

HUGHENDEN PARISH COUNCIL

Minutes of the Parish Council Meeting held on Tuesday 14th July 2009 in the Council Offices at 8pm

UNCONFIRMED

1. **Present:-**
- | | |
|---------------------------|-----------------------|
| Cllr M E Ewart (Chairman) | Cllr A M Konieczny |
| Cllr A M Andrew | Cllr H L McCarthy |
| Cllr P H Crawshaw | Cllr J E Rogers |
| Cllr D L Davies | Cllr L J Smith |
| Cllr J A Gibbs | Cllr J A Whitehouse |
| Cllr I N Guy | Clerk: Mrs L M Turner |
| Cllr D G Jarman | |

There were three members of the public present.

2. **Apologies for Absence:-** Cllr Gould & Cllr Morris.

3. **Declarations of Members' Interests in Items on the Agenda.**

09205 - Cllr Rogers and Cllr Davies declared an interest in an item in 'payments'.

4. **Minutes of the previous monthly meeting held on Tuesday 9th June 2009.**

09206 – These were **RESOLVED** as a true record of that meeting and duly signed by the Chairman.

5. **Police/RAF Consultation.**

09207 – PC Lee Turnham was present and the Chairman welcomed him back. He informed members that the situation regarding parking vehicles on Warrendene Road, Hughenden Valley is receiving attention, through BCC and that youths are gathering at Cockpit Hole, Great Kingshill, rather than on the recreation ground, and the life belt has again been stolen. When found, the perpetrator will be dealt with seriously, as this action can endanger life.

The Chairman asked if any operations were planned over the summer and Lee mentioned that something is planned but he has no specific knowledge, to date. He reported that he is hoping to be back to full operational duties by the end of July.

Cllr McCarthy asked about an incident at Grange Farm, which Lee hadn't been notified about and he said he would look into it.

The Chairman thanked Lee for the information and attending and he left the meeting at 8.09pm.

6. **Matters Arising.**

09208 – 09178 - BCC Prioritisation and Funding for LCP Issues. A report had been provided by the Clerk and, after some discussion, it was **RESOLVED** to submit this as a response to BCC.

09209 – 09203 - Confirmation of details of Public meeting/consultation regarding Great Kingshill play areas. The Clerk notified members of slight changes to the response form and these were **AGREED**. It was **NOTED** that several members volunteered to deliver the Public Consultation notice to each house in the ward and the Clerk will prepare the notices for delivery. These will be done by the end of July and the pictures will be on display during August in the Parish office, on at least Mondays and Thursdays. It was **AGREED** that there will be a display at the Residents Association AGM on Sunday 20th September, with opportunities for questions and then this will be brought back to the October Council meeting, for determination. It was **FURTHER NOTED** that the Clerk will be following up on the planning implications over the next few weeks.

09210 – 09171 - Consideration of date and details for interviewing new Councillor for Hughenden Valley Ward. The Clerk notified members that there are four people interested in joining the Parish Council and it was **RESOLVED** that interviews would take place on Tuesday 28th July 2009 from 7pm onwards.

7. **Correspondence.**

09211 – 8226/09 - Mrs Powell – request for magnifying mirror at Burnham Road/Coombe Lane junction. There was some discussion on this matter and it was **RESOLVED** that the Clerk would speak to BCC regarding the criteria for this to be placed, before a decision could be reached.

09212 – 8239/09 - SLCC – Invitation for Clerk to attend National Conference on 23rd – 25th October 2009. It was **AGREED** that the Clerk would not attend conference this year.

09213 - 8240/09 - CPRE – Information on situation regarding mid Chilterns branch. The Clerk notified members that there is still no Chairman for the mid Chilterns branch, which is why there has been no particular activity in this area and this was **NOTED**.

09214 - 8242/09 - Sage UK Ltd – request to continue sagecover for Instant Payroll software at £109.25. The Clerk gave information and it was **RESOLVED** to continue with this cover.

09215 - 8248/09 - WDC response regarding issues of parking at Evington, Cryers Hill Road, Cryers Hill. The Clerk gave information to members of the response, which stated that there is nothing enforcement can do in this situation. Cllr McCarthy updated members stating that the NHS Trust Chief Executive has become involved and is working to ending these problems in the near future.

8. **Public Speaking.** There were no members of the public wishing to speak.

9. **REPORTS:-
Chairman.**

09216 – The Chairman reported that she, sometimes along with others, had attended several meetings inside (9) and outside (5) the Council during the last month. These varied from Services and Finance Committees, to Working Parties and the WDC Economic Development presentation. She also attended the opening of Princes Risborough's new memorial garden, which has taken ten years to get to this stage and the most recent function was the Prize Giving at Pipers School Parents' Day, which was very enjoyable.

The Chairman stated that there had also been a management meeting with the Clerk, for which papers were issued at the meeting, and if anyone wanted to make any comments, this should be done after the meeting, in the absence of the public and press. Cllr Rogers congratulated the Clerk on managing to finalise the amendments made on the Chairman's board.

Planning Committee.

09217 - Minutes of the Planning Committee meeting held on 25th June 2009 had been issued. In Cllr Gould's absence, Cllr Ewart mentioned the following:-

- a) 09P61 - WDC – Local Development Framework - Consultation on update of Site Allocations Development Plan Document – Cllr Gould had not had time to consider this document and it was **RESOLVED** to devolve powers to the planning committee to respond on the Council's behalf.
- b) 09P62 - Consultation on Policy on Planning Obligations for Education. It was **RESOLVED** to respond to BCC stating that this is a well thought through document and although unable to comment on the figures, this Parish Council backs the Bucks County Council aims for ensuring sufficient schools and places at all levels using developer's contributions via section 106.
- c) 09P63 – Communities and Local Government – Consultation on Greater Flexibility for Planning Permissions. Cllr Gould had not had time to consider this document and it was **RESOLVED** to devolve powers to the planning committee to respond on the Council's behalf.

As there were no other questions it was **RESOLVED** to accept the Planning Committee report. Application comments detailed in Appendix A/0907 with these minutes.

Services Committee.

09218 - Minutes of the Services Committee meeting held on 23rd June 2009 had been issued. Cllr Davies thanked the members for electing him Chairman for another year and mentioned the following:-

- a) 09S20 – Renewal of playground inspection contract. It was **RESOLVED** to continue with the quarterly inspections for a further year at a cost of £22.25 + Vat per inspection per site.
- b) 09S22 – Consideration of safety surface at Widmer End play area. Since the Services meeting, a letter had been received from Widmer End Village Hall, which had been copied to members. After some discussion, it was **RESOLVED** that the Council pay for the seat to be moved and for the alterations to the boundary for the cushionfall. A site visit would be arranged with the Ward members and the Committee representatives to discuss the provision of the ramps.
- c) 09S23 – Cost of clearance work at Templewood play area. As there were quotations to be considered, it was **AGREED** to take this item at the end of the meeting, in closed session. It was **RESOLVED** that the Council purchase the available dog waste bin from the Cockpit Hole Environmental Project at a cost of £200 and have it installed in the Templewood area.
- d) 09S25 – Tree work required at Primrose Hill amenity area. As there was a query on the quotation for this work, it was **AGREED** to take this item at the end of the meeting, in closed session.
- e) 09S28 – Consideration of P3 scheme allocation for footpath clearance. It was **RESOLVED** that the clearance work be completed, as scheduled, with the remainder of the cost being borne by the Parish Council. Cllr Rogers declared an interest in this item and took no part in the decision.
- f) 09S29 – Consideration of quotation for tree work required in Little Burnham plantation. It was **RESOLVED** that this work be completed as appropriate.
- g) 09S33 – Consideration of action to be taken on fencing at Hatches Lane field. As a quote was to be considered, it was **AGREED** to take this item at the end of the meeting, in closed session.
- h) 09S35 – Consideration of picket fencing around pavilion at Great Kingshill recreation ground. It was **AGREED** to take this item at the end of the meeting, in closed session.

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

Finance & Administration Committee.

09219 - Minutes of the Finance & Administration Committee meeting held on 7th July 2009 had been issued. Cllr Konieczny thanked members for electing him Chairman and mentioned the following:-

a) 08FA19 – Consideration of annual grants to local organisations – It was **RESOLVED** to pay the following grants to local organisations:-

Great Kingshill Residents Association - for magazine	£ 385
Hughenden Valley Residents Association - for magazine	£ 385
Naphill & Walters Ash Gazette - for magazine	£ 385
Speen & North Dean News - for magazine	£ 385
Widmer End Residents Association - for magazine	£ 385
Great Kingshill Village Hall - for hall	£ 500
Hughenden Valley Village Hall - for hall and playing field	£ 840
Naphill Village Hall - for hall and playing field	£ 840
North Dean Village Hall - for hall and playing field	£ 840
Widmer End Village Hall - for hall and playing field	£ 840
Great Kingshill Cricket Club – for ground maintenance	£ 785
Hughenden Valley Boys Football Club – for ground maintenance	£ 685
Widmer End United Junior Football Club – for ground maintenance	£ 685

Cllr Whitehouse declared an interest in the grants for newsletters and Cllr Davies declared an interest in the grant for Great Kingshill Cricket Club and they took no part in this decision.

b) 09FA22 – Southern Electric – request for renewal of agreement to supply electricity to the garden of rest, which amounted to approximately £100 over two years. This was **RESOLVED**.

c) 09FA23 – Chiltern Society – request annual subscription renewal of £25. This was **RESOLVED**.

d) 09FA24 – Consideration of funding for Great Kingshill play areas. It was **RESOLVED** that these play areas be funded through the precept, using reserves from 2009-10, if necessary, which will be replaced through the precept in 2010-11.

e) 09FA25 – Consideration of payment of printing allowance for members. After a lengthy discussion **RESOLVED** that an allowance of £40 towards the cost of printing and use of personal computer/broadband be paid to each member for the 2009/10 financial year and that each member would provide receipts to the Clerk during the year to cover the cost of this reimbursement.

f) 09FA26 – Consideration of date, content and organisation of Autumn public meeting. It was **RESOLVED** that a meeting would be held in October/early November in the Great Kingshill ward. The Clerk will invite WDC’s Alistair Nicholson or Jerry Unsworth to come along and speak and it was **AGREED** that there would be a presentation on the working of the Council, particularly with regard to expenditure.

As there were no other questions it was **RESOLVED** to accept the Finance & Administration report.

County and/or District Councillors.

09220 – Cllr Pushman apologised for arriving late in the meeting and thanked the Chairman for allowing this item to be taken out of order on the agenda. He then went on to mention the printing allowance made to members and asked that they remember that it is an allowance, not an expense, which would require receipts. He stated that parishioners do realise the difference and accept that there are on costs, not just printing, that are the direct result of email usage for Council paperwork, in order to abide by the e-gov directive from Central Government. He then mentioned that there is a problem with illegal access points in North Dean, that he is dealing with and that the highway ‘gangs’ do not always have enough items highlighted in each area, so he reminded everyone to let the Clerk know when there are highways issues so that these can be reported and acted upon.

Cllr Pushman left the meeting at this point at 9.38pm.

Report by Councillors serving as representatives on Outside Bodies. None.

Reports from Residents' Associations.

09221 – Widmer End – Cllr Guy reported that their AGM on 8/7/09 and thanked Cllrs Ewart and Davies for attending and adding to the discussions. One thing that was decided at the Committee meeting after the AGM was that they will no longer be pursuing the Village Design Statement, as there appears to be little benefit for their area. It was mentioned that there had been no further work by the Clerk on the Charity Commission issue on allotments.

Reports from Working Parties.

09222 - Strategy – The Clerk had provided a paper from the meeting on 1/7/09 and after a short discussion it was **RESOLVED** that the Clerk would write to BCC informing them that the Parish will not be pursuing devolved services at present, as the current system is working well.

09223 – Highways – The Clerk had provided a paper from the meeting on 9/6/09 and after a short discussion it was **RESOLVED** that the Clerk write to BCC informing them on the outstanding requirements for the Parish and asking for updated implementation information on the outstanding issues.

Reports from Working Groups. None.

Parish Action Plan – Updates:

09224 – 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.

09225 – The Clerk had provided a report for members of her workload and actions taken during the last month and this was **NOTED**. Cllr Ewart thanked the Clerk for the changes that she had incorporated in respect of confirming the maintenance work completed during the last month, which was helpful. It was **NOTED** that the Clerk will be taking annual leave from 17/8/09 to 2/9/09, when the office will be staffed on Mondays and Thursday, by the Clerical Assistant.

10. **Reminder of Future Meetings.** None.

11. **Payments.**

09226– The following invoices had been received since the last meeting and were **RESOLVED**:-

a) HM Revenue & Customs – Tax and NI for June salaries	£ 841.48
b) SR Farm Contract Services–garden of rest/tap repair/clearance/mow ponds	£ 2,430.00
c) Verdant Group plc – grass cutting as per contract	£ 1,744.73
d) Toilets+ Ltd – toilet hire at burial ground	£ 165.60
e) SDK Environmental Ltd – dog bin emptying in Parish	£ 322.37
f) C Gant – tree maintenance work at Pipers pond/Templewood/Cockshoot wood	£ 2,219.50
g) B J Turney – first cut of pavement side hedges	£ 200.00
h) Spruced-Up Ltd – removal of fish from Vincent’s pond and allotment clearance	£ 1,911.88
i) Buildbase – plumbing parts for allotment tap repair	£ 12.94
j) Briants of Risborough – post & concrete for gate repair at North Dean allotments	£ 50.02
k) Alchemille – supply plants for garden of rest	£ 46.70
l) ABA (Construction) Ltd – quarterly playground inspections	£ 149.04
m) Wycombe District Council – annual RoSPA inspections/waste collection	£ 544.42
n) Mike Henson Presentations Ltd – changes to pages on website	£ 132.25
o) Swift Digital Services – copier charge for copier/printer	£ 58.45
p) Southern Electric Contracting – quarterly maintenance/repair/replace brackets	£ 3,542.86
q) British Gas – supply for office	£ 132.40
r) Southern Electric – energy supply for street lighting & garden of rest	£ 719.96
s) SLCC – 2 copies of 8th edition of Charles Arnold-Baker	£ 111.20
t) Country Supplies – bark for flower beds at garden of rest	£ 29.99
u) A M Davies & Son – annual storage facilities at Hatches Farm	£ 500.00
v) D Carpenter – signwriting for amendments to Chairman’s board	£ 245.00

It was **NOTED** that £2,672 of item (p) for Southern Electric Contracting was a one-off payment for the changes to the pole brackets on the street lighting at Widmer End.

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

09227 – The following payments had been made since the last meeting and were **RESOLVED**:-

a) Salaries for June	£ 2,401.06
b) British Telecom – telephone and broadband charges	£ 66.84
c) Molly Maid - Office cleaning 11/6/09 & 25/6/09	£ 42.00
d) SDK Environmental Ltd – removal of wasps nest at North Dean allotments	£ 44.00
e) WDALC – training event on ‘Planning for Emergencies’ – 18/7/09 (Cllr Guy)	£ 10.00
f) Studley Green Garden Store – tub for new ashes bed at garden of rest	£ 20.00
g) Mrs L Turner – mileage expenses for June	£ 25.24
h) Clearview – window cleaning in office on 23/6/09	£ 15.00
i) Co-operative - refreshments for meetings	£ 15.49
j) Woodhall Sports Trophies – engraving Chairman’s chain	£ 15.00

12. **Monies Received.**

09228 - The following monies had been received since the last meeting and were **NOTED**:-

a) Burials – (1 ashes /2 plaques)	£ 280.00
b) HSBC – Bank interest	£ 6.07

13. **Other Matters.**

09229 – Consideration of leaflet on Parish Council to be made available as appropriate. It was **AGREED** that the date of the precept would be inserted and changed as appropriate. It was **NOTED** that this could be made available through the village halls and other appropriate venues and the Clerk was thanked for her initiative on this project.

09230 – It was **RESOLVED** that the Chairman and/or Vice-Chairman be empowered to approve cheques for signing, and to take any action necessary, during the summer recess, to be ratified at the full Council meeting in September.

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. The meeting was closed at 10.07pm.

09231 - Consideration of quotations for outside decoration of the Parish office. Information had been given to members and after a short discussion, it was **RESOLVED** that SC Gibbons be contracted to do the work as soon as possible.

09232 - Consideration of cost of work required on Parish Council name plate on office building. Information had been given to members and after some discussion it was **RESOLVED** that Kenward & Sons be asked to replace the current plaque and insert it into the wall.

The Chairman then took the outstanding item from the Services Committee report:-

09233 - c) 09S23 – Cost of clearance work at Templewood play area. After some discussion, it was **RESOLVED** that this work be completed as soon as possible by S&S Garden Services., retaining the gate and grid for other use.

09234 - d) 09S25 – Tree work required at Primrose Hill amenity area. The Clerk informed Cllr Andrew of the amount quoted for this work and she asked about the amount of tree work being done in the last few months. Cllr Davies and the Clerk explained about the overall plan for the trees within the Parish and this was **NOTED**. It was then **RESOLVED** that this work be undertaken as soon as possible, as appropriate.

09235 - g) 09S33 – Consideration of action to be taken on fencing at Hatches Lane field. It was **RESOLVED** that this work be completed, with the costs to be split three ways, between the Council, the tenant and the neighbouring landowner.

Cllr Davies declared an interest in this item, left the meeting and took no part in the decision.

09236 - h) 09S35 – Consideration of picket fencing around pavilion at Great Kingshill recreation ground. It was **RESOLVED** that permission for the fence be given and that, as the land is owned by the Parish Council, this work be carried out by the Council and a donation of £700 be requested from the Cricket Club.

Cllr Davies declared an interest in this item, left the meeting and took no part in the decision.

09237 - Consideration of report from Joint Meeting regarding Queensway land. Papers had been provided and, after some discussion, it was **RESOLVED** that this Council agree, in principle, to the land being used for allotments, subject to the conditions contained in the documents from Chepping Wycombe Parish Council.

09238 - Consideration of response regarding rural affordable housing. The Clerk provided a copy of information from Hastoe Housing as to site choice and it was **AGREED** to ask Hastoe and ERHA to meet with the Council on 4th August 2009 at 7pm to discuss options in this issue.

The Chairman re-opened the meeting at 10.29pm.

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

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

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

There being no further business, the meeting was declared closed at 10.30pm.

Signed

Date

Appendix A/0907

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

Planning Committee Meeting: 25th June 2009 – 11 applications were reviewed.

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

VJB/09/05963/FUL - Valerie Bailey - 421548

Construction of vehicular access from Stag Lane (alternative access scheme to plot 1 of pp 08/07017/FUL) at Fairways (plot 1), Stag Lane, Great Kingshill.

The Parish Council strongly objects to this application. The permission given under 08/07017/FUL clearly states that 'there should only be one access for the five houses onto Stag Lane.' The proposed new access and parking of cars in front of plot 1 would have an adverse effect on the street scene and would be totally inappropriate in the AONB.

ELH/09/06081/FUL - Emma Hatton - 421538

Erection of 1x1 bed dwelling with associated parking (alternative scheme to pp 08/07263/FUL) at 238 Main Road, Naphill.

The Parish Council strongly objects to this application for a one bedroom dwelling. A pair of semi detached houses would, in effect, become a terrace. This proposal would result in overdevelopment of the site, would be an intrusion on neighbours and have inadequate parking.

AD/09/06101/FUL - Alexia Dodd - 421462

Change of use from A1 (shops) to A3/A5 (Restaurants and Cafes/Hot Food Takeaway) at 1 Windmill Parade, Georges Hill, Widmer End.

The Parish Council has strong objections to this application as it does not address the reasons for refusal on 09/05016/FUL. If minded to approve, the Parish Council would ask that this application is considered by the Development Control Committee.

GMG/09/06114/FUL - Gemma Gearing - 421632

Erection of 1 x 3 bed dwelling with detached garage in the land at the rear of Cricketers Rest, Missenden Road, Great Kingshill.

The Parish Council objects to this application as the size, scale and height of the dwelling is inappropriate development in the AONB. It considers that this is not a bungalow and it could result in intrusion on neighbouring properties.

The Council has the following observations on these applications:-

AD/09/05996/FUL - Alexia Dodd - 421462

Change of use of existing A1 premises (ground floor only) to D2 (fitness place) at 1 Windmill Parade, Georges Hill, Widmer End.

The Parish Council has no objection to this application provided there are suitable parking arrangements and that the hours of opening would not be an intrusion on neighbours.

AD/09/06073/FUL - Alexia Dodd - 421462

Construction of part single storey, part two storey side and rear extensions, 1.5m high wall and associated external alterations at Long Runnets, Pipers Lane, Great Kingshill.

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

The following applications should be approved:-

VJB/09/05952/FUL - Valerie Bailey - 421548

Construction of single storey front extension and associated external alterations at Swanfield House, Cryers Hill Road, Cryers Hill.

VJB/09/06019/FUL - Valerie Bailey - 421548

Insertion of eyebrow window and roof light at 44 Trees Road, Hughenden Valley.

VJB/09/06047/FUL - Valerie Bailey - 421548

Construction of first floor side / rear extension, new pitched roof over front garage projection and external alterations at 34 Main Road, Naphill.

RH/09/06083/FUL - Robert Harrison - 421641

Provision of part two storey / part single storey new Junior Ranks Mess and rebuild of SNCO kitchen to include demolition of SNCO single living accommodation and provision of additional car parking (alternative scheme to pp/09/05339/FUL) at Sergeants Mess, RAF High Wycombe, Main Road, Walters Ash.

GMG/09/06088/FUL - Gemma Gearing - 421632

Construction of single storey front, side and rear extension and conversion of existing garage to form habitable living space at Ambleside, Common Road, Great Kingshill.

End.