes of the Finance & Administration Committee meeting held on 6th July 2010 had been distributed. The following items were discussed:-

a) 10FA20 – Consideration of annual grants to local organisations. **RESOLVED:-** that the grants remain as in 2009, as follows:-

Great Kingshill Residents Association - for magazine	£ 385
Hughenden Valley Residents Association - for magazine	£ 385
Naphill & Walters Ash Gazette - for magazine	£ 385
Speen & North Dean News - for magazine	£ 385
Widmer End Residents Association - for magazine	£ 385
Great Kingshill Village Hall - for hall	£ 500
Hughenden Valley Village Hall - for hall and playing field	£ 840
Naphill Village Hall - for hall and playing field	£ 840
North Dean Village Hall - for hall and playing field	£ 840
Widmer End Village Hall - for hall and playing field	£ 840

Great Kingshill Cricket Club – for ground maintenance	£ 785
Hughenden Valley Boys Football Club – for ground maintenance	£ 685
Widmer End United Junior Football Club – for ground maintenance	£ 685

Cllr Whitehouse declared an interest in this item and took no part in the decision.

- b) 10FA23 – Request for donation from Friends of Naphill Common for equipment for path clearance and associated safety equipment. **RESOLVED:-** that a donation of £100 be made.
Cllr Whitehouse and Cllr Ewart declared an interest in this item and took no part in the decision.
- c) 10FA25 – Chiltern Society - Request for annual subscription. **RESOLVED:-** that the annual subscription of £25 be paid.
- d) 10FA26 – Consideration of purchase of replacement telephones for office. **RESOLVED:-** that two replacement telephones with an answer machine be purchased, at a cost of no more than £80 net.
- e) 10FA27 – Consideration of use and/or publication of personal email addresses. **RESOLVED:-** that personal email addresses would not be made public by the Clerk or Clerical Assistant and that the 'blind copy' function would continue to be used. It was **AGREED** that the Clerk would investigate the possible use of Parish Council email addresses for the next F&A meeting.
- f) 10FA29 – Consideration of the process followed for minuting of meetings, with particular regard to public speaking items. **RECOMMENDATION:-** that public speaking items be kept to a record of the person speaking, the subject matter raised and their opinion, if stated.
- g) 10FA30 – Consideration of the updated draft of housing needs survey questions – this item will be taken under 'Strategy/Action Plan updates'.

Cllr Smith commented that she was sorry the Committee had not supported the Air Ambulance and Cllr Gould clarified the position regarding organisations outside the Parish and stated that individuals were, of course, able to make their own contributions.

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

Services Committee.

10195 - Minutes of the Services Committee meeting held on 22nd June 2010 had been distributed.

The following items were discussed:-

- a) 10S21 – Consideration of costs of refurbishment of seats. The Clerk had obtained further quotes for this work and it was **RESOLVED** that Mr Leach be employed to carry out this work.
Cllr Rogers declared an interest in this item and left the meeting for the discussion and decision.
- b) 10S24 – Clerk's attendance at burials. **RESOLVED:-** that, as the Clerk's attendance is not a legal requirement, that she uses her discretion about when to attend, either for large numbers of mourners or when the attending funeral director is not from this area.
- c) 10S27 – Consideration of placement of football goalpost on recreation ground at Great Kingshill. **RESOLVED:-** that the goalpost be placed only during October to March each year. It was **NOTED** that the goal net needs to be replaced and it had been **AGREED** to ask the Residents Association to cover the cost of this so that the goalpost can be placed. The Clerk provided quotations for grass matting in the goal mouth area and it was **RESOLVED** that Playground Facilities be employed to carry out this work.
- d) 10S37 – Consideration of refurbishment of bus shelters. **RESOLVED:-** that the safety items be addressed at a total cost of approximately £525.00.
- e) 10S38 – Consideration of placement of notice board at Widmer End – near to the Guide Hut on North Road. **RECOMMENATION:-** that a wooden notice board be placed at a cost of no more than £500. It was **RESOLVED** not to approve the purchase of this notice board.
- f) 10S40 – Consideration of continuing with maintenance of footpaths, as BCC funding withdrawn. **RESOLVED:-** that the footpath maintenance be continued for the year with the cost (approximately £2200 per year) to be paid out of the Parish Council precept.

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

Reports by Councillors serving as representatives on Outside Bodies.

10196 – Naphill Village Hall Council – Cllr Ewart informed members that the fete had raised around £7,500 on the day. This had been very well attended, due, in some part, to the great weather.

10197 – Pipers School – Cllr Gould reported he had attended the Parents Day at Pipers School and it had been a very well run and enjoyable occasion.

Reports from Outside Meetings.

10198 – NWCLAF – Cllr Ewart had attended this meeting with Cllr Rogers at which it was reported the consultation on HS2 has been put back at least another six months, until early 2011, maybe longer. There had been a presentation on rural affordable housing with contributions from other parishes where schemes had been achieved.

BCC are keen for Social Care officers to attend and bring their information to as many people as possible. If anyone has any meeting they think would be useful, they were asked to let the Clerk know so she could pass on the information. It was noted that an official request to comment on local priorities would be issued in the near future.

10199 – WDALC – The minutes had been issued and distributed and Cllr Jarman reported that a Mrs Hussey of Community Impact Bucks had done a lot of work on local transport.

Reports from Residents Associations.

10200 – Great Kingshill – Cllr Jarman reported that there had been good attendance at the recent Beer Fest and although there wasn't a lot of money raised, it had been a great social occasion.

10201 – Widmer End – Cllr Guy thanked Cllr Ewart for speaking at the AGM and thanked the Clerk for attending. It was noted that they now have a new volunteer to edit their newsletter.

Reports from Working Parties/Groups. None.

Parish Strategy/Action Plan – Updates:

10202 - Design Statement – This work is still ongoing.

10203 – Rural Affordable Housing –

- i) To consider survey/questionnaire to be issued in September (further draft provided). The Chairman informed members that further information from CIB had been received since the agenda had been issued and therefore the draft as distributed was no longer appropriate. It was then **RESOLVED** that a working party of the whole Council would be held on Tuesday 20th July at 7.30pm for further consideration.
- ii) **RESOLVED** - that no further correspondence or discussion of any kind be entered into by the Parish Council on any aspect of past processes for rural affordable housing, save for legitimate requests for information under the Freedom of Information Act 2000.
- c) Consideration of quotations for internal and external decoration at Garden of Rest building and for internal decoration of office building. It was **RESOLVED** that Mr Gibbons be employed to carry out the decoration work at the Garden of Rest building and the Council office.

It was **AGREED** to suspend standing orders during this item, to allow the meeting to continue after the 10.30pm deadline, so that the business of the meeting could be concluded.

Cllrs Whitehouse and Konieczny left the meeting during this item at 10.30pm.

Update Report from Clerk.

10204 – The Clerk had provided a report for members of her workload and actions taken during the last month and this was **NOTED**. The Clerk had asked for any changes to the APM minutes to be submitted, so that these could be placed on the HPC website. Cllr Smith then asked for a couple of changes and these were noted.

Cllr Jarman asked about the Strategy working party and it was **NOTED** that this would now take place before the September Council meeting.

11. Reminder of Future Meetings.

a) Next NAG – Thursday 22nd July 2010 at 7.30pm in the Parish offices.

12. Payments.

10205 Payments and monies received according to appendix A/1007 – 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.

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

15. Date of the next meeting.

The next meeting is scheduled for Tuesday 14th September 2010 commencing at 8pm.

There being no further business, the meeting was declared closed at 10.40pm.

Signed

Date

Appendix A/1007

Payments.

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

a) HM Revenue & Customs – Tax and NI for June salaries	£ 903.56
b) SR Farm Contract Services – Garden of Rest/general maintenance/footpaths	£ 3,380.00
c) Toilets+ Ltd – hire of toilet facility at Garden of Rest	£ 169.20
d) SDK Environmental Ltd – dog waste collection	£ 384.51
e) Agripower Ltd – grass cutting as per contract (April to June)	£ 6,638.75
f) D Barlow Fencing – place safety fencing at Great Kingshill play area	£ 129.25
g) Playground Facilities – cushionfall at Great Kingshill play area	£ 1,111.40
h) A M Davies & Son – equipment storage	£ 250.00
i) Wycombe District Council – annual play inspections and refuse collection	£ 560.96
j) Spruced-Up Ltd – clearance work at Harrow and Spring Rising ditches	£ 158.63
k) Chubb Fire Ltd – service/repair of emergency lights in office	£ 159.68
l) Swift Digital Services – copy charge for copier/printer	£ 74.30
m) ABA (Construction) Ltd - quarterly playground inspections	£ 156.86
n) Mr G R Weir – carry out internal audit for 2009/10 accounts	£ 59.80
o) British Gas – gas supply for office	£ 237.79
p) Staples – stationery	£ 124.27
q) Southern Electric Contracting – rechargeable repairs to street lighting	£ 104.21
r) Southern Electric – energy for street lights and garden of rest	£ 754.44
s) Buildbase Ltd – parts for tap repair for Primrose Hill allotments	£ 25.55
t) RBS Software Solutions – on-site training on accounts package	£ 529.92

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 June	£ 2,501.76
b) British Telecom – telephone and broadband charges	£ 76.78
c) Molly Maid – office cleaning – 10/6/10; 24/6/10 and 9/7/10	£ 69.00

Monies Received:-

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

a) Burials – (1 full/4 ashes)	£ 1,790.00
b) Mr Kent – grazing for Hatches Lane field (10/11)	£ 250.00
c) Mr Kent – part payment towards fencing at Hatches Lane field	£ 888.33
d) A M Davies & Son – part payment towards fencing at Hatches Lane field	£ 888.33
e) Scottish & Southern Energy – wayleave rent	£ 7.10
f) HSBC – bank interest	£ 5.26

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

Planning Committee Meeting: 24th June 2010 – 11 applications were reviewed

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

VJB/10/06102/FUL – Valerie Bailey – 421548

Construction of raised ridge height, extended roof & alterations & insertion of 2 x front dormers in connection with extended 1st floor accommodation to existing bungalow at Mariern, Cryers Hill Road, Cryers Hill.

The Parish Council objects to this application as this, together with a previous extension, would exceed the 50% rule in Green Belt. It is inappropriate development in the Green Belt and AONB, an intrusion on neighbours and would have an adverse effect on the street scene.

VJB/10/06135/FUL – Valerie Bailey – 421632

Application of raising of roof, insertion of 6 dormer windows, roof extensions and alterations in connection with creation of first floor living accommodation, construction of side and rear extensions, new front porch and associated external and internal alterations at 35 Vincents Way, Naphill.

The Parish Council strongly objects to this application. It would constitute overdevelopment of the site, be out of keeping with neighbouring properties and too dominant on the street scene. Other altered properties in Vincents Way have retained their original roof height. The windows on the rear elevation would be an intrusion on neighbours. The garage & proposed new access across Highways land is unacceptable, as there would be access from two roads (Vincents Way and Downley Road). The Downley Road access would be between two mature trees with TPO's. If minded to approve, the Parish Council would ask that this application be considered by the Planning Committee.

AD/10/06159/CONCC – Alexia Dodd – 421462

Consultation for new processing plant and building extension to existing skip waste transfer and recycling facility and installation of wood burner at Unit 53 Binders Industrial Estate, Cryers Hill Road, Cryers Hill.

The Parish Council has no objection to the new plant and building extension, but strongly objects to the proposed increase in traffic movements on the A4128 close to Great Kingshill Primary School and the safety of the walk to school routes. It was **AGREED** that this objection would be re-submitted to BCC.

The Council has the following observations on these applications:-

JREMMI/10/06171/CTREE – James Remington – 421816

Fell 1 Field Maple (T1), 1 Horse Chestnut (T2) and 1 Larch (T3) at Hughenden Manor, Hughenden Valley.

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

PECS/10/06218/TPO – Phil Simpkin – 421829

Reduce and shape two trees by 15%, to prevent limb failure on overweight limbs at Hoppers Farm, Cockpit Road, Great Kingshill.

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

The Council has no observations on the following applications:-

AD/10/06182/FUL – Alexia Dodd – 421462

Application to replace existing garage/changing rooms with larger garage with changing and a studio/storage above at Cheppings, Hampden Road, Hughenden Valley.

GMG/10/06189/FUL – Gemma Gearing – 421632

Construction of replacement carport to side and canopy roof to side and rear (retrospective) at Albany, Stonefield Road, Naphill.

The Council has no objections on the following applications:-

AD/10/05940/FUL – Alexia Dodd – 421462

Construction of retaining wall and steps (part retrospective) at Greenacres, Cryers Hill Road, Cryers Hill.

GMG/10/06107/FUL – Gemma Gearing – 421632

Demolition of existing dwelling and erection of replacement 4 bed dwelling (alternative to pp 09/07378/FUL to include a cellar and 5 x roof lights to the rear) at Pipers Patch, Pipers Lane, Great Kingshill.

VJB/10/06155/FUL – Valerie Bailey – 421548

Construction of single storey rear extension at 21 Primrose Green, Widmer End.

AD/10/06165/FUL – Alexia Dodd – 421462

Erection of single storey, side extension to garage at 3 Coombe Gardens, Hughenden Valley.

End.