

HUGHENDEN PARISH COUNCIL

Minutes of the Meeting of **HUGHENDEN PARISH COUNCIL** held on
Tuesday 12th February 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 Smith |
| Cllr I N Guy | Cllr J A Whitehouse |
| Cllr D G Jarman | Clerk: L M Turner |
| Cllr A M Konieczny | |

There were 4 members of the public present.

2. **Apologies for Absence:-** Cllr Ewart & Cllr Gould.
Cllr Whitehouse had sent apologies that she would be arriving late.
3. **Declarations of Interest in Items on the Agenda.**
None.
4. **Minutes of the previous monthly meeting held on Tuesday 8th January 2008.**
08027 – These minutes were **RESOLVED** as a true record of that meeting and were duly signed by the Chairman.
5. **Police/RAF Consultation.**
08028 – PC Lee Turnham spoke about the graffiti in Hughenden Valley and informed members that he would be meeting with a suspect the following day and he expects this to be resolved. There had been an incident with cars racing along the Parish office car park late at night. He then gave details and asked that Parish Council to re-consider their decision not to place a lower lockable barrier at the entrance to the car park. PC Turnham then informed members that the neighbourhood action groups are under discussion at the moment and he should soon be able to inform the Council of the membership of these groups. PC Turnham then introduced PC Sue Jacobs a replacement for PC Ian Bogart at Hazlemere and informed members that there would be a new PCSO, Natalie Hall, starting in the next couple of weeks. With shift changes, the intention is to have the Hazlemere office manned from 8am to 10pm every day of the week. Cllr Guy asked if Lee would be able to attend a public meeting, scheduled for 8th May 2008 in the Widmer End Combined School, as, since the fatal accident on Brimmers Hill, there had been a lot of concern on speeding and traffic issues. Lee indicated that this should be possible and asked for as much information as possible prior to the meeting. The Chairman then thanked the Police for their attendance and they left the meeting.
6. **Matters Arising.**
08028 - 07367 – Report from Commission for Rural Communities Conference. Papers had been provided after a suggestion from Cllr Ewart, who had attended the conference. The members discussed it in some detail and it was **AGREED** that this would again be placed on the March agenda in order that Cllr Ewart can give the members further information that may have been available on the day.
08029 - 08024 – Update on changes to CCTV provision. The Chairman informed members that this would be taken at the end of the meeting in closed session.
7. **Correspondence.**
08030 - 7552/08 - WDC Michelle Ayres – request to place paper bank at the Parish Office car park. The Clerk gave information on the request for a paper bank to be placed along with the other recycling bins at the office car park. After some discussion, it was **RESOLVED** that permission be given for a period of six months only, on a trial basis.
08031 - 7554/08 - Hughenden Valley Village Hall – thanks to Council for ongoing support and grant. This was **NOTED**.
08032 - 7558/08 - Hughenden Valley Residents Assn – thanks to Council for annual grant. This was **NOTED**.

- 08033** - 7559/08 - Great Kingshill Village Hall – thanks to Council for annual grant. This was **NOTED**.
- 08034** - 7560/08 - Communities & Local Government – consultation on orders relating to conduct. The Clerk gave information on this document which gave proposed changes to the system with regard to breaches of the code of conduct. It was **NOTED** that the full document is available in the office, if required.
- 08035** - 7566/08 - BCC – Notice of briefings on Minerals & Waste Preferred Options. The Clerk gave information on the dates of these briefings and this was **NOTED**.
- 08036** - 7568/08 - Great Kingshill Cricket Club – confirmation of usage of garage on recreation ground. This was **NOTED**.
- 08037** - 7570/08 - BCC – Response on village gateways. The Clerk gave further information on the changes to the locations for the gates in the Hughenden Valley ward and it was **AGREED** that the Clerk would respond to BCC accepting these amendments and requesting that these are now placed without further delay.
- 08038** - 7571/08 - Audit Commission – notification of change of appointment of external auditor. This was **NOTED**.
- 08039** - 7572/08 - WDC – Notice of Play Partnership meeting on 25/2/08 at 6pm re Playful Ideas bid. It was **AGREED** that Cllr Rogers would attend this event.
- 08040** - 7573/08 - Mrs Beeks – thanks to Council for the flowers given to her at Templewood opening. This was **NOTED**.
- 08041** - 7574/08 - BCC – Update and outcomes from Si Khan on speed limit review. The Clerk gave information about the results so far achieved and this was **NOTED**.
- 08042** - 7576/08 - RAF – Stn Commander Grp Cptn Good – thanks for invite to Templewood opening. This was **NOTED**.
- 08043** - 7577/08 - Bucks Playing Fields Assn – request for annual subscription of £20. This was **RESOLVED**.
- 08044** - 7580/08 - BCC – Consultation on changes to planning application submissions. Cllr O'Malley spoke on this issue with regard to changes to County Council applications. This is not particularly relevant to the Parish Council but if anything else comes to light, she will bring it to the next Planning Committee meeting for consideration.
- 08045** - 7582/08 - WDC – Consultation on proposed skate park in High Wycombe. This was considered and it was **AGREED** to send a letter of support to WDC for their work for the youth in the district.
- 08046** - 7583/08 - Naphill & Walters Ash Gazette – thanks to Council for grant for newsletter. This was **NOTED**.
- 08047** - 7585/08 - BCC – Notification of diversion order of footpath 96 at Great Kingshill. This was **NOTED**.

8. **Public Speaking.**

As there was a member of the public wishing to speak, the Chairman closed the meeting at 8.40pm.

- a) Terry Williams of Great Kingshill asked if there had been any further agreement from WDC in the matter of village design statements and the process to be followed. The Chairman informed him that there is no confirmation as yet, but the Residents Associations will be informed when there is a conclusion.

The Chairman re-opened the meeting at 8.43pm.

9. **REPORTS:-**

Chairman.

08048 – The Chairman thanked everyone for turning up at the opening of the new play area at Templewood, Walters Ash and stated that it had been very well attended and the playground itself is being well used. The only marring aspect was the Bucks Free Press report in that they indicated it had been a joint project with WDC, which it was not. Even though the Clerk had provided a press release, the mistake had still occurred. He reported that the Clerk had asked for an amendment to be reported.

Reports from County and/or District Councillors.

08049 - Cllr Pushman spoke about a Local Area Forum meeting to be held on 19th March 2008 and he has asked for various items to be placed on that agenda, i.e. speeding and traffic on North Road, Widmer End; erosion by coaches on Pipers Lane, Great Kingshill; and traffic congestion at the Co-op at Walters Ash. These Local Area Forums are to replace the Local Area Committees and will include Parish Councillors as members

Cllr McCarthy thanked Cllr Pushman for the work he does on behalf of the Parish and Cllr Guy thanked him for his attention regarding the traffic issue at Widmer End.

Planning Committee.

08050 - Minutes of the Planning Committee meeting held on 10th & 31st January 2008 had been distributed and Cllr O'Malley made the following comments:-

- a) There is to be a WDALC training session in April which should be attended by all the Planning Committee members. Questions have been submitted and it is hoped that answers will be made available to them at that time.
- b) Cllr McCarthy informed members that the decision on Widmer Fields has been deferred until the end of February.

As there were no questions, it was **RESOLVED** to accept of the report of the Planning Committee. Application comments detailed in Appendix A/0802 with these minutes.

Services Committee.

There had been no meeting since the last Council meeting.

Finance & Administration Committee.

08051 - Minutes of the Finance & Administration Committee meeting held on 22nd January 2008 had been distributed. Cllr Rogers referred to them and the following were **NOTED**:-

- a) 08FA02 – Widmer End Village Hall – request for grant towards replacement chairs. This had been discussed in some detail and it was **RESOLVED** that a grant of £600 be made.
- b) 08FA03 – 7555/08 – Geoff Weir – notice of availability to act as internal auditor for 2007/08 accounts. It was **RESOLVED** that Mr Weir be appointed for a further year.
- c) 08FA05 – Consideration of purchase of sign for contractors' use. It was **RESOLVED** that 3 pavement signs be purchased, as long as the total net cost is under £350.00.
- d) 08FA06 – Consideration of report from Cllr Jarman and Cllr Whitehouse on community forums. There had been a lengthy discussion and it was **RESOLVED** not to proceed with a forum at this time, as it was not considered to be of any benefit to the Council.
- e) 08FA07 – Consideration of renewal of website maintenance for 2008/09. There is a further report on this later in the agenda and it was **AGREED** to discuss this at that time.
- f) 08FA09 – Cllr Davies reported that there had been a query on an ash tree on the boundary of the recreation ground at Great Kingshill, with regard to safety. He had attended a site visit with the Clerk and the tree surgeon and it was stated that there may be safety implications, particularly regarding the play area and the roadside. It was **RESOLVED** that the tree be crown reduced by about 25% at a cost of £350.00 net.

It was then **RESOLVED** to accept the report of the Finance & Administration Committee.

Report by Councillors serving as representatives on Outside Bodies.

08052 – Wycombe Local Area Committee - Cllr Jarman reported that he and Cllr Davies had attended the recent meeting and this had been very well attended. There was a large agenda and the question time had proved very informative. He had obtained a report on traffic calming measure which will be made available in the office, if anyone would like to look at it. Cllr Davies informed members that of the £125,000 budget, there had been requests totalling £500,000.

08053 – BALC New Councillor Training – Cllr Crawshaw reported that he and Cllrs Whitehouse and Morris had attended a very successful training day for new Councillors and this had been very interesting and informative.

Reports from Residents' Associations.

08054 – Widmer End Residents Association – Cllr Guy mentioned the traffic meeting scheduled for 8th May 2008 at Widmer End School. He then went on to ask about what progress had been made on the information for the Charity Commission with regard to the Allotments for the Labouring Poor. The Chairman pointed out that this work is still on the Clerk's schedule and the Council are well aware that there are more urgent items that need her attention but that the Charity Commission are not putting any pressure on the situation. Cllr Jarman queried that two of the Trustees are no longer on the Council and the Chairman pointed out that this is not a problem but that if any of them wished to resign as Trustees, it would be up to the Parish Council to appoint a replacement.

Reports from Working Parties.

08055 – Youth – Notes had been made available from the meeting on 28th January 2008 and Cllr Davies asked that the Clerk initiate a meeting with the youth workers as soon as possible.

08056 – Risk Assessments – A meeting had been held on 30th January 2008 and Cllr Rogers informed members that the Clerk would make further amendments prior to another meeting.

08055 – Office – Notes had been made available from the meeting on 31st January 2008.

Report from Parish Action Plan.

08056 - Design Statement – Cllr Whitehouse reported that Cllr Ewart had provided a final draft and, as long as there are no further changes required, this will be submitted on Cllr Ewart's return.

08057 - Rural Housing – Nothing further to report.

Update Report from Clerk.

08058 – A report had been issued with the agenda for the meeting and was **NOTED**.

10. **Payments.**

08059 – The following invoices had been received since the last meeting and were **RESOLVED**:-

a) Inland Revenue – Tax and NI for January	£ 938.02
b) BALC - New Councillor training on 2/2/08	£ 111.00
c) Barlow Fencing - Replace fence at North Dean allotments	£ 376.00
d) Buildbase - Paint for playing equipment	£ 33.84
e) Toilets+ Ltd - Toilet hire and cleaning - December	£ 123.38
f) Playground Facilities Ltd - Plastic caps for playground equipment	£ 35.25
g) C Gant - Tree work at Burial Ground and Cockshoot Wood	£ 2,884.63
h) Mike Henson Presentations - Website page alterations	£ 135.13
i) Playground Facilities Ltd - Additional landscaping at Templewood	£ 987.67
j) Staples - Pink paper, key cabinet and tippex	£ 105.61
k) Ann Priest Photography - Photos of Templewood opening	£ 35.00
l) SDK Environmental Ltd – dog waste collection service	£ 270.44
m) Toilets+ Ltd - Toilet hire and cleaning - January	£ 164.50
n) Briants of Risborough Ltd – washer/screws for Naphill playground	£ 39.48
o) CBC Chiltern – work on allotments/placing bollards/gate repair/rubbish removal	£ 2,760.23
p) Southern Electric – supply at office	£ 60.71
q) S R Farm Contract Services – playground and general maintenance	£ 2,147.20

Cllr Rogers declared an interest in item (q) and took no part in the decision.

08060 – The following payments had been made since the last meeting and were **RESOLVED**:-

a) Salaries for January	£ 2,870.37
b) British Telecom – telephone and broadband charges	£ 73.16
c) Great Kingshill Combined School - Donation for safety tabards for children	£ 250.00
d) Molly Maid - Office cleaning 10/1/08, 24/1/08 and 7/2/08	£ 63.00
e) SLCC - Bucks Branch - Local conference training	£ 60.00
f) Clearview - window cleaning of office	£ 15.00
g) Mrs L Turner – mileage expenses for January	£ 21.76
h) Post Office Ltd – special delivery postage	£ 4.30
i) Woodhall Sports Awards & Trophies - New allotment cup for new tenants	£ 122.08
j) Southern Electric - Electricity for Burial Ground	£ 12.97
k) Ms P Ewart - Expenses from Templewood opening and CRC Conference	£ 35.56
l) Staples - Plastic cups for Templewood opening & paper and envelopes	£ 40.67
m) Morrisons - Refreshments for Templewood opening	£ 55.50

11. **Monies Received.**

08061 - The following monies had been received since the last meeting and were **NOTED**:-

a) Burial fees – 2 ashes/2 full burials/1 plaque	£ 1,510.00
b) Great Kingshill Cricket Club - rent for cricket pavilion/pitch and garage	£ 10.00
c) North Dean Village Hall - repayment of loan	£ 8,688.60
d) Allotment rents	£ 65.00
e) Abbey Timber – sale of vehicle	£ 2,000.00
f) HSBC - Bank Interest on account	£ 2.43
g) National Savings – Bank Interest on account	£ 2,100.35

12. **Other Matters.**

08062 – Website update provision – report from Cllrs Whitehouse and Jarman on website updating. Cllrs Whitehouse and Jarman gave information to members on this issue and after a lengthy discussion it was **RESOLVED** to continue with the maintenance agreement for one year and use the time to investigate an alternative solution.

08063 – Report from Cllr Davies on safety surface at Great Kingshill play area. Cllr Davies gave information to members on the unsafe condition of the mats at Great Kingshill. Quotations had been received for an alternative solution as the mats could no longer be stuck together, to place bark over the mats and after a lengthy discussion it was **RESOLVED** to get this work done at a cost of £680 net. Cllr Davies stated that a decision on the upgrading of the equipment at Great Kingshill would be required in the next few months, so that action can be taken in the 2008/09 financial year.

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.

08064 – Update report on CCTV provision changes at the play area at Great Kingshill recreation ground. The Chairman spoke about the problems and the possible solution of providing sound recording in this area. The quotation was discussed and a lengthy discussion followed. It was **RESOLVED** not to proceed with the quotation at present as it was felt this did not give the relevant solution. It was **FURTHER AGREED** that Cllr McCarthy would assist the Clerk in making relevant contact with the Environmental Health department at WDC to progress this issue. It was also **AGREED** that Cllr Morris would get further information on some aspects of recording sound in this way and all the information would be brought to the March meeting for consideration.

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

14. **Date of the next meeting.**
The next meeting is scheduled for Tuesday 11th March 2008 at 8pm.

There being no further business, the meeting was declared closed at 10.12pm.

Signed

Date

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

Planning Committee Meeting: 10th January 2008 - 7 applications were reviewed.

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

MJD/07/08032/FUL – Martin Davies - 421520

Erection of 1 x detached 4-bed dwelling with detached garage/barn and new access at Land adjacent to Jasmine Cottage, Hatches Lane, Great Kingshill.

The Parish Council objects to this application as this is overdevelopment of the site and would have an over dominating impact on the street scene to the detriment of the special character and appearance of the AONB. The reasons for refusal of application in 07/07471/FUL have not been addressed despite the re-siting of the garage. The inclusion of the third floor windows results in the scale, bulk and height being totally out of keeping with adjoining properties.

RH/07/08115/OUT – Robert Harrison - 421641

Outline application with all matters reserved for the redevelopment of site for residential use (erection of 36 two storey dwelling houses) with landscaped open space at Hoppers Farm, Cockpit Road, Great Kingshill.

The Parish Council strongly objects to this application as the proposed development is in the Green Belt and AONB. Great Kingshill residential area is in the AONB and is currently protected by being surrounded by the Green Belt. Any encroachment into this Green Belt area would have a devastating effect on the character and amenity of the village. The proposed site currently gives an open aspect to the countryside and must be protected to ensure that the village retains its identity. Building on this land would set a dangerous precedent, not only for Great Kingshill, but also throughout the Parish of Hughenden, and all other areas in the Chilterns that are in the AONB and Green Belt. The Parish Council would like to point out that Cockpit Road and Pipers Corner crossroads are accident black-spots and any increase in traffic would be a further danger to road safety. This is a very important application and, if minded to approve, must be considered by the DCC.

The Council has the following observations on these applications:-

DBL/07/08022/FUL – Daniel Ledger - 421516

Conversion of outbuilding to guest house/games room and construction of detached double garage/store room at Ravensmere, Cryers Hill Road, Cryers Hill.

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

SVW/07/08046/CONSA – Sarah White - 421517

Consultation under Department of the Environment Circular 14/90 regarding refurbishment of overhead lines across the District at Upper North Dean.

The Parish Council has no objection to this application but would point out that this is a Conservation Area and trust this has been taken into account.

SVW/07/08047/CONSA – Sarah White - 421517

Consultation under Department of the Environment Circular 14/90 regarding refurbishment of overhead lines across the District at Upper North Dean Farm.

The Parish Council has no objection to this application but would point out that this is a Conservation Area and trust this has been taken into account.

The following applications should be approved:-

GMG/07/08017/FUL – Gemma Gearing - 421632

Construction of single storey front extension and conversion of integral garage to living accommodation at 28 Champion Road, Widmer End.

AD/07/08117/FUL - Alexia Dodd - 421462

Demolition of existing garage and conservatory and construction of single storey side and rear extension, new front porch and replacement chimney to existing bungalow at Minuet, Coombe Lane, Naphill.

Planning Committee Meeting: 31st January 2008 - 13 applications were reviewed.

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

GMG/07/08149/FUL – Gemma Gearing - 421632

Construction of front porch extension and single storey side extension, erection of two storey rear extension with associated alterations to existing flat roof side dormer windows and first floor accommodation at Quantulus, Warrendene Road, Hughenden Valley.

The Parish Council objects to this application as it is an overdevelopment of the site and would be an intrusion on neighbours.

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

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

The Parish Council objects to this application as it does not address the reasons for refusal on 07/06612/FUL.

ELH/08/05051/FUL – Emma Hatton - 421538

Removal of two rear dormers and construction of first floor rear extension with balcony at St Francis, Bryants Bottom Road, Bryants Bottom.

The Parish Council objects to this application as it is inappropriate development in the Green Belt and AONB. This would have a detrimental impact on the street scene and would not be in keeping with adjoining properties.

AD/08/05144/FUL – Alexia Dodd - 421462

Part conversion of existing detached garage and store to habitable accommodation ancillary to Meadowcroft, Cryers Hill Road, Cryers Hill.

The Parish Council objects to this application as it is inappropriate development in the Green Belt and AONB. It also sets a dangerous precedent for allowing change of use of buildings in the Green Belt and AONB.

The Council has the following observations on these applications:-

ELH/08/05008/FUL – Emma Hatton - 421538

Erection of 9 x 750mm high lighting bollards and 12 additional 1750mm high wall lights to provide security and safety to car park at The Red Lion, Missenden Road, Great Kingshill.

The Parish Council has no objection provided that there is no intrusion on neighbours and that there would be no light pollution that would be detrimental to the character and appearance of the Chilterns AONB.

GMG/08/05011/FUL – Gemma Gearing - 421632

Construction of single storey side and rear extension with erection of conservatory to rear, alterations and extensions to existing garage to form detached double garage at Ma Vlast, Spurlands End Road, Great Kingshill.

The Parish Council has no objection provided that the application does not contravene Green Belt regulations.

ELH/08/05047/FUL – Emma Hatton - 421538

Raising of roof and extensions to include insertion of two rear dormer windows and associated external alterations to existing front dormer window at Autumn Cottage, Missenden Road, Great Kingshill.

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

The Council has no observations on the following applications:-

TPO/4/2008 – Mike Conroy – 421216

Consultation on tree preservation order made on trees on land at 279 Main Road, Walters Ash and Lone Pine, Bradenham Woods Lane, Walters Ash.

AD/08/05045/FUL – Alexia Dodd - 421462

Addition of electrically operated roller door to front of existing car port at Knockhundred House, Hunts Hill Lane, Naphill.

ELH/08/05113/FUL – Emma Hatton - 421538

Demolition of existing outbuilding and erection of single storey rear extension at 201 Main Road, Naphill.

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

VJB/08/05122/FUL – Valerie Bailey - 421548

Construction of two storey rear extension at 252 Main Road, Naphill.

The following applications should be approved:-

VJB/08/05002/FUL – Valerie Bailey - 421548

Construction of single storey front extension and part two storey/part single storey side extension at 8 Battingswood Gardens, Naphill.

ELH/08/05094/FUL – Emma Hatton - 421538

Construction of single storey rear extension and conversion of existing garage to habitable accommodation with associated external alterations at 34 Windmill Lane, Widmer End.

End.