

HUGHENDEN PARISH COUNCIL

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

UNCONFIRMED

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

There were two members of the public present.

2. **Apologies for Absence:-** Cllr Dean and Cllr McCarthy.
Cllr Andrew had sent apologies that she would be arriving late.
3. **Declarations of Interest in Items on the Agenda.**
07141 – Cllr Guy declared an interest in the item under Other Matters regarding Widmer fields.
4. **Minutes of the previous monthly meeting held on Tuesday 10th April 2007.**
07142 – It was **AGREED** to change minute 07128 – Services Committee – item c) to read:- ‘micro allotments, will be offered at Hughenden Valley and **Cryers Hill**, if requested.’ These minutes were then **RESOLVED** as a true record of that meeting and duly signed by the Chairman.
Cllr Andrew arrived at this point in the meeting at 8.03pm.
5. **Police/RAF Consultation.**
07143 – PC Lee Turnham informed members that he and PC Bogart have been working to reduce the problems with young people in the area. They are liaising with Stephanie Wareham, Leader of detached youth workers and they have requested that the Council allow them to erect a mobile climbing wall as part of their summer programme. After further information, this was **AGREED**. PC Turnham then spoke about the problems being experienced by residents close to the play area at Great Kingshill and will be setting up an open meeting after his holiday and will be inviting the residents as well as they young people themselves. This has been tried in other areas and has proved very successful. It was **NOTED** that the Residents Association are putting an article in the next newsletter, to provoke discussion and promote understanding.
6. **Matters Arising.**
There were no matters arising.
7. **Correspondence.**
07144 - 7201/07 - BCC – Information regarding closure of Valley Road, from High Wycombe to Cryers Hill roundabout, for maintenance to centreline road studs from 11th to 16th June between 19.30 and 6am. This was **NOTED**.
07145 - 7202/07 - BCC – Invite to meeting regarding street lights on Valley Road, Hughenden Valley. This was **NOTED** and it was **RESOLVED** that Cllr Rogers and Mrs Jenny McGee would attend on behalf of the Parish Council.
07146 - 7203/07 - WDC Rural Forum – Confirming date change for Farm Tour to 5/7/07. **NOTED**.
07147 - 7214/07 - BCC – Information on road closure on Copes Road, Great Kingshill, for carriageway patching from 31st May to 1st June 2007 (Inclusive). This was **NOTED**.
07148 - 7216/07 - BCC – Confirmation of works in Parish under Delegated Budget Scheme 2007/08. The Clerk confirmed that the following items were approved at the meeting held on 19/4/07:-
a) Footpath works from Appletree Cottage to Sladmore Farm – A4128, Great Kingshill;
b) Legal fees for extending footway to Garden of Rest on Four Ashes Road, Cryers Hill, and
c) Ongoing environmental works at Cockpit pond, Great Kingshill.
With regard to (a), Cllr Davies reported that he and the Clerk had met with the BCC Officer and Technician to discuss the parameters of the work on this site. BCC will cut back as much as they can and widen the footpath, where they can. The Clerk was asked to find out when this work would be done and, if it is not to be soon, it was **RESOLVED** that the hedge cutting contractor be instructed to cut back the hedge in this area. BCC also stated that they would raise the kerb in one or two places, which should help prevent ‘leaning’ into the road.
07149 - 7218/07 - David Lidington MP – Information on complaints on speed limit signs in rural lanes. The Clerk gave information on this item and it was **NOTED**.

07150 – 7223/07 - Standards Board for England – Information on new Code of Conduct for Parish Councillors. There was some discussion on this issue and the Clerk gave further information. As not all members had received their papers, it was **AGREED** that this would be brought to the June meeting for discussion.

07151 – 7226/07 - Zurich Municipal – Renewal notice for Local Council Policy and vehicle insurance. It was **AGREED** that the Clerk would write and complain about the lack of notice of this renewal paperwork and request information be sent during March next year. It was then **UNANIMOUSLY RESOLVED** that this insurance be continued for a further year.

07152 – 7227/07 - BCC – Minerals & Waste submission draft statement of community involvement. This was **NOTED**.

07153 – 7228/07 - BCC – Schedule of grass cutting within the Parish. IT was **AGREED** that this would be brought to the next Services Committee for discussion.

07154 - 7229/07 - Round Table – Request to use Four Ashes field for official parking for firework display. This was **RESOLVED**.

8. **Public Speaking.**

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

9. **REPORTS:-**

Chairman.

07155 – The Chairman spoke to the members about his wish that the Council will pull together again after recent difficulties and he is looking forward to some exciting developments within the local council sector in the new term.

Reports from County and/or District Councillors. None.

Planning Committee.

07156 - Minutes of the Planning Committee meeting held on 19th April 2007 had been distributed and the following were **NOTED**:-

- a) Cllr O'Malley informed members that the Clerk now always send the Council's comments/objections to the Planning Inspectorate on any appeal, as Cllr Pushman had informed the members that this was a more effective process.
- b) Cllr O'Malley stated that the Clerk had spoken to the WDC Officers about the new planning procedures and has registered the fact that Hughenden Parish Council is ready for the changes. It was **NOTED**, however, that WDC are not quite as far forward as they appeared to indicate to WDALC, so there will be some delay.

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

Application comments detailed in Appendix A/0705 with these minutes.

Services Committee.

There had been no meeting since the last Council meeting.

Finance & Administration Committee.

07157 - Minutes of the Finance & Administration Committee meeting held on 24th April 2007 had been distributed. Cllr Ewart referred to them and the following items were **NOTED**:-

- a) 07FA18 – The Clerk had presented the end of year accounts to be ready for audit and these had been discussed in some detail. It was then **UNANIMOUSLY RESOLVED** that the un-audited accounts be accepted and presented to the Annual Parish Meeting on 24th May 2007, to be held at Hughenden Valley Village Hall, at 8pm. It was **FURTHER AGREED** that Geoff Weir be appointed as Internal Auditor for 2006/07 accounts.
- b) 07FA19 – TVF – Costs for supply and maintenance of fire safety equipment. It was **NOTED** that a further quote for the updating and upgrading of the equipment had not yet been received. It was **RESOLVED** that the Clerk instruct the company with the lowest quote as soon as possible.
- c) 07FA20 – It was **RESOLVED** that Geoff Weir be appointed as internal auditor for 2006/07.
- d) 07FA22 – Risk Assessments. As these are nearly ready for adoption, it was **AGREED** that they would be sent to working party members for agreement.
- d) 07FA24 – Update on amended contracts for staff. It was **NOTED** that not all members had received all the documentation so it was **AGREED** that this item would be brought to the June meeting. It was **FURTHER AGREED** that Cllrs Ewart and Gould would meet with the Clerk prior to the June meeting for clarification. If Councillors have any comments to make, these should be made to the Clerk as soon as possible, prior to this meeting.

The acceptance of the report of the Finance & Administration Committee was then **RESOLVED**.

Report by Councillors serving as representatives on Outside Bodies.

07158 – WDALC - Cllr Davies reported that the WDC Chief Executive will be attending the next meeting on 19th June 2007. He further reported that there will be a training session on Standards/Finance/Planning on 27th June 2007.

07159 – Widmer End Village Hall - Cllr Andrew reported that a representative of their insurance company has inspected the play area at the village hall and this was **NOTED**.

Reports from Residents' Associations.

07160 – Widmer End Residents Association – Cllr Guy reported that they had had a long discussion about the Widmer fields and Terriers Farm areas. He stated that the AGM would be on June 20th 2007 at the Guide Hut and they would be inviting the Chairman and Clerk as well as the District & County Councillors.

07161 – Great Kingshill Residents Association – Cllr Jarman reported that they would be happy to donate some funds towards new play equipment for the Great Kingshill play area.

Reports from Working Parties.

None.

Report from Parish Action Plan.

07162 - Design Statement – The Clerk is still waiting for some dates for a meeting with Penelope Tollitt and she would progress this matter.

07163 – White Lion Meadow – The Clerk is waiting for feedback from the company with regard to a meeting.

Update Report from Clerk.

07164 - The Clerk had nothing particular to report that wasn't included in the rest of the meeting.

10. **Payments.**

07165 – The following invoices had been received since the last meeting and were **RESOLVED**:-

a) Inland Revenue – Tax and NI for April salaries	£ 881.53
b) Viking Direct – paper – white/pink/yellow / toilet rolls	£ 140.94
c) Southern Electric – electricity supply at Garden of Rest building & offices	£ 76.32
d) Hildreths Ltd – socket set/picture frame	£ 36.99
e) Wright (Wycombe) Building Supplies – roof felt and mails for bus shelter repairs	£ 94.50
f) Toilets+ Ltd – toilet hire at Garden of Rest	£ 164.50
g) SDK Environmental Ltd – dog bin waste collections	£ 258.59
h) Verdant Group plc – grass cutting as per contract	£ 1,463.65
i) Wycombe District Council – legal fees	£ 1,016.00

07166 – The following payments had been made since the last meeting and were **RESOLVED**:-

a) Salaries for April (including holiday payment)	£ 3,272.78
b) Vodafone Ltd – mobile phone charges	£ 16.00
c) Mr J Turner – labour for moving boxes in connection with office clearance	£ 20.00
d) Miss J Martin – mobile phone costs	£ 10.00
e) Esso – fuel for burial ground	£ 4.99
f) Wright (Wycombe) Building Supplies – tap for repair at North Dean allotments	£ 3.95
g) Post Office Ltd – postage stamps	£ 48.00
h) W & M Stevens – fuel & fuel cans for burial ground	£ 23.87
i) Public Works Loan Board – loan repayment	£ 1,807.50

It was **NOTED** that Cllr Rogers should be added to the bank mandate and Cllrs Morley and Cllr Harris should be removed.

11. **Monies Received.**

07167 - The following had been received since the last meeting and were **NOTED**:-

a) Burial fees – 2 plaques	£ 300.00
b) Allotments – rent and refund on water rates	£ 20.89
c) Great Kingshill Village Hall – first instalment of loan repayment	£ 771.03
d) HSBC – bank interest	£ 0.80

12. **Other Matters.**

07168 - Further discussion on implications for play areas within Parish, in particular, Great Kingshill and the proposed new playground at Templewood, Walters Ash. It was **AGREED** that the Clerk would continue to enquire as to whether planning permission should be sought for the Templewood site. A lengthy discussion ensued with regard to Great Kingshill and various issues mentioned. It was **RESOLVED** to chase for the quotations for the fencing and carry this out as soon as possible. It was further **NOTED** that the Police have identified various culprits and they are intending to have an open meeting with residents. The Clerk was asked to inform the Chairman of the Residents Association when the date is known and also to inform them of the measures being taken by the outreach workers in the area.

07169 – Consideration of next actions to be taken regarding land at Widmer fields. The Clerk confirmed to members that Wimpey’s have withdrawn the land from sale and it was **NOTED** that this may take some time to change. It was **AGREED** that Cllrs Rogers, Davies and Guy, with the Clerk, continue to meet with representatives of Hazlemere Parish Council and Grange Action Group, in order to keep lines of information flowing. It was **RESOLVED** not to have a valuation of the land done at this time.

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

07170 – 07128 - 07S08 – The Clerk informed members that no contractor had been found for part time work on service provision and it was therefore **AGREED** that the Clerk continue to use current contractors for the time being and monitor the ongoing situation.

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

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

Reminder:- The Annual Parish Meeting is scheduled for Thursday 24th May 2007 at 8pm at Hughenden Valley Village Hall.

There being no further business, the meeting was declared closed at 10.03pm.

Signed

Date

Appendix A/0705

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

Planning Committee Meeting: 19th April 2007 - 10 applications were reviewed.

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

DBL/07/05682/FUL – Daniel Ledger - 421516

Construction of detached outbuilding at Hillbrow, Coombe Lane, Naphill.

(Note incorrect description of application on WDC letter.)

Despite the retention of the hedge, the Parish Council objects to this application as it does not address the reasons for refusal on 06/05720/FUL. The proposed building would have a detrimental impact upon the visual amenity of the adjoining Green Belt as well as the special character and appearance of the AONB. This proposal is contrary to policies GB3 and L1.

MJD/07/05814/FUL – Martin Davies - 421520

Conversion of outbuilding to form 2-bed residential dwelling at Meadowcroft, Spurlands End Road, Great Kingshill.

The Parish Council strongly objects to this application as it would be inappropriate development in the Green Belt and AONB. It would also set a dangerous precedent for allowing backland development and change of use of buildings in the Green Belt and AONB. The Parish Council would like this important application to be considered by the Development Control Committee.

The Council has the following observations:-

VJB/07/05684/FUL – Valerie Bailey - 421548

Construction of conservatory to rear at Evergreen, Stocking Lane, Naphill.

The Parish Council has no objections to this application provided there is no intrusion on neighbours.

VJB/07/05757/FUL – Valerie Bailey - 421548

Construction of single storey side extension at Gable End, 41 Sunny Bank, Widmer End.

The Parish Council has no objection to this application. However, it would point out that the front dormer window shown on the drawing does not exist.

PECS/07/05773/TPO – Phil Simpkin - 421829

Reduce long lateral limbs on road and field side to shape and balance to 5 x willow trees (T1 – T5) at Church Farm, Valley Road, Hughenden Valley.

The Parish Council has no objection provided this work is carried out under the guidance of the WDC Tree Preservation Officer.

PECS/07/05819/TPO – Phil Simpkin - 421829

Crown lift to 2.5 metres from ground and remove dead wood to 1 lime tree (T1)> Crown lift to 2.5 metres from ground, remove dead wood and cut back by up to 2 metres from house to 1 lime tree (T2). Crown lift to 2.5 metres from ground, remove dead wood and root prune to remove any root which is potentially damaging to neighbours drive to 1 lime tree (T3) at Ambleside, Pursells Meadow, Naphill.

The Parish Council has no objection provided this work is carried out under the guidance of the WDC Tree Preservation Officer.

The following applications should be approved:-

SDN/07/05647/ADV – Steven Neal - 421538

Display of non-illuminated V sign board detailing residential development and name of developer at Land to rear of 132 to 135 Templewood, Walters Ash.

AD/07/05683/FUL - Alexia Dodd - 421462

Construction of single storey rear extensions, new canopy over front door and formation of new chimney to rear elevation at Heather Brae, Speen Road, North Dean.

VJB/07/05697/FUL – Valerie Bailey - 421548

Construction of single storey front extension incorporating new roof over existing flat roofed extension, single storey rear extension and new side porch with associated retaining walls and steps at 5 Candytuft Green, Widmer End.

VJB/07/05787/FUL – Valerie Bailey - 421548

Construction of part two storey, part single storey rear extension at Saddlestones, Louches Lane, Naphill.

End.