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Little Missenden Parish Council

Minutes of Council Meeting held on 20th August 2018

At Rossetti Hall Holmer Green

The meeting commenced at 7.30pm.

Attendees: Cllrs : Scotchbrook, Burke, Spiller, Baker, Marzouk, Thirsk, Geraghty

Cllr Whitten– in the Chair

1. Public Forum

No residents attended.

2. Apologies from Councillors

Cllrs : Carutthers, Fallon and Rawbone.

3. Declarations of Interest

None

4. Minutes of Last Meeting

Agreed and signed as a true copy.

5. Actions Schedule

Updated

6. County Councillors

None Present

7. District Councillors

None Present

8. Chairman's Report

1. Feedback from meeting with TfB 25/7/18. The Chair and Cllr Fallon had met with TfB representatives. Several items raised are being investigated by TfB and this was noted by Council.

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2. Cllr Fallon had expressed an interest in the Vice Chair vacancy for Planning and **Council agreed** to this. It was also **agreed** by Council that Cllr Whitten would now take on the position of Chair of Planning.

3. Report on Meeting with HS2 representative on 13th August 2018. The Chair and Cllrs Scotchbrook and Carruthers met with HS2. The purpose of the meeting was for LMPC to be updated on the present situation and also going forward as works are now in progress. Also discussed was the funding available to local Parishes. Council noted the content of the report. This link with HS2 will become more active going forward with the establishment of an HS2 Working Group

4. Feedback from the meeting on 14th August 2018 regarding Open Spaces. The contents of the report were noted by Council and as agreed between all parties following the meeting held in March 2018 with all relevant parties, Open Spaces will open conversations with Little Kingshill residents and Ward Councillors on the new project following the completion of work at Hyde Heath in September. Objections/Comments from Cllr Marzouk were noted by Council.

5. Photo shoot at Hyde Heath. On 31 July 2018 the Chair attended a photo shoot to mark the completion of the installation of the 20mph signs at the request of representatives of Hyde Heath organisations who had made donations towards this.

6. Meeting with Align and 3-Parishes. The Chair reported on her liaison with the Chair of The Lee PC regarding attending the 3-Parishes meetings in respect of HS2. Following this an invitation has been extended for a LMPC representative to attend a meeting on 16 October 2018. In addition the Chair has also been in contact with Align, the contractor responsible for the ventilator shaft which will be built at Little Missenden and a meeting has been arranged for 28 August 2018 to ascertain the current and ongoing situation.

7. Dragon Cottage Surgery Holmer Green. The Chair had made representations to the NHS regarding the unsatisfactory situation regarding the surgery. The Chair will also write to the Clinical Commissioning Group (CCG) and local MPs the Rt Hon Dame Cheryl Gillan and Steven Baker expressing the concern of LMPC.

9 Individual Committee Reports

- A) **Chairman of Planning**
Current Planning Applications for comment

PL/18/2677/FA

Grey House Beamond End Lane Beamond End Buckinghamshire HP7 0QT Single storey rear extension, extending and enlarging of garage to habitable accommodation with front, rear and side extensions linking it to the house. Removing the front porch/door and creating a new side entry.

No Objections

Enforcement Issues

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None

2. HGSA Lease. Cllrs Whitten and Geraghty met with Martin Little of HGSA on 16 August 2018 to discuss their request for a lease extension to enable their application for charitable status. Cllr Whitten to discuss with Chiltern District Council to understand the legalities in extending the lease LMPC has with CDC and how this could impact on HGSA.

3. HS2 – The Rt Hon Dame Cheryl Gillan MP has written to the clerk advising on funding available from HS2 – Cllr Whitten to follow this up with other local Parish Councils. Clerk to respond and thank for information.

B. Chairman of Finance

1. The Bank Reconciliation, Bank Statement Unpresented Payment statements and Income and Expenditure statements for July were reviewed and approved.

2. June reconciliation is still under review. This has been presented with a suspense account to balance and is being investigated within the finance team of Chair, Vice Chair of Finance and RFO. It is expected to be resolved shortly.

Cllrs Baker and Burke (Chair and Vice Chair Finance) presented to the Council a revised budget for deliberation together with the new coding system for the accounts package. Council **agreed** with the proposed changes to simplify the process. Scribe training is due to take place in August and these updated figures and codes will be implemented.

C. Chairman Open Spaces

1. Dog bins. The Clerk is to contact CDC to confirm locations of the dog bins they currently empty with a view to relocating the bins where necessary. This is in light of the information recently received from CDC that dog waste can be put into general waste bins.

2. Replacement Tree in Earl Howe Road. It was **agreed** by Council to purchase a Heavy Standard Cherry Tree 12-14cm- girth and 3.5-4.0 m high at a cost of **£280.00**. **Clerk to raise purchase order with Ridgeway Woodlands.**

3. The annual Tree Survey was noted by Council

4. Goalpost Socket in Little Kingshill. Due to the recent dry weather conditions a part of the old metal goal socket has risen above ground surface and is a H&S risk. It was **agreed** that Chesham Town Council will remove this at a cost of **£65 + VAT - Clerk to action.**

5. It was **agreed** by Council that the Chair of Open Spaces will speak with Hughenden Football club about regularising an agreement in respect of them using the Common at LKH for matches.

6. Cllr Burke advised that the installation works will commence at Hyde Heath Play Area on 12th September and should take about 4 days. The surfacing at Little Missenden Play Area will follow.

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10. Clerk's Report

1. Clerk advised a meeting room bookings system is being created.
2. Standing Orders update has been presented to Council. All Councillors are required to sign the appropriate form and return to the Clerk forthwith.
3. Privacy Policy update has been presented to Council. All Councillors are required to sign the appropriate form and return to the Clerk forthwith.
4. Bank Mandate – signed.
5. Councillors were reminded that the new email addresses need to be actioned and the Clerk to be advised once this is done. Once all emails are active relevant bodies will be advised i.e. CDC, TfB etc.
6. The Clerk advised that we currently have two vacancies within the Parish Council, one in Little Kingshill due to the retirement of Cllr Giles. Cllr Whitten – Chair of the Council advised that she had written to Mr Giles on behalf of LMPC thanking him for his expertise and hard work over the years. The Holmer Green vacancy is due to Cllr Werbiski standing down. Acknowledgement of her time with the Council was noted.
7. The Clerk advised that the Best Kept Village has been announced and Little Missenden, as the only Ward entrant was unfortunate in not being placed.
8. The Salvation Army have sent a request for permission to place a material bank on Rossetti Hall car park. Council declined this due to the capacity of the area in question. Clerk to respond.
9. Little Kingshill church has requested a grant towards the upkeep of the graveyard. Council **agreed** a grant of £250. Clerk to raise payment.

11. Councillors Items for Discussion and where necessary, approval

1. Quotes to be obtained to replace the damaged posts at Little Missenden Green.
2. Memorial bench for Annie Bazzard in Little Missenden Play area was **agreed**. LM residents to pay for the bench and fitting. Clerk to place order.
3. Trees at Little Missenden – OS to inspect
4. Sponsorship of Planter with memorial plaque –Stevens Garage - **Agreed by Council**
5. Temporary Signage – Some of the changes were **agreed by Council**.
6. Remembrance plaque on seat by Holmer Green pond – **Agreed by Council**
7. Street Lighting Survey – This has been completed and reported back to Council OS to obtain quotes for the work to be completed.

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12. Rossetti Hall

Nothing advised

13. Youth Matters

Nothing advised

14. Local Area Forum

Nothing advised

As there being no further business the meeting concluded at 21.55

Dates of next meetings.

Planning: Monday 3rd September 2018 commencing at 19.00 at **Hyde Heath Village Hall – Followed by Hyde Heath Open Meeting 20.00.**

Council: Monday 17th September 2018 commencing at 7.30pm at Rossetti Hall.

Signed as an accurate record of the meeting

..... Date

Cllr Whitten - Chairman