

HUGHENDEN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 9th June 2009 in the Council Offices at 8pm

UNCONFIRMED

1. **Present:-**
- | | |
|---------------------------|-----------------------|
| Cllr M E Ewart (Chairman) | Cllr D G Jarman |
| Cllr A M Andrew | Cllr H L McCarthy |
| Cllr D L Davies | Cllr N J Morris |
| Cllr J A Gibbs | Cllr J E Rogers |
| Cllr R F Gould | Clerk: Mrs L M Turner |
| Cllr I N Guy | |

There were two members of the public present.

2. **Apologies for Absence:-** Cllr Crawshaw, Cllr Konieczny, Cllr Smith & Cllr Whitehouse.
The Chairman informed members that an item would be added under Urgent Matters at the end of the meeting in the absence of the public and press on consideration of options for refurbishment of play area at recreation ground at Great Kingshill and this was **NOTED**.
3. **Declarations of Members' Interests in Items on the Agenda.**
09168 - Cllr Rogers declared an interest in an item in 'payments' and Cllr Davies in the item on Rural Affordable Housing.
There were no other declarations of interest.
4. **Minutes of the Annual Council meeting and the previous monthly meeting held on Tuesday 12th May 2009.**
Annual Council Meeting:-
09169 – Under item 6 – Finance & Administration Committee membership – it was **AGREED** to change the membership for Widmer End to Cllr Andrew and Cllr Morris (not McCarthy).
These were then **RESOLVED** as a true record of that meeting and duly signed by the Chairman.
Previous monthly meeting:-
09170 – Minute 09165- Other Matters – It was **AGREED** to remove the word know, repeated, so the minute would read:- Cllrs Morris and Rogers declared an interest in this item as the playground contractor is known personally to them and they took no part in the decision.
These were then **RESOLVED** as a true record of that meeting and duly signed by the Chairman.
5. **Police/RAF Consultation.**
The Chairman mentioned that PC Turnham is gradually returning to full duties, which was **NOTED**.
6. **Matters Arising.**
09171 – 09145 – Casual vacancy for Councillor in Hughenden Valley ward. The Clerk informed members that the date for notification of a requested election would be 11th June 2009. Assuming no election is requested and permission to co-opt is received, it was **AGREED** that the Clerk would follow the usual procedures for advertising the vacancy.
7. **Correspondence.**
09172 – 8184/09 - Hughenden Valley Community Shop – request for payment of grant already approved. This was **UNANIMOUSLY RESOLVED**.
09173 – 8193/09 - FWAG – Invitation to farm walk and AGM on 17/6/09. This was **NOTED**.
09174 - 8194/09 - Woodland Trust – invitation to attend anniversary celebrations at Penn Wood on 4/7/09. It was **AGREED** that members would let the Clerk know if they wished to attend.
09175 - 8197/09 - Geoff Weir – report on internal audit of 2008/09 accounts. The Clerk gave information on the internal audit, which was passed with no problems. The Clerk clarified the records which may be issued to members of the public and these were agreed. It was **AGREED** that the Clerk write to David Frost of Naphill to let him know the outcome of the meeting.
09176 - 8198/09 - WDC – Local Development Framework - Consultation on update of Site Allocations Development Plan Document - from 16/6/09 to 14/8/09. The Clerk had provided details of the consultation meetings and it was **AGREED** that Cllr Gould would look at the report and bring any items to the Planning Committee, in the first instance.
09177 – 8199/09 - Great Kingshill Res Assn – further request re dog bin emptying at Cockpit pond. The Clerk gave further information on the amended siting for the dog bin and some discussion followed. It was then **RESOLVED** that the Council did not support this provision at this time.

- 09178** – 8205/09 - BCC – Details required for Parish on Local Community Partnership issues. It was **RESOLVED** that Cllrs Ewart, Davies and Jarman would consider this matter and bring suggestions to the July meeting for consideration. It was further **AGREED** that the Clerk would ask for an extension to the response deadline in order to bring information to the July meeting.
- 09179** - 8206/09 - BCC – Information on funding available through LCP budgets. It was **RESOLVED** that Cllrs Ewart, Davies and Jarman would consider this matter and bring suggestions to the July meeting for consideration.
- 09180** - 8207/09 - BCC – further comments on anti-social parking at Great Kingshill School. The Clerk gave information that the Civil Enforcement Team is unable to take any action in this matter, as there are no yellow lines in the area. There was some discussion about actions being taken by Police in the last few weeks and this was **NOTED**.
- 09181** - 8212/09 - WDC – Notice of change of date of meeting on Ward Profiles to 18/6/09. **NOTED**.
- 09182** - 8213/09 - WDC – Notice and invite to Rural Forum Farm walk on 25/6/09. Cllr Davies informed members that this invitation was for Rural Forum members only and this was **NOTED**.
- 09183** - 8217/09 - BCC – Consultation on Policy for Planning Obligation for Education. It was **AGREED** that Cllr Gould would look at this documentation and bring to the next Planning Committee meeting for consideration.
- 09184** - 8218/09 - WDALC – Notice of Councillor Briefing Event on Planning for Emergencies on 18/7/09. It was **AGREED** that Cllr Guy would attend this event.
- 09185** - 8219/09 - BCC – Invitation to 'Creating a Sustainable Wycombe 2026' Conference on 7/7/09. It was **AGREED** that the Clerk would send this information to all by email and if they wish to attend they need to let her know by Tuesday 23rd June 2009, so that they can be booked in.

8. **Public Speaking.**

As there was a member of the public wishing to speak, the Chairman closed the meeting at 8.50pm.

- a) Terry Williams of Great Kingshill stated that he was pleased to hear that there was an answer on the annual accounts format. He also asked about extra items on the graves at the Garden of Rest and was assured that these are removed on a regular basis.

The Chairman re-opened the meeting at 8.54pm.

9. **REPORTS:-
Chairman.**

09186 - The Chairman mentioned a management meeting with the Clerical Assistant, for which notes had been provided. Cllr Gould commented on the length of time between meetings. It was **NOTED** that if there are any specific queries they would be taken at the end of the meeting in the absence of the public and press.

The Chairman had nothing further to report that was not contained within other items on the agenda.

County and/or District Councillors.

09187 – The Chairman welcomed Cllr Pushman and congratulated him on his re-election and being Chairman elect on BCC. Cllr Pushman thanked her and the other members for their support. He then went on to mention various items: the ambulances parking on Cryers Hill Road; problems with the new scheme for Planning, encouraging the Parish Council to let WDC know their opinions on this scheme; making sure that financial information is still issued at the annual meeting; asking if the Freedom of Information Act applied at Parish level; request for dog bin at Templewood play area; LCP meeting in September needs to get the best format to make the process work. He then mentioned that he noticed that Naphill, Hughenden Valley and Great Kingshill have entered the Village of the Year competition and wished them well. He closed by stating he is happy to give information to members on the land at Queensway, if required.

Cllr Gould asked about changes to Planning consultations and Cllr Pushman asked the Parish Council to ensure they let WDC know their opinions on the effect of these changes, as there may be some further adaptations than can be carried out.

Planning Committee.

09188 - Minutes of the Planning Committee meetings held on 14th May and 4th June 2009 had been issued. Cllr Gould thanked the members for electing him as Chairman.

- a) Cllr McCarthy asked if the Parish Council was speaking at the DCC meeting on 17/6/09 on the De La Rue application. The Clerk stated that we had not had notification of this and it was **AGREED** that, if possible, someone would attend and speak on behalf of the Council.

As there were no other questions it was **RESOLVED** to accept the Planning Committee report.

Application comments detailed in Appendix A/0906 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. None.

Reports from Residents' Associations.

09189 – Widmer End – Cllr Guy reported that their AGM is on Wednesday 8th July 2009 and Cllrs Ewart and Davies would be attending.

Reports from Working Parties.

09190 - Youth – The Clerk gave information on the ‘climbing wall’ events at Widmer End, North Dean and Naphill. Cllr Davies mentioned the access to youth events during the summer period and asked if there could be agreement for expenditure to support these, if required. It was **RESOLVED** to allow for expenditure up to £1000 in total, to be confirmed as appropriate.

09191 – Website – The Clerk had provided a report for consideration of changes to the website and it was **RESOLVED** to proceed with a four colour map, as suggested, delineating the wards. It was **AGREED NOT** to include photographs of the members and staff, **NOT** to place members’ email addresses on the Contacts page and **NOT** to make any changes to the drop down menu for meetings and planning. It was **NOTED** that when the live news is available this can be updated by the Parish Council staff.

Reports from Working Groups. None.

Parish Action Plan – Updates:

09192 – Rural Affordable Housing – This item will be taken in the absence of the public and press at the end of the meeting.

Update Report from Clerk.

09193 – The Clerk had provided a report for members of her workload and actions taken during the last month and this was **NOTED**. Cllr Andrew asked about the surfacing at Widmer End play area and was informed that there had been a meeting with the Village Hall and they would be writing to us in due course with details.

10. **Reminder of Future Meetings.**

09194 – Information on the following was **NOTED**:-

- a) NAG meeting – 11/6/09 at 7.30pm at Sir William Ramsay School.
- b) WDALC meeting – 16/6/09
- c) Queensway Committee meeting – 29/6/09

11. **Payments.**

09195– The following invoices had been received since the last meeting and were **RESOLVED**:-

a) HM Revenue & Customs – Tax and NI for May salaries	£ 841.48
b) SR Farm Contract Services–garden of rest/allotments/footpaths/service provision	£ 2,930.00
c) Verdant Group plc – grass cutting as per contract	£ 1,744.73
d) Toilets+ Ltd – toilet hire at burial ground	£ 165.60
e) C Gant – tree maintenance work at Great Kingshill recreation ground	£ 299.00
f) Hildreths Ltd – reel for hose at garden of rest	£ 22.99
g) Mike Henson Presentations Ltd – changes to pages on website	£ 132.25
h) G R Weir – fees for internal audit	£ 59.80
i) Staples - stationery	£ 191.27
j) Curwens – vat payment for legal fees in noise dispute	£ 210.32
k) Chubb Fire Ltd – 1/2 yearly service to emergency lights	£ 156.29
l) Torix Solutions Ltd – repair to office computer	£ 80.50
m) Playground Facilities – repairs to equipment at N/ND/HV/WE	£ 5,571.91
n) Country Supplies – turfs and battens for graves at garden of rest	£ 25.53
o) Cllr P Ewart – Chairman’s annual allowance	£ 225.00
p) Spruced-Up Ltd – clearance at Spring Rising and Harrow ditch	£ 155.25
q) c Gant – tree work at Templewood/Cockshoot Wood and watering new trees	£ 713.00
r) Hughenden Valley Community Shop – grant for shop	£ 1,000.00

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

09196 – The following payments had been made since the last meeting and were **RESOLVED**:-

a) Salaries for March	£ 2,401.06
b) British Telecom – telephone and broadband charges	£ 73.17
c) Molly Maid - Office cleaning 14/5/09 & 28/5/09	£ 42.00
d) Ikea – glasses for stock	£ 19.11
e) Tesco – refreshments for Annual Parish Meeting	£ 33.09
f) Mrs L Turner – mileage expenses for April & May	£ 73.96
g) Chiltern Woodlands Project – donation re speaker at Parish Meeting	£ 50.00

12. **Monies Received.**

09197 - The following monies had been received since the last meeting and were **NOTED**:-

a) Sale of assets - chainsaw	£ 70.00
b) Burials – (2 ashes /4 plaques)	£ 1,190.00
c) HM Revenue & Customs – refund of VAT payment	£ 5,905.17

13. **Other Matters.**

09198 – Consideration of members and date for allotment judging. It was **RESOLVED** that the allotment judging would take place on Saturday 11/7/09, meeting at the Parish offices at 9am. The judges would consist of Cllrs Davies, Guy, Rogers and Whitehouse.

09199 – Consideration of date for Parish walk for Councillors. It was **RESOLVED** that this would take place on Wednesday 1st July 2009, meeting at the Parish offices at 6pm.

09200 – Consideration of leaflet on Parish Council to be made available as appropriate. As this had not been issued due to technical difficulties, it was **AGREED** to discuss this in the July meeting.

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.

09201 - Consideration of enquiry from WDC regarding Queensway land. Cllr Davies informed members of the approach by WDC for a change of use on this land and support was agreed in principle.

Cllr McCarthy declared an interest in this item and took no part in the decision.

09202 - Consideration of responses from Hastoe Housing regarding rural affordable housing. There was some lengthy discussion on the details of this issue and it was **RESOLVED** that the Clerk get out the original papers for distribution to all members and have a special meeting on Tuesday 7th July 2009 at 7pm, prior to the Finance meeting, for this issue to be considered.

Cllr Davies declared an interest in this item.

As the time had reached 10.30pm it was **RESOLVED** to suspend standing orders so that the meeting could be concluded.

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

09203 – Consideration of options for the play area at Great Kingshill. The Clerk provided drawings of the playground equipment from different suppliers and a discussion followed on the various attributes of the schemes. The suppliers were then **RESOLVED** and the Clerk was asked to obtain further drawings for presentation to the public for consultation during the summer.

Cllrs Morris and Rogers declared an interest in this item as one of the suppliers was personally known to them and they took no part in the decision.

09204 – Cllr Morris had asked to be allowed to make a statement. The Chairman allowed this and his and other members' comments were **NOTED**.

15. **Date of the next meeting.**

The next meeting is scheduled for Tuesday 14th July 2009 commencing at 8pm.

There being no further business, the meeting was declared closed at 11.05pm.

Signed

Date

Appendix A/0906

Details of planning responses to be attached to full Council minutes for June 2009

Planning Committee Meeting: 14th May 2009 – 5 applications were reviewed.

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

GMG/09/05667/FUL - Gemma Gearing 421632

Demolition of existing bungalow & erection of 2 x 3 bed semi detached dwellings with new separate accesses & detached sheds for storage/cycle storage at Woodsyde, Warrendene Road, Hughenden Valley.

The Parish Council objects to this application as it considers that these amendments do not fully address the reasons for refusal on application 08/07582/FUL.

VJB/09/05703/FUL - Valerie Bailey 421548

Construction of first floor rear extension and front porch at Celandine, 45 Brimmers Hill, Widmer End.

The Parish Council objects to this application as it considers the proposed windows in the roof of the south elevation would constitute an intrusion on neighbours.

GMG/09/05651/FUL - Gemma Gearing 421632

Erection of detached double garage & construction of vehicular access at land adj. 155 Main Road, Naphill.

The Parish Council objects to this application. It does not address the reasons for refusal given in paragraphs 5 and 6 of the Appeal decision on the garage, ref APP/K0425/A/08/2088180. The applicant's proposed undertaking to secure the use as solely for domestic purposes could not be enforced in perpetuity.

The following applications should be approved:-

GMG/09/05716/FUL - Gemma Gearing 421632

Construction of single storey side/rear extension at 172 Main Road, Naphill.

AD/09/05731/FUL - Alexia Dodd - 421462

Insertion of window to front in connection with garage conversion at Ambleside, Pursells Meadow, Naphill.

Planning Committee Meeting: 4th June 2009 – 12 applications were reviewed.

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

AD/09/05872/FUL - Alexia Dodd - 421462

Demolish existing & provide replacement dwelling & detached garage at Greenacres, Cryers Hill Road, Cryers Hill.

The Parish Council objects to this application as this new proposal does not fully address the reasons for refusal on application 09/05337/FUL, i.e. mass and bulk and intrusion on the neighbouring property, Milverton Lodge.

VJB/09/05912/FUL - Valerie Bailey - 421548

Construction of two storey rear extension at 2 Jubilee Cottages, Naphill Common, Naphill.

The Parish Council objects to this application. The proposed extension constitutes overdevelopment of this site and the extension is out of keeping with a brick and flint cottage in the AONB. It would be an intrusion on the four adjacent properties.

GMG/09/05942/FUL – Gemma Gearing - 421632

Erection of 3x3-bed terraced houses with associated car parking and landscaping and alteration to access following demolition of existing dwelling (alternative scheme to 08/05178/FUL to allow the addition of conservatory to each of the 3 dwellings) and other alterations (part retrospective) at 1-3 Charity Cottages (Auchinyell), Downley Road, Naphill.

The Parish Council strongly objects to this list of part retrospective amendments to the original scheme which was allowed on appeal. The roof alterations significantly affect the appearance. The dormers are now higher and closer to the ridge than is usually acceptable. The original fenestration had some symmetry but this is now lacking. The removal of the chimneys results in a strangely bare roof line. The Parish Council would not accept any removal of the brick and flint detailing in the rear elevation as already permitted by the Inspector on Appeal. The front porch on No 2 is out of keeping and the storm porch is too far forward. The Parish Council objects to the conservatories as it considers this addition would be overdevelopment of this small site.

The Council has the following observations on these applications:-

AHC/09/05803/TPO - Alastair Cunningham - 421803

Crown reduce by 20%, remove dead wood & broken branches to 1 Atlantic Cedar. Crown reduce by 20% and crown lift to 3.5m to 1 Norway Maple tree at 279 Main Road, Naphill.

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

AD/09/05818/CLP - Alexia Dodd - 421462

Certificate of proposed lawfulness for construction of rear conservatory at 4 Lavender Way, Widmer End. The Parish Council has no comment on this application. However, it understands that permission may be required from Windmill Estate Maintenance Company.

GMG/09/05925/FUL - Gemma Gearing - 421632

Redevelopment of site to provide erection of chalet style bungalow and detached garage. Construction of vehicular access (alternative scheme to p/p 08/05583/FUL) at Highfield, Windmill Lane, Widmer End. The Parish Council has no objection to this application provided it complies with the 50% rule in Green Belt.

The Council has no observations on the following applications:-

MJD/09/05873/FUL - Martin Davies - 421520

Erection of two sections of 3m timber fencing on eastern site boundary and formation of silt interceptor at Oakleaf Farm, Warrendene Road, Hughenden Valley.

The following applications should be approved:-

VJB/09/05814/FUL - Valerie Bailey - 421548

Conversion for garage to living accommodation (part retrospective) at 45 Snowdrop Way, Widmer End.

ELH/09/05853/FUL - Emma Hatton - 421538

Construction of entrance walls, wooden arches and storage building (retrospective) at Magnolia Park Sports Club, Valley Road, Hughenden Valley.

AD/09/05890/FUL - Alexia Dodd - 421462

Construction of new duo pitch hipped tiled roof to garage and replacement flat roof to corridor between garage & dwelling and associated alterations at Helena, School Close, Cryers Hill.

VJB/09/05902/FUL - Valerie Bailey - 421548

Erection of a detached garage (alternative garage scheme to plot 5 of permission 08/07017/FUL) at Fairways (Plot 5) Stag Lane, Great Kingshill.

VJB/09/05931/FUL - Valerie Bailey - 421548

Construction of pitched roof to replace existing side flat roof at 3 Trees Avenue, Hughenden Valley.

End.