

HUGHENDEN PARISH COUNCIL

Minutes of the Meeting of HUGHENDEN PARISH COUNCIL held on
Tuesday 10th April 2007 in the Council Offices at 8pm

UNCONFIRMED

1. **Present:-**
- | | |
|---------------------------|-------------------|
| Cllr M E Ewart (Chairman) | Cllr J N Harris |
| Cllr I N Bond | Cllr D G Jarman |
| Cllr T W Dean | Cllr L O'Malley |
| Cllr D L Davies | Cllr J E Rogers |
| Cllr R F Gould | Clerk: L M Turner |
| Cllr I N Guy | |

There were six members of the public present.

2. **Apologies for Absence:-** Cllrs Morley, Andrew, McCarthy, McGee and Piercy.
Cllr Pushman (District and County Councillor) also sent his apologies for non-attendance.

3. **Declarations of Interest in Items on the Agenda.**
07109 – Cllr Rogers declared an interest in the item on land management in the Services report.

Cllr Ewart opened the meeting and allowed Mr John Gibbs of Naphill to introduce himself to the members as a candidate for District Council in the forthcoming election.
Cllr Ewart also stated that she would take part of the Public Speaking straight after the Police report, as a member of the public wished to speak on a subject which needed Police input. There would be an opportunity for further Public Speaking at the normal juncture during the meeting, if required.

4. **Minutes & Confidential Minute of the previous meeting held on Tuesday 13th March 2007.**
07110 – These minutes were **RESOLVED** as a true record of that meeting and duly signed by the Chairman.

5. **Police/RAF Consultation.**
07111 – PC Lee Turnham informed members that he now has only four more cars to be checked in connection with the damage to the Parish Office, but is losing hope of finding the culprit. Cllr Ewart stated that the members appreciate the effort he has made on this matter. PC Turnham then handed over to PC Bogart, who covers the Widmer End part of the parish, he informed members of a system that is being started in Hazlemere, whereby a voice-activated alarm system telephones his mobile so that he can monitor the situation near to the Cedar Barn. He explained how the system works and gave information on its extent and costs.

Cllr Ewart then suspended the meeting at 8.10pm to allow members of the public to speak about the situation at Great Kingshill, with anti-social behaviour, particularly in the vicinity of the children's play area on the recreation ground. Mr & Mrs Stewart spoke for themselves and some of their immediate neighbours about the problems being experienced over the last few years.

PC Turnham then informed Mr & Mrs Stewart that they are very close to finding the core of the group that is being a particular problem and they will continue to be vigilant in disbanding the group, using tactics that have been very successful in other areas. He informed the meeting that there are new numbers for the Hazlemere Office – HW 736771 for the PCSO; HW 736773 for Lee Turnham and HW 736775 for Sgt Beard.

Cllr Ewart thanked Mr & Mrs Stewart for their information and reminded them that the play area will be discussed in detail at the end of the meeting. She also thanked the Police for their input and then re-opened the meeting at 8.30pm.

6. **Matters Arising.**
07112 – 07082 – SE England Regional Housing Board – Consultation on revision of housing strategy. Cllr O'Malley spoke on this matter and particularly mentioned how the urban area is served and how the rural area is sidelined in many ways. After some further discussion it was **RESOLVED** that Cllr O'Malley and the Clerk would respond with a letter and the questionnaire.
07113 – 07070 – Update on CCTV provision. The Clerk gave information to members from a local firm, recommended by the Police. After a short discussion it was **AGREED** that a working party consisting of Cllrs Gould, Davies and Rogers with the Clerk would consider the information and bring back to a subsequent meeting.

07114 – 07079 – Update on land at Templewood. Cllr Ewart reported that she and Cllr Davies had attended a meeting with the solicitors earlier in the day and the papers were now all signed by the Parish Council, all restrictions having been removed. She stated that it could be some time before the land is officially handed over, as there are several parties to sign, although it was agreed that the Clerk would chase Beeks in a couple of weeks.

07115 – 07100 – Update on repairs to office building after impact damage. The Clerk informed members that the insurance company had now agreed the builders to be used for the repair and they will be starting work on the day after the May Council meeting, as this gives the longest space of time with only Planning meetings to be scheduled. This was **NOTED**. It was also **AGREED** that the Clerk should obtain information on cast iron 'bollards' to be placed in a line alongside the path on the car park side of the office, in order to help prevent further damage of a similar nature and bring the information to the Finance meeting, if available.

7. **Correspondence.**

07116 - 7159/07 - BCC – Information on 'gates' to be placed in Hughenden Valley. The Clerk gave information to members on the gates that are being erected under the Tranquil project, although only gates in Hughenden Valley have been allocated at present. The Clerk reported that she is continuing to chase the BCC Officers to find out what is happening to the remainder of the gates that have been agreed and this was **NOTED**. It was **AGREED** that the Clerk ask for this issue to be placed on the agenda for the GC2C meeting on 12th April and the Local Area Committee on 19th April, for consideration.

07117 - 7161/07 - Thames Valley Police – Posters and Information on Community Policing Awards. Information on these awards was **NOTED** and it was **UNANIMOUSLY RESOLVED** that Lee Turnham be proposed from the Parish Council for his continuing commitment to the Parish.

07118 - 7166/07 - BCC – Update on land for footpath at Four Ashes Road at Cryers Hill. The Clerk gave information to members that the extension to the footpath on Four Ashes Road will be considered at the Local Area Committee on 19th April 2007 and this was **NOTED**.

07119 - 7175/07 - Geoff Pegg – Enquiry as to Council's views on Neighbourhood Watch signs etc. After some discussion it was **RESOLVED** to write to Mr Pegg to state that the Parish Council had no objections to the use of these signs as long as they were not intrusive.

07120 - 7177/07 - BCC – Information on updated Transport Area Action Plans. This was **NOTED**.

07121 - 7182/07 - SDK Environmental Ltd – Notice of increase in fees and enquiry as to continuance of contract for dog waste removal for coming year. This was **NOTED** and it was **AGREED** that this service be continued.

07122 - 7185/07 - BALC – Information on Best Kept Village and Village of the Year Competition. It was **AGREED** that the Clerk would send the papers to the Residents Associations and North Dean Village Hall for consideration.

07123 – 7188/07 - BCC – Wycombe Local Area Committee – agenda for meeting on 19/4/07. Cllr Davies gave information on the items for discussion regarding this Parish and this was **NOTED**.

07124 – 7189/07 - Scouts - Invitation to Chairman and guest to St George's Day Service on 22/4/07. No-one was available to attend this service and it was **AGREED** that the Clerk would send apologies.

8. **Public Speaking.**

There were no members of the public wishing to speak, so the meeting continued.

9. **REPORTS:-**

Chairman.

07125 – The Chairman had nothing to report but the Clerk reported that there would not be a Parish Council election this year as there were not enough candidates for the available seats. There will still be three vacancies in the Naphill & Walters Ash ward and two in the Hughenden Valley ward and anyone who is interested is asked to inform the Clerk of the Council. The Clerk reported that she will be confirming the process for co-option, which differs slightly from a casual vacancy.

Reports from County and/or District Councillors.

07126 – Cllr Carroll informed members that there are six candidates for the three District Council seats within the Parish and therefore there will be an election for the District. He then spoke about the anti-social behaviour problems that are happening in Great Kingshill and was happy to confirm that BCC had agreed to place the bollards at the corner of Hatches Lane and the resident is pleased that this matter has now been resolved. He finished by thanking everyone for their support over the last four years.

All members of the public had now left the meeting at 9.10pm.

Planning Committee.

07127 - Minutes of the Planning Committee meeting held on 29th March 2007 had been distributed and the following were **NOTED**:-

- a) Cllr O'Malley thanked Cllr Harris for acting as deputy for the Naphill & Walters Ash ward.
- b) Cllr Ewart expressed her delight that WDC had refused permission for the strip of land to be added to residential land at 232 Main Road, Naphill.

The acceptance of the report of the Planning Committee was then **RESOLVED**.

Application comments detailed in Appendix A/0704 with these minutes.

Services Committee.

07128 - Minutes of the Services Committee meeting held on 27th March 2007 had been distributed. Cllr Davies referred to them and the following items were **NOTED**:-

- a) 07S02 – Tarmac or road at Garden of Rest. After some discussion, it was **UNANIMOUSLY RESOLVED** that this work, including the extra work, be carried out as soon as possible.
- b) 07S03 - Fountain Forestry – Instruction required on squirrel hoppers in Cockshoot Wood. It was **RESOLVED** that this service continue for the coming season.
- c) 07S04 - Request to consider having micro-allotments within the Parish. After a short discussion it was **RESOLVED** that allotments, split into 5 yard (1/4 chain) parcels, be offered at Hughenden Valley and Primrose Hill, if requested.
- d) 07S06 – Report on suggestions for play facilities at Templewood, Walters Ash. The Clerk reported that the WDC Officer had seen the proposals and had agreed with both options. He suggested that we ensure there is a wider gate, for maintenance vehicles. Also to ensure that we get a RoSPA safety inspection prior to having the equipment handed over to the Parish Council. After some further discussion it was **UNANIMOUSLY RESOLVED** to proceed with the company, Playground Facilities. Cllr Davies asked for thanks to be recorded to Cllr Ewart and to the Clerical Assistant, Emma, for all their hard work on this matter. It had been **RESOLVED** that the wooden play equipment in all play areas be painted with a suitable preservative before the end of April, under normal maintenance.
- e) 07S07 – Consideration of work required to fencing already approved at North Dean play area. Cllr Davies gave information on this work, which had been scheduled to be done by the Warden and which is still outstanding. One quote was available and it was **AGREED** that the Clerk would get 2 further quotes for post and rail fencing and remove existing and bring the information to the next available Council meeting.
- f) 07S08 – Consideration of land management work to be addressed over the spring period and future long term management of Council's land assets. After a lengthy discussion it was **UNANIMOUSLY RESOLVED** that a contractor be found to work 20 hours per week for approximately the next six months. The job specification and details of quotation were refined and agreed and the Clerk was asked to send this to known contractors and to contact Little & Great Missenden and Lacey Green Parish Clerks to see if they could help with suggestions for contractors. It was **FURTHER RESOLVED** that the Clerical Assistant be sent on a RoSPA Playground Safety Course and then to provide the playground safety inspections on a fortnightly basis. This is intended to be an addition to her contract.
- g) 07S11 – Consideration of information on sale of Widmer Fields. Further information was made available from the Clerk and Cllr McCarthy reported on a meeting of Hazlemere Parish Council, who had expressed a wish to pursue this matter jointly with Hughenden Parish Council. After some discussion it was **RESOLVED** that a working party, consisting of Cllrs Guy, Davies and Rogers with the Clerk meet with representatives of Hazlemere Parish Council to keep the dialogue open between the two Councils and the Clerk to continue to obtain all information for consideration from both Savill's and Wimpey' s.

For the following item, 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.

- h) 07S12 – Management meeting notes for the Burial Ground Assistant had been issued and these were commented on and **NOTED**. After a short discussion it was **AGREED** that any other comments could be made to the management team for further consideration.

The meeting was re-opened at 10.10pm.

The acceptance of the report of the Services Committee was then **UNANIMOUSLY RESOLVED**.

Finance & Administration Committee.

There had been no meeting since the last Council meeting.

Report by Councillors serving as representatives on Outside Bodies.

07129 – WDALC - Cllr Jarman reported that he had attended the meeting with Cllrs Davies, Dean and Rogers. He informed members that Cllr Davies is now the Chairman of the meeting and he presented Cllr Rogers with the Certificate of 25 years as a Parish Councillor. Cllr Jarman then continued by stating that there had been a presentation on ePlanning and the District Council is looking for Parish Councils willing to become involved in this updated scheme. It was **NOTED** that the Clerk is in discussion with the WDC Officer to continue this process.

Reports from Residents' Associations.

07130 – Widmer End Residents Association – Cllr Guy reported that WERA are also very enthusiastic about the possible purchase of Widmer fields.

Reports from Working Parties. None.**Report from Parish Action Plan.**

07131 - Design Statement – The Clerk had issued members with a copy of the information from Penelope Tollitt and this was discussed in some detail. It was then **RESOLVED** that the Clerk would arrange a meeting between Penelope and Cllrs Ewart, Dean, Jarman and Rogers as soon as possible, in order to see how to progress this matter. Cllr Ewart informed members that Rebecca Coy has been through the draft for Naphill & Walters Ash and has suggested some guidance against particular recent plans and will be making further suggestions for the draft on her return from holiday.

07132 – White Lion Meadow – Clerk to arrange a meeting as soon as possible.

Update Report from Clerk.

07133 - The Clerk gave information to members on her working hours and it was agreed that this should be reported to the Finance and Administration meeting, in future.

10. **Payments.**

07134 – The following invoices had been received since the last meeting and were **RESOLVED**:-

a) Inland Revenue – Tax and NI for March salaries plus Warden's holiday payment	£ 1,377.52
b) Staples – coloured paper/staples/boxes/dividers/tape/files	£ 128.91
c) Southern Electric – street lighting energy supply	£ 543.68
d) Southern Electric Contracting Ltd – street lighting maintenance and repairs	£ 708.52
e) British Gas – supply for office	£ 147.34
f) British Telecom – phone and broadband charges	£ 235.34
g) Swift Business Services Ltd – maintenance/copy charge for printer/copier	£ 67.90
h) Mike Henson Presentations Ltd – set up website and first year's updating	£ 2500.28
i) Hildreths Ltd – correction to last invoice – incorrectly marked	£ 1.41
j) Wright (Wycombe) Building Supplies – sharp sand for graves	£ 40.93
k) Toilets+ Ltd – toilet hire at Garden of Rest	£ 164.50
l) Mr D Carpenter – signwriting name on plaque on office building	£ 40.00
m) Wycombe District Council – annual rates for office building	£ 222.00
n) Wycombe District Council – annual rates for Garden of Rest	£ 216.09
o) Bucks Association of Local Councils – annual subscription	£ 843.64

07135 – The following payments had been made since the last meeting and were **RESOLVED**:-

a) Salaries for March	£15,134.65
b) Vodafone Ltd – Warden's mobile phone charges	£ 16.00
c) Mr J Turner – labour for moving boxes in connection with office clearance	£ 20.00
d) Petrol Express – fuel and fuel cans for burial ground	£ 14.83
e) Post Office Ltd – postage for recorded delivery	£ 1.04

11. **Monies Received.**

07136 - The following had been received since the last meeting and were **NOTED**:-

a) Burial fees – 2 ashes/3 plaques	£ 680.00
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12. **Other Matters.**

07137 - Mr Stewart – request to move or remove playground on recreation ground, Great Kingshill. Mr & Mrs Stewart had spoken earlier in the meeting to inform the members about the situation. There was a lengthy discussion and it was **RESOLVED** to get quotations for the fencing and carry this out as soon as possible. It was further **NOTED** that the Police have various plans which need to be allowed to work and this will be monitored and adapted as required.

07138 – National Trust – Information that this year is the 60th anniversary of Hughenden in the National Trust – '60 years in trust'. The Clerk gave information to members and it was **NOTED**.

07139 – Consideration of 'adoption' of notice-board at Valley Road, Hughenden Valley. The Clerk reported that she had now had confirmation that the board was donated to the village some years ago by TRADA, a local company, and was being administered by the Residents Association, who will allow the Council to use the board for notices, from time to time. It was therefore **AGREED** that no further action is required on this matter.

07140 – Consideration of change to Garden of Rest regulations, prohibiting flower/vase holder to be let into tablets in the ashes area. It was **AGREED** to refer this matter to the next Services Committee meeting for consideration.

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

Cllr Ewart then asked for the Council's thanks to be recorded to those Councillors who are not standing for re-election for the new term; Chris Morley, Jenny McGee, John Harris, Ian Bond and Matt Piercy. It was **AGREED** that they would be greatly missed and should be thanked for their valuable contribution over a number of years. Chris, who is currently Chairman and a previous Vice-Chairman, has been in office since October 1999; Jenny has done two periods on the Parish Council, the first from 1991 to 1998 and this second time, since September 2001; John has been in office since May 1999 and Ian and Matt have both been in office for only one term, since May 2003.

14. **Date of the next meeting.**
The next meeting will be the AGM, which is scheduled for Tuesday 8th May 2007 at 7.30pm followed by the monthly meeting at 8pm.

There being no further business, the meeting was declared closed at 10.30pm.

Signed

Date

Appendix A/0704

Details of planning responses to be attached to full Council minutes for April 2007

Planning Committee Meeting: 29th March 2007 - 10 applications were reviewed.

The Council has the following observations:-

DBL/07/05534/FUL - Daniel Ledger - 421516

Erection of two storey side extension at Highfields Cottage, Denner Hill Road, Denner Hill.

The Parish Council has no objection provided that this extension, together with previous extensions, does not exceed the 50% in Green Belt rule.

DBL/07/05568/FUL - Daniel Ledger - 421516

Erection of detached summerhouse/equipment storage shed in rear garden at Ravensmere, Cryers Hill Road, Cryers Hill.

The Parish Council has no objection provided this application does not contravene Green Belt rules.

DBL/07/05572/FUL - Daniel Ledger - 421516

Demolition of existing chalet bungalow and erection of 2 storey 4 bed dwelling with integral garage at Cherry Trees, Stag Lane, Great Kingshill.

The Parish Council has no objection provided that there is no intrusion on the neighbours 'Dalpha'.

DBL/07/05620/FUL - Daniel Ledger - 421516

Construction of detached triple garage at Linden Lea, Spurlands End Road, Great Kingshill.

The Parish Council has no objection to this application provided it does not contravene Green Belt rules.

The following applications should be approved:-

VJB/07/05467/FUL - Valerie Bailey - 421548

Construction of a single storey rear extension at 4 Coombe Gardens, Hughenden Valley.

AD/07/05485/FUL - Alexia Dodd - 421462

Construction of a rear extension and roof alteration and insertion of 2 x front and 1 x rear dormer in connection with loft conversion at 19 Vincents Way, Naphill.

AD/07/05473/FUL - Alexia Dodd - 421462

Erection of two shelters to the rear of public house at The Wheel, Main Road, Naphill.

AD/07/05474/FUL - Alexia Dodd - 421462

Construction of side porch at 11 Bayley Gardens, Naphill.

AD/07/05526/FUL - Alexia Dodd - 421462

Construction of a single storey front extension at 11 Lowlands Crescent, Great Kingshill.

AD/07/05577/FUL - Alexia Dodd - 421462

Construction of single storey side and rear extension at Flat 5, Perks Lane, Prestwood.

End.