



## **Little Missenden Parish Council**

### **Minutes of Council Meeting held on 22<sup>nd</sup> January 2018**

#### **At Rossetti Hall Holmer Green**

The meeting commenced at 7.30pm.

#### **Attendees:**

Cllr. Dominy – in the Chair

Cllrs. Geraghty, Marzouk, Whitten, Fallon, Spiller, Giles, Baker, Vigart

#### **1. Public Forum**

One member of the public attended to observe the proceedings.

#### **2. Apologies from Councillors**

Cllrs Burke, Rawbone C. Cllrs: Birchley,

#### **3. Declarations of Interest**

None

#### **4. Minutes of Last Meeting**

Agreed and signed as a true copy.

#### **5. Actions Schedule**

Updated

#### **6. County Councillors**

Cllr Isobel Darby

**Cllr Darby** advised that the Ofsted report re children's services will be published on 29<sup>th</sup> January 2018. Budgets are currently being review and set for the coming year 2018/19. Cllr Darby thanked Cllrs Marzouk and Fallon for the hard work they have done is helping to set up the Holmer Green Village Society.

**Cllr Mike Smith** advised that there have been problems with the upgrading of the car park at Amersham Station and that this has delayed the completion date. Cllr Geraghty raised concerns regarding this and stated that parking in the area has proved very difficult and has affected the retail outlets in Amersham. Apparently, C. Cllrs and D. Cllrs are aware of the

problems and are looking to mitigate. Cllrs were invited to nominate individuals for the Community Awards.

## **7. District Councillors**

D.Cllr Isobel Darby (as above) D Cllr Mike Smith

Cllr Smith and D Cllr Darby left the meeting at 07.45pm

## **8. Chairman's Report**

8.1 Council **agreed** that the initial response from Police and Crime Commissioner Anthony Stansfield was unacceptable in light of the problems raised and the Council felt that this should be copied to our MP, Dame Cheryl Gillan with a letter expressing our concerns.

8.2 Chairman advised that updated versions of the Good Councillors Guide had been purchased and were available in the Clerks Office for Councillors to read and digest.

8.3 Chairman advised that the Clerk had now taken on the responsibility of RFO for the Council.

8.4 Chairman thanked Cllrs Fallon and Marzouk for the hard work in setting up the Holmer Green Village Society

## **9 Individual Committee Reports**

### **A) Chairman of Planning**

#### **CH/2017/2325/FA**

New single storey extension with open porch. 46 Walnut Way Hyde Heath Amersham Buckinghamshire HP6 5SD

#### **No Objections**

9 A1 Cllr Giles advised on the response from CDC re Local Plan Objections.

9 A2 Cllr Giles advised on the current situation regarding the Deep Mill service station site and Sprighaven enforcement issues. Council **agreed** that the Clerk will follow this up in February after the scheduled court hearing on the 7<sup>th</sup> February.

9 A3 Cllr Giles advised regarding a letter re Infrastructure Priorities received from BCC. Advised that Holmer Green would need to identify suitable sites and report using the form presented in 9A

9 A4 List for Infrastructure Priorities.

#### **HS2**

In view of recent events regarding the contractor Carillion it was advised that the contractor Kier has taken over some of the local contracts for HS2.

The Council requested that the Clerk chase up HS2 in respect to the questions raised at the meeting on November 1st 2017 which so far have remained unanswered and also to ask the Hyde Heath HS2 representative if he has yet drafted a follow up document.

## **B. Chairman of Finance**

9B 1-4. The Bank Reconciliation, Bank Statement, Unpresented Payment statements and Income and Expenditure statements for December 2017 approved.

9B5 Budget requirements for 2018-19 were discussed – to be finalised in March 2018.

9B6 Council **approved** a request from Cllr Dominy for 2 litter bins to be purchased for Little Missenden at a cost of £450.00 Clerk to raise the Purchase Order.

9B7 Chairman of Finance – Cllr Vigart advised that the Bank Mandate will need to be changed as he could no longer be a signatory. Cllr Vigart advised that he was offering his resignation from the Parish Council with effect from 23<sup>rd</sup> January 2018.

## **C. Chairman Open Spaces**

9C1 Additional expenditure of £102.86 **approved** by Council for the replacement of the poles for Little Missenden Swings.

9C2 Cllr Vigart advised that there are available funds in the budget for 2018/19 to address the problem of the nettles and weeds at Holmer Green and Little Kingshill. Currently awaiting quotes from contractors.

9C3 Council advised that three (3) quotes need to be obtained for an outlay of this amount for installing playing surfaces at Hyde Heath and Little Missenden before it could be discussed in full. Also, quote needed for Little Kingshill as a separate quote had been requested to include moving some equipment. Cllr Vigart advised that there are insufficient funds available in the 2017/18 budget for this work to be undertaken but will now feature in the 2018/19 budget.

9C4-10 Cllr Marzouk advised Council that he has obtained several quotes for the work required for Holmer Green pond. Council **agreed** that work could be commenced in this financial year and a budget of £4000 was **agreed**.

## **10. Clerk's Report**

10.1 Council **agreed** the purchase of a new office chair for the Clerk at a cost of £57.99 + VAT – Clerk to action. The Clerk confirmed that the new office computer equipment was in good working order.

10.2 Clerk reported on the requirements needed for a Data Protection Officer and that the person who would be ultimately responsible could not be the Clerk due to conflict of interest issues. Clerk agreed to investigate how other Parish Councils are going forward with this

10.3 Annual Subscription Open Spaces £45 **agreed.**

10.4 Annual Subscription FiT £50 **agreed.**

10.5 Note of thanks from Holmer Green Church – noted

10.6 It was **agreed** by Council that further contact be made with TfB regarding the salt bin in Little Kingshill to try and get it moved to Hyde Heath.

10.7 The Council **agreed** that a Purchase Order be raised in the sum of £3342.96 for the next stage of streetlight upgrades

10.8 It was **agreed** that the Clerk would arrange a meeting with Rosie Taylor from TfB and invite interested parties from the Parish Council to attend.

10.9 The Clerk confirmed that the Financial Regulations had been updated and Council notified. Future updates to other Council Regulations will be undertaken on a monthly basis.

#### **11. Councillors' items for discussion and, where necessary, approval**

11A Cllr Fallon presented a draft of a Dignity at Work document being used by other Parish Councils. The Council **agreed** to accept the proposal.

11 B **Website** Cllr Whitten presented the new website to the Council, the Council **agreed** the full design and Cllr Whitten will now contact the web designers in respect to going live with site as soon as possible.

The Council expressed its thanks and gratitude to Cllr Whitten for the amount of hard work that had gone into creating the site.

#### **12. Rossetti Hall**

It was agreed by Council that the sum of £2,000 be made available to the Rossetti Hall Committee in the financial year 2018-19 to assist in the upkeep and maintenance of the hall and specifically for a replacement boiler.

#### **13 Youth matters.**

Nothing Advised

#### **14. (F) Local Area Forum**

Next meeting 31<sup>st</sup> January 2018

**As there being no further business, the meeting concluded at 21.45**

**Dates of next Meetings.**

**Planning:** Monday 5<sup>th</sup> February 20.18 at Rossetti Hall commencing at 7.30pm

**Council:** Monday 19<sup>th</sup> February 2018 at Rossetti Hall commencing at 7.30pm

**Signed as an accurate record of the meeting**

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**Cllr J Dominy - Chairman**