

HUGHENDEN PARISH COUNCIL

Minutes of the Meeting of **HUGHENDEN PARISH COUNCIL** held on
Tuesday 8th January 2008 in the Council Offices at 8pm

UNCONFIRMED

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

There was 1 member of the public present.

2. **Apologies for Absence:-** Cllr Andrew & Cllr Smith.
3. **Declarations of Interest in Items on the Agenda.**
None.
4. **Minutes of the previous monthly meeting held on Tuesday 11th December 2007.**
08001 – These minutes were **RESOLVED** as a true record of that meeting and were duly signed by the Chairman.
5. **Police/RAF Consultation.**
There were no Police present at the meeting.
6. **Matters Arising.**
08002 - 07371 - Bucks Strategic Partnership – consultation: What Matters to Bucks? The members had all been issued with a copy of the booklet and after some discussion, it was **AGREED** that no further action was required, as the Council were in agreement with the proposals and had nothing further to add.
08003 - 07375 - DEFRA – Response to proposals for change to Quality Council Scheme criteria. All members had been issued with the relevant documentation and the issue was discussed in some detail. It was **RESOLVED** that the Clerk write to DEFRA, NALC and SLCC informing them that this Council supports changes to the criteria for Quality Status with regard to reducing the electoral mandate to two thirds for initial and subsequent registration, contributing to local newsletters rather than producing our own and also asking for clarification on whether funds would be made available to Parishes for the services it takes from District and County Councils. It was **AGREED** that the Clerk would prepare a draft and agree final details with the Chairman and Vice-Chairman.
7. **Correspondence.**
08004 - 7521/07 - BALC – Consultation on Rural Strategy Issues Paper. Cllr Davies reported on this matter and after some discussion on the particular issues it was **RESOLVED** that Cllr Rogers, Cllr Davies and the Clerk would respond in line with comments received.
08005 - 7522/07 - Chilterns Conservation Board – Consultation on Environmental Assessment. Cllr Davies gave a report on this matter and gave information to members. It was **RESOLVED** that the Clerk respond to the Conservation Board agreeing with the intended proposals.
08006 - 7525/07 - Great Kingshill School – request for donation for high visibility vests for children. As this had been previously agreed, it was **RESOLVED** to make this payment.
08007 - 7530/07 - BCC – Information on loan funding available for Parishes re renewable energy. This was **NOTED**.
08008 - 7531/07 - BCC – Invitation to Wycombe Transport Symposium on 29/2/08 at Adams Park. It was **AGREED** that Cllrs Jarman and Konieczny would attend this event.
08009 - 7533/07 - WDC Jerry Unsworth – information on forthcoming training events for Planning. This had been copied to all members and was **NOTED**.
08010 - 7535/07 - SLCC – Invitation to AGM & Training Conference on 28/2/08. As the Clerk will be starting her holiday on this day, it was **AGREED** that Emma Marsden would attend with Cllrs Davies and Konieczny.

08011 - 7539/07 - BCC – Funding request for feasibility study on Cockpit Road, Great Kingshill. The Clerk gave information to members on the cost of the feasibility study and there was some lengthy discussion. It was then **AGREED** that the Clerk would respond to BCC stating that the cost had been considerably increased and that the Parish Council had not agreed to bear this cost. The Residents Association would not be able to fund all of it and it had been agreed to wait for the outcome of the inquest into the death before going further with these proposals.

08012 - 7540/08 - Widmer End Residents Assn – query on Parish Council speaking at public inquiries. There was some discussion as to how the process works at present, with no Councillor speaking at Inquiries due to being unable to speak for the Council under cross examination. However, it was **AGREED** that each case would be considered by the Planning Committee members at the time.

08013 - 7544/08 - Big Lottery Fund – Confirmation of eligibility to apply for Playful Ideas grant. The Clerk informed members that the Council had been invited to submit further plans for consideration for a grant towards refurbishing the Naphill play area. This was **NOTED** and it was **AGREED** that the Clerk and Emma Marsden in particular, should be congratulated for their hard work on this issue.

8. **Public Speaking.**

There were no members of the public present.

9. **REPORTS:-
Chairman.**

08014 – The Chairman had nothing to report but Cllr McCarthy thanked the Chairman for the reception given prior to Christmas, which had been very enjoyable. This was **AGREED**.

Reports from County and/or District Councillors.

08015 - Cllr Pushman began by also thanking the Chairman for his reception, stating that it had been good to catch up with some 'old' friends. He continued by speaking about a forthcoming consultation on a 'New Deal for Buckinghamshire' from the County Council. Some of the information about working with Quality Councils would be included and he encouraged the members to consider the document carefully and respond.

Planning Committee.

08016 - Minutes of the Planning Committee meeting held on 20th December 2007 had been distributed and there were no comments to be made.

As there were no questions, it was **RESOLVED** to accept of the report of the Planning Committee. Application comments detailed in Appendix A/0801 with these minutes.

Services Committee.

08017 - Minutes of the Services Committee meeting held on 18th December 2007 had been distributed. Cllr Davies referred to them and the following were **NOTED**:-

- a) 07S60 – Consideration of removal/reduction of ash tree at corner boundary. After some discussion, it was **RESOLVED** that it be trimmed, removing any dead wood, during the winter period and when the remaining work has been completed on the right hand boundary, that this be replanted with hedging plants.
- b) 07S61 – Update on storage/toilet facility. The Clerk had given information on a rough estimate from a local builder on the costs for having a storage facility with a toilet within the building. After some discussion, it was **RESOLVED** that the Clerk obtain a design and build quote so that this can be considered in more detail.
- c) 07S62 – Refurbishment of the seats at the Garden of Rest. This had been discussed in some detail and it was acknowledged that the letter to the families would be carefully worded.
- d) 07S68 – Consideration of provision of youth shelters within the Parish. It had been **AGREED** that nothing should take place before the young people and youth workers had been consulted on their wishes. It was **RESOLVED** that the Youth working party should meet and consider this issue, to consist of Cllrs Davies, Jarman, Konieczny, Morris and Whitehouse, with the Clerk, the first meeting to be scheduled for January 2008. It was **AGREED** that the Youth working party should also consider the issue of the creation of a youth council. It was **NOTED** that the Clerk should contact NALC to enquire as to how youth councils work.
- e) 07S70 – Consideration of replacement trees at office car park. It was **RESOLVED** that a copper beech and mountain ash be purchased and placed.

- f) 07S71 – Consideration of providing notice board at Bryants Bottom. A request had been received from a local resident for a notice board for Bryants Bottom. This was discussed and it was **RESOLVED** that the resident be informed that boards are usually provided by the village itself and the Council would be prepared to contribute to the funding if one were agreed upon. Cllr Pushman stated he would be prepared to assist in the funding of this, if it should proceed.
- g) 07S72 – Consideration of barrier/bollards at entrance to office car park. The Clerk had given information to members of the problems with the current barrier and the request from the Police to place a barrier preventing use by the public late at night. There was some discussion about the problems and then it was **RESOLVED** that the Clerk investigate the possibility of repairing and refurbishing the current barrier or a similar replacement, which can be locked. It was then **RESOLVED** to accept the report of the Services Committee.

Finance & Administration Committee.

There had been no meeting since the last Council meeting.

Report by Councillors serving as representatives on Outside Bodies.

08018 – GC2C Risborough Cluster - Cllr Jarman reported that he and Cllrs Rogers and Davies had attended the recent meeting and this had been very productive with information on speed detectors, fly-tipping, involvement in schools and anti-social behaviour. The Technician for the area, Colin Price, was available and there was some discussion on highways priorities and village entry treatments as well as temporary speed indicating devices. The meetings scheduled for the rest of the year are:- 19th March, 18th June, 17th September and 17th December 2008.

Reports from Residents' Associations. None.

Reports from Working Parties. None.

Report from Parish Action Plan.

08019 - Design Statement – Cllr Ewart stated that the team are still working on the draft.

08020 - Rural Housing – The Clerk gave information on a further letter received from Alison Read, updating members on the current situation and this was **NOTED**. The Clerk gave information on an Information Day in Ellesborough on 15th January from 3pm to 8pm and this was **NOTED**.

Update Report from Clerk.

08020 - Report detailed in Appendix B/0802 with these minutes.

There were comments made regarding the bollards by the office building, the opening of the Templewood play area and the building of the replacement garage at the Great Kingshill recreation ground. The Clerk confirmed that nothing further had been done on the Charity Commission work and confirmed that her hours outstanding were at 12 at the end of the previous week, for which she was congratulated. Cllr Konieczny asked about the I-van project, mentioned in the report about the BCC meeting and the Clerk gave further information on this matter. Cllr Davies confirmed that the outstanding jobs around the Parish were being addressed in good time.

10. **Payments.**

08021 – The following invoices had been received since the last meeting and were **RESOLVED**:-

a) Inland Revenue – Tax and NI for December	£ 1,397.41
b) Swift Digital Services – quarterly copy charge for printer/copier	£ 66.84
c) Sign a Rama – allotment markers	£ 468.73
d) Ash Reid Design Ltd – quarterly play inspections	£ 117.50
e) M Blowing – bollards for office car park	£ 200.00
f) SDK Environmental Ltd – dog waste collection service	£ 270.44
g) Southern Electric Contracting Ltd – street lighting maintenance and repairs	£ 741.44
h) Kidde Fire Protection Services Ltd – service and repair to emergency lighting	£ 375.18
i) A J Barnes & Sons – rent for Cryers Hill allotments	£ 58.00
j) Bucks Community Action – renewal of annual membership	£ 20.00
k) Society of Local Council Clerks – renewal of annual membership	£ 182.00
l) Great Kingshill Residents Association – annual grant for magazine	£ 350.00
m) Hughenden Valley Residents Association – annual grant for magazine	£ 350.00
n) Naphill & Walter's Ash Gazette – annual grant for magazine	£ 350.00
o) Speen & North Dean News – annual grant for magazine	£ 350.00
p) Widmer End Residents Association – annual grant for magazine	£ 350.00

q) Great Kingshill Village Hall – annual grant for hall	£ 450.00
r) Hughenden Valley Village Hall – annual grant for hall and playing field	£ 780.00
s) Naphill Village Hall – annual grant for hall and playing field	£ 780.00
t) North Dean Village Hall – annual grant for hall and playing field	£ 780.00
u) Widmer End Village Hall – annual grant for hall and playing field	£ 780.00
v) Great Kingshill Cricket Club – annual grant	£ 725.00
w) Hughenden Valley Boys Football Club – annual grant	£ 625.00
x) Widmer End United Junior Football Club – annual grant	£ 625.00
y) Swift Digital Services – annual printer scanner maintenance	£ 111.63
z) Southern Electric – street lighting energy	£ 510.47
aa) British Gas – supply for office	£ 101.57
bb) Mike Henson Presentations – creation of news webpage	£ 41.13
cc) C Gant – tree work on Cryers Hill Road	£ 141.00

08022 – The following payments had been made since the last meeting and were **RESOLVED**:-

a) Salaries for December	£ 3,758.38
b) British Telecom – telephone and broadband charges	£ 71.29
c) Molly Maid – office cleaning – 15/11/07 & 29/11/07	£ 21.00
d) Mrs L Turner – mileage expenses for December	£ 25.66
e) Tesco – gifts for staff	£ 11.49
f) PC World – replacement keyboard/diaries	£ 29.98
g) Linda Jane’s Florist – gifts for staff	£ 65.00
h) Post Office Ltd – special delivery postage	£ 4.30
i) Mr J Rogers – remainder of Chairman’s allowance	£ 75.00
j) Post Office – stamps	£ 68.00

11. **Monies Received.**

08023 - The following monies had been received since the last meeting and were **NOTED**:-

a) Burial fees – 1 ashes/1 plaque	£ 290.00
b) Widmer End Village Hall – part repayment of loan	£ 1,691.45
c) Rural Payments Agency – stewardship grant	£ 537.10
d) Allotment rents	£ 70.00
e) Scottish & Southern Energy – wayleave rent	£ 2.00
f) HSBC – Bank Interest	£ 615.92

12. **Other Matters.**

08024 – Update on consideration of provision of lighting at Great Kingshill play area. The Clerk gave information to members of the responses to the letter to residents asking their opinion on whether lighting should be placed at the Great Kingshill play area to enhance the CCTV provision. This was discussed in some detail and, as the majority were against the provision of lighting, it was **RESOLVED** not to proceed with lighting in this area at this time. It was **RESOLVED** that the Clerk would obtain costs for moving the camera and placing sound recording equipment in this area for consideration. It was **FURTHER AGREED** that the Clerk ask WDC for the results of their environmental survey, which they wrote to the Parish Council about in November 2007.

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

08025 – The Chairman informed members that there had been a suggestion of a meeting with District & County Council members, to improve the working relationship and after a short discussion, it was **RESOLVED** that Cllrs Rogers, Ewart, Davies with the Clerk would meet with Councillors Pushman, Carroll and Gibbs as soon as possible.

08026 – The Clerk gave information to members on an open meeting at Hughenden Valley Village Hall to discuss the possibility of opening a village shop. The meeting is scheduled for Friday 18th January 2008 and Cllr Rogers and Cllr O’Malley hoped to attend.

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

The next meeting is scheduled for Tuesday 12th February 2007 at 8pm.

There being no further business, the meeting was declared closed at 10.15pm.

Signed

Date

Details of planning responses to be attached to full Council minutes for January 2008

Planning Committee Meeting: 20th December 2007 - 7 applications were reviewed.

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

AD/07/07897/FUL - Alexia Dodd - 421462

Demolition of existing sun room to rear, detached garage and existing sheds, raising of roof and erection of single storey side/rear extension and detached double garage to side at Greenacres, Cryers Hill Road, Cryers Hill.

The Parish Council objects to this application as the size and scale of the proposed extensions is out of keeping with the original dwelling and would be inappropriate in the Green Belt and AONB. The Parish Council strongly objects to the raising of the roof as this would have an adverse effect on neighbouring properties and the street scene.

ELH/07/07926/FUL - Emma Hatton - 421538

Construction of single storey detached garage/store in front garden at 1 Cherry Tree Close, Great Kingshill.

The Parish Council objects to this application as the siting of the garage and store in a prominent position at the roadside would have an unacceptable effect to the detriment of the character and appearance of the street scene.

AD/07/07975/FUL - Alexia Dodd - 421462

Demolition of front and rear single storey extensions and erection of two storey front and rear extension at Meadow Cottage, Speen Road, North Dean.

The Parish Council object to the balconies on the side elevation, which are out of keeping with the current property within the Green Belt, AONB and Conservation area.

The Parish Council have no objection to the extension provided this conforms to the 50% rule in Green Belt.

ELH/07/07988/FUL - Emma Hatton - 421538

Construction of single storey conservatory to rear at 137 Templewood, Walters Ash.

The Parish Council objects to this application as it is an intrusion on No. 136 Templewood.

The Council has the following observations on these applications:-

VJB/07/07914/FUL - Valerie Bailey - 421548

Erection of outbuilding for use as Chiropody/reflexology clinic (Class D1) with associated parking and use of existing residential access at Lyndongrove, Boss Lane, Hughenden Valley.

The Parish Council has no objection to the proposed replacement building. However, the Parish Council would strongly request that there is a condition be placed that the Class D1 use be restricted to the current applicant only.

The Council has no observations on the following applications:-

AD/07/07976/CAC - Alexia Dodd - 421462

Demolition of front and rear single storey extensions at Meadow Cottage, Speen Road, North Dean.

The following applications should be approved:-

ELH/07/07957/FUL - Emma Hatton - 421538

Construction of carport at Chiltern Cottage, 101 Main Road, Naphill.

End.

Clerk's Update Report for Full Council Meeting – 8th January 2008

As I have been pretty much 'off' for a couple of weeks since the December meeting, there is not so much to report as having been done.

I attended a meeting with County Council Officers in mid-December at Lane End. One or two of the speakers did not turn up, so this left the meeting a bit short, but the Clerks made up for this on a discussion about general Highways issues. The burning issue of the day was the number of accidents on Handy Cross roundabout and the A404 and M40 and how the Highways Agency deals with these, or not, in many people's opinion.

Local Area Technicians were discussed in general and most areas seemed to be well covered with the contact with Clerks being maintained satisfactorily. Bus service changes were discussed and the switching off of the street lights, which has now happened in several areas around the District.

Ian Reed spoke about the Service Excellence Events in Marlow and Princes Risborough and he thought these were progressing well. Frances Northrop from Bucks Community Action showed us an 'i-van', which is a van kitted out to provide computers and other technological equipment to enable groups to be able to access their service. This can be booked to go around the County and is used well by young people to do such things as make a video of their area and say what they like-dislike and what they would like the Council to provide. This is expensive though, at £200 per evening but they do work with youth workers and try to tie in with other functions.

With regard to work completed during the month, I have managed the following:-
Prepare payments for SLCC and Bucks Community Action and local organisations
Write to BCC re village entry treatments with comments from December meeting
Write to BCC with prioritisation for Local Area Committee Schemes
Write to David Frost regarding queries on service provision
Organise for the fixed IP address to be obtained regarding CCTV system
Prepare papers on the Quality Council scheme for Councillors to discuss at January meeting
Write to WDC requesting the precept for the Parish for 2008/09
Implement the changes to the staff salaries
Arrange for the annual maintenance for the copier/printer to be purchased
Arrange for the remaining work to be instigated at Templewood
Prepare and issue invitations for opening of playground at Templewood
Write to Ivor Beeks re performing the opening of the play area
Sent risk assessments to working party members for agreement (RG/AA/DD/JR)
Write to GKCC re use of garage for storage and then proceed with replacement
Continue to work with Cllr Davies to ensure outside contractors jobs still proceeding

Long term jobs still outstanding:-
Go through land ownership papers confirming legal status – re land registry
Charity Commission – work on papers to be sent regarding Allotments for the Labouring Poor
Arrange for commemorative plaque to be placed in front of new ash tree at Four Ashes Road

End.