

HUGHENDEN PARISH COUNCIL

Minutes of the Meeting of **HUGHENDEN PARISH COUNCIL** held on
Tuesday 11th March 2008 in the Council Offices at 8pm

UNCONFIRMED

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

There were 2 members of the public present.

2. **Apologies for Absence:-** The Clerk was unable to attend due to illness.
3. **Declarations of Interest in Items on the Agenda.**
None.
4. **Minutes of the previous monthly meeting held on Tuesday 12th February 2008.**
08066 – These minutes were **RESOLVED** as a true record of that meeting and were duly signed by the Chairman.
5. **Police/RAF Consultation.**
Nothing to report
6. **Matters Arising.**
a) **08028**– Report from Cllr Ewart on Commission for Rural Communities Conference.
7. **Correspondence.**
08067 – 7588/08 – Institute of Local Council Management Certificate of Membership of ILCM for Clerk. The Chairman congratulated the Clerk on her achievement and this was **NOTED**
08068 – 7594/08 – NATS – Consultation – on proposed changes to airspace over the Chilterns area. Cllr Davies commented that the proposed changes did not affect our parish and Cllr Gould concurred. Cllr McCarthy advised that the proposed changes included private airfields such as Booker and it was expect that there would be significant increase in helicopter noise. After some discussion it was **RESOLVED** that a letter is sent to the Environmental Officer at WDC expressing the Council's concern on the increase of helicopter traffic.
08069 - 7596/08 - Charity Commission – Default notice on Annual Return Report. The Clerical Assistant advised that contact had been made to the Charity Commission and they were sending though the relevant documentation for the Council to complete. It was **AGREED** that the Clerical Assistant would report back once the documentation had arrived.
08070 - 7597/08 - BCC – Buckinghamshire Local Strategy – Consultation on a Partnership Approach. This document was to advise the Parish that the name GC2C had been changed and further consultation was required. It was **RESOLVED** that Chairman, Cllr Ewart and Cllr Davies would meet to determine the response from the Council.
08071 - 7604/08 - BCC– Buckinghamshire Minerals and Waste Core Strategy Development Plan Document. This document invited further consultation regarding the Mineral and Waste Strategy Development Plan. It was **RESOLVED** that Chairman, Cllr Ewart and Cllr Davies would meet to determine the response from the Council

8. **Public Speaking.**

As there was a member of the public wishing to speak, the Chairman closed the meeting at 8.15pm.

- a) Terry Williams of Great Kingshill supported the Council's response to the increase in helicopter traffic. He commented that there was a problem with the textiles recycling bin overflowing which resulted in excess recycling being left in the car park and wanted to know if there could be an increase in the emptying schedule.

The Chairman re-opened the meeting at 8.30pm.

9. **REPORTS:-**

Chairman.

08072 – The Chairman advised everyone of the Clerk's illness whilst on holiday and subsequent operation. He advised everyone that the Clerk's party would be going ahead at the weekend. It was **RESOLVED** that the Chairman purchase a bouquet of flowers to be presented at the party.

Reports from County and/or District Councillors.

08073 – Cllr Pushman spoke about the NATS Consultation and how it would affect the Chiltern area and how increased air traffic would effect the local environment. Cllr Pushman also encouraged the Council to fully monitor the BCC Waste and Disposal strategy as it would impact on the Parish. Cllr Pushman emphasised how important it was to make Local Area Forums work and to make sure that the NAG are relevant with the LAF's problems and issues. Cllr Pushman felt that for a cohesive working relationship between the LAF and NAG, it was important that HPC was moved into the Risborough NAG.

- b) Cllr Pushman reported that he had been in touch with the legal department at BCC and spoken to Anne Davies and it was concluded that HPC was not responsible or accountable for anti-social behaviour within the playground. This type of nuisance was a police matter. Cllr Pushman advised that a specialist in anti social behaviour from BCC would be willing to attend any future meeting with residents. The Chairman enquired about senior police representation at the meeting? Cllr Pushman advised that he had been trying to get police participation and was now trying to get representation through the Chief Constable. Cllr Pushman advised the Council that Wycombe District had the lowest employment of PSCOs in the County and that some Parishes were sponsoring a PSCO.
- c) The Chairman thanked Cllr Pushman for working on the Council's behalf to clarify the legal situation regarding the playground but expressed concern that this advice contradicted advice from WDC. The Chairman enquired whether the BCC representative would meet with the WDC representative. Cllr Pushman felt that this would not be correct protocol especially in an open meeting. It was **AGREED** that further clarification was needed from BCC.

Planning Committee.

08074 - Minutes of the Planning Committee meeting held on 21st February 2008 had been distributed and Cllr O'Malley made the following comments:-

- a) Cllr O'Malley wished to thank the deputies for their contribution.
- b) Cllr Guy asked for clarification on the procedure for referral of plans to DCC. Cllr O'Malley advised Cllr Guy that applications were going to DCC without HPC knowledge and through correspondence with the Planning Office at WDC this was due to HPC having not objected to the original plan. HPC had asked to be consulted regardless of the initial decision but this had been denied.
- c) Cllr Gould felt that the DCC didn't need to let us know on application which HPC had no objection too.
- d) Cllr McCarthy reminded the Council that HPC were given the DCC Agenda of application which were being decided.

It was **RESOLVED** to accept of the report of the Planning Committee.

Application comments detailed in Appendix A/0803 with these minutes.

Services Committee.

There had been no meeting since the last Council meeting.

Finance & Administration Committee.

There had been no meeting since the last Council meeting.

Report by Councillors serving as representatives on Outside Bodies.

08075 – SLCC Meeting – Cllr Konieczny had attended the meeting with Cllr Davies and the Clerical Assistant. Cllr Konieczny has produced a report of which had been distributed to all the Councillors. The Chairman congratulated Cllr Konieczny on his report and felt that this would be the best way for reports to be done in future – ie distributed first, to allow Councillors time to read and digest them.

a) Cllr Gould would like clarification on when the new powers for Parish Council's are implemented, whether a Council can appoint a person to the Council who may have specialist expertise such as a Teacher or Police Officer as this was only possible to do for working parties previously. Cllr Davies believed that under the new legislation the Council would have this power.

08076 – High Wycombe Transport Symposium – Cllr Konieczny reported that he and Cllr McCarthy had attended a very useful meeting. Cllr Konieczny had produced another excellent report which had been distributed previously.

a) Cllr McCarthy brought to the Council's attention the proposed new park and ride schemes which would impact on the Parish. These were Earl Howe Road in Holmer Green, Queensway in Hazlemere and Terriers Farm. Should the sites go ahead then there would be a significant increase in traffic flow through Cryers Hill and Four Ashes.

08077 – Reminder of Meetings

Cllr Davies by permission of the Chairman gave details of meeting dates.

GC2C Area Forum – 19th March

WDC Training for planning – 27th March

It was then **RESOLVED** that Reminder of Meetings becomes a regular agenda item.

Reports from Residents' Associations.

08078 – Widmer End Residents Association – Cllr Guy mentioned the traffic meeting scheduled for 8th May 2008 at Widmer End School. He confirmed Widmer End's intention to enter the Best Kept Village Competition.

08079 – Great Kingshill Residents Association – Cllr Jarman mentioned that Road Safety Group have been in contact with BCC regarding the speed limits and village entry gates and they could be placed shortly.

08080 – Hughenden Valley Residents Association – Cllr Konieczny informed the Council that his attention had been brought to a number of things of which the majority would be referred to the Services Committee. There was concern almost the residents regarding the number of new 'safety signs' which had appeared around the village. It was felt that these were not helpful and could be distracting. After discussion it was **RESOLVED** to write to BCC Highways regarding clarification on the number of non legal signs in the Parish.

Reports from Working Parties.

08081 - There have been no meetings since the last meeting.

Report from Parish Action Plan.

08082 - Design Statement – Nothing further to report.

08083 - Rural Housing – Nothing further to report.

Update Report from Clerk.

08084– Due to the Clerk's absence there wasn't a report submitted.

10. **Payments.**

08085– The following invoices had been received since the last meeting and were **RESOLVED**:-
The following invoices have been received since the last meeting of the Parish Council and are submitted for approval for payment:-

a) HM Customs & Excise – Tax and NI for February salaries	£ 938.04
b) Southern Electric Contracting Ltd – repairs to light columns (as agreed)	£ 2,031.11
c) Three Valleys Water – water charges on allotments	£ 80.34
d) Buildbase – concrete for gate at Great Kingshill play area	£ 15.09
e) C Gant – supply two trees/tree work at Cockshoot Wood	£ 1,245.50
f) Playground Facilities Ltd – provide safety surface at Great Kingshill play area	£ 740.25
h) Toilets+ Ltd - Toilet hire and cleaning	£ 164.50
i) Mr K Heybourne – Grave Digger Ashes RG336 Ghiotti	£ 65.00
j) BALC – Annual subscription	£ 881.80
k) Country Supplies – chain link fencing for Hughenden Valley play ground	£ 107.92
h) SR Farm Services – P'ground maintenance and work on PH and CH allotments	£ 1,246.40
i) Spruced Up – Topping up graves and placing turf at the Burial Ground	£ 1,807.50

The following payments have been made since the last meeting of the Parish Council and are submitted for approval for payment:-

a) Salaries for February	£ 2,870.35
b) British Telecom – telephone and broadband charges	£ 66.61
c) Molly Maid - Office cleaning 21/2/08 and 6/3/08	£ 42.00
d) Bucks Playing Fields Association – annual subscription	£ 20.00
e) Clearview - window cleaning of office	£ 15.00
f) Mrs E Marsden – mileage expenses for RoSPA course and play inspections	£ 61.02
g) Post Office Ltd – stamps	£ 68.00
h) Briants of Risborough Ltd – paper roll for use at Garden of Rest	£ 7.04

11. **Monies Received.**

08086 - The following monies had been received since the last meeting and were **NOTED**:-

a) Burial fees – 2 plaques	£ 330.00
b) Allotment rents	£ 10.00
c) Mr Dean – donation for new allotment cup	£ 122.08

12. **Other Matters.**

08087 – Problem with hedge cutting in Widmer End – Cllr Morris informed the Council about the poor standard of hedge cutting by a Farmer along North Road, Widmer End. There had been large cuttings left in the road which were a hazard to cyclist and motorists. Cllr McCarthy informed the Council that the Farmer was Jim Barns and he had been given an ultimatum by the BCC to cut his hedges and he always leaves it to the last minute and creates such a mess. It was **RESOLVED** to write to BCC Highways expressing the Council's concern on the poor standard of cutting and the possibility of this causing an accident.

08088 - Update on GK Play area following meeting 4th March – The Chairman informed the Council regarding the meeting to discuss the play area. It was well attended with representatives from the police, WDC, Antisocial behaviour officer, Ward Cllrs and BCC Cllr. BALC had sent through a document which wasn't terribly clear and needed legal translation to ensure what the legal responsibilities the Council had. It was agreed at the meeting that better communication between WDC and HPC would ensure that all parties were aware of any problems or complaints on the playground. The meeting was positive and it was felt that all representatives were given a greater understanding of the problems and all the measures the Council had undertaken to elevate these issues.

Cllr McCarthy expressed concern over the conflicting legal advice regarding playground. After some discussion it was **AGREED** to try and clarify the legal position.

08089 - Early morning traffic congestion caused by Oakleaf Farm deliveries – Cllr O'Malley advised the Council that there was a significant traffic congestion problem with large lorries delivering to Oakleaf Farm. The lorries were causing an obstruction and were also illegally parking over night in Hatches Lane and along Warrendene Road. Cllr O'Malley had reported the problem to the police and they had advised her to encourage residents to write and complain to them. However residents seem reluctant to do this. It was **RESOLVED** to write to Highways regarding the illegal parking and to write to the Enforcement Officer at WDC and BCC regarding the illegal gate at Oakleaf Farm which still hasn't been removed.

08090 – The Chairman then invited a member of the public to speak as they had missed the opportunity earlier in the meeting - Mr John Beveridge from Hughenden Valley. Mr Beveridge informed the Council that the delivery lorries at Oakleaf Farm were causing an obstruction and nuisance along Warrendene Road. He had on occasion been unable to get out of his drive early in the morning. He agreed with Cllr O'Malley that the lorries were parking illegally overnight and their night heaters were also causing a noise nuisance. He supported the Council's actions in addressing the problem.

08091 – Open Spaces Society – The Chairman then introduced an extra item of the Open Spaces Society who had written to us to inform us that there has been illegal tarmacing and movement of residential curtilage. Cllr Ewart had reviewed the correspondence and it was **AGREED** to refer this to the Planning Committee.

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.

08092 – Burial Ground Assistant Resignation – The Chairman informed the Council that the Burial Ground Assistant had resigned. The Chairman and Cllr Jarman had met with the Burial Assistant to see if she would reconsider but the resignation remained and her last day would be the 31st March 2008. It was **RESOLVED** for the Chairman to write to the Burial Ground Assistant and formally acknowledge her resignation and it was **NOTED** to thank her for all her hard work at Burial Ground.

The Chairman then advised the Council that the role of the Burial Ground Assistant had grown due to the increased number of burials and additional hours would be needed over the summer months. The Chairman advised that an interim measure would be needed to ensure that the Burial Ground was attended too whilst a decision was made on a replacement. Cllrs Gould, Davies and Jarman emphasised the need for care and consideration when working at the Burial Ground and a decision shouldn't be rushed. The Chairman informed the Council that after discussion with Cllr Davies – Services Chairman and Cllr Ewart it was decided to ask the Council's permission to use a Contractor until a replacement could be found. Cllr Morris asked who was the Contractor at which the Chairman declared an interest and Cllr Ewart took the chair. She informed the Council the Contractor was SR Farm Services. It was **RESOLVED** for SR Farm Services to undertake the Burial Ground work for April 2008 and it was **FURTHER AGREED** for this to be discussed at the next Services Meeting.

08093 – Clerk's illness whilst on holiday – The Chairman informed the Council that the Clerk was hoping to fly back this week but would be off for some time. The Chairman appreciated the Clerical Assistant deputising in the Clerk's absence. The Chairman advised the Council that further cover was required to ensure that the Clerk's work was maintained. After some discussion it was **RESOLVED** that the Chairman, Cllr Ewart and Cllr Davies should meet to determine the best course of action.

08094 – The Clerical Assistant was then asked to leave the room as a discussion on remuneration of additional hours worked was discussed. Cllr Ewart thanked the Clerical Assistant's offer of additional hours worked on Tuesday and it was **AGREED** for the Clerical Assistant to be paid for any extra hours. It was **FURTHER AGREED** that additional responsibility allowance would be referred to the Finance Meeting and any extra payments paid retrospectively and any further arrangements needed in the Clerk's absence would also be discussed. The Clerical Assistant then re-entered the room.

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

14. **Date of the next meeting.**
The next meeting is scheduled for Tuesday 8th April 2008 at 8pm.

There being no further business, the meeting was declared closed at 10.26pm.

Signed

Date

Appendix A/0803

Details of planning responses to be attached to full Council minutes for 21st February 2008

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

MJD/08/05222/FUL – Martin Davies - 421520

Amendment to pp05/07145/FUL to make alterations to the approved design of the dwelling (retrospective) at The Hideaway, 10A Ash Close, Walters Ash.

The Parish Council strongly objects to this retrospective application as it blatantly contravenes the conditions as stated in the appeal APP/K0425/A/05/1196325 (section 12.4).

In addition, the alterations to the roofline make this house overbearing on the neighbouring properties and constitutes a detrimental visual impact on the street scene. The roof line on the drawings do not accurately reflect the work already carried out on this roof. As this application originally had to go to appeal, the Parish Council would expect the Inspector's appeal conditions to be strictly adhered to.

MJD/08/05223/FUL – Martin Davies - 421520

Amendment to pp05/07145/FUL to alter roof of garage building (retrospective) at The Hideaway, 10A Ash Close, Walters Ash.

The Parish Council strongly objects to this retrospective application as this significantly differs from the drawings submitted in the appeal APP/K0425/A/05/1196325.

The pitch of the whole roof area, the ground floor area around the workshop and the roof line itself, have been extended to cover the whole building, which is not shown on the drawings approved by the Inspector.

As this application originally had to go to appeal, the Parish Council would expect the Inspector's appeal conditions to be strictly adhered to.

ELH/08/05318/ADV – Emma Hatton - 421538

Display of internally illuminated pole mounted sign (retrospective) at Walters Ash Service Station, 243 Main Road, Walters Ash.

The Parish Council object to this retrospective application for an illuminated sign as this is an unlit rural village and constitutes an intrusion on the street scene.

The Council has the following observations on these applications:-

VJB/08/05024/FUL – Valerie Bailey – 421548

AMENDED:- Construction of single storey side extension, single storey rear extension with rear porch at Spen Cottage, Coombe Lane, Hughenden Valley.

The Parish Council has no objection provided there is no intrusion on neighbours.

GMG/08/05187/FUL – Gemma Gearing - 421632

Erection of conservatory to rear at 25 Snowdrop Way, Widmer End.

The Parish Council has no objection provided there is no intrusion on neighbours.

GMG/08/05213/FUL – Gemma Gearing - 421632

Construction of conservatory to rear at 3 Oakeshott Avenue, Naphill.

The Parish Council has no objection to this application provided there is no intrusion on neighbours from the window on the left elevation of the accompanying plan.

ELH/08/05252/FUL – Emma Hatton - 421538

Demolition of existing garage and construction of two storey front/side extension, rear conservatory and alterations and additions to existing front & rear dormers at Snoanda, North Road, Widmer End.

The Parish Council has no objection provided there is no intrusion on neighbours.

AHC/08/05254/CTREE – Alastair Cunningham - 421803

Crown reduce by 25% to 4 x horse chestnut trees (T1, T7, T11 and T12). Crown reduce by 15% to extended limb to 1 x walnut tree (T3). Crown reduce by 15% to 1 x sycamore tree (T6). Crown reduce by 20% to 1 x lime tree (T4) and 1 x horse chestnut tree (T10) at Hughenden Manor, Valley Road, Hughenden Valley.

The Parish Council has no objection provided this is completed under the direction of the WDC Tree Officer.

ELH/08/05263/FUL – Emma Hatton - 421538

Construction of single storey side and rear extension at Parkstone, Valley Road, Hughenden Valley.

The Parish Council has no objection provided there is no intrusion on neighbours.

The Council has no observations on the following applications:-

The following applications should be approved:-

ELH/08/05208/FUL – Emma Hatton - 421538

Installation of solar panel in side/rear roof slope at Ashmead, Chapel Lane, Naphill.