



Little Missenden Parish Council

Minutes of Council Meeting held on 21st May 2018

At Rossetti Hall Holmer Green

The meeting commenced at 7.30pm with the election of the Chairman for 2018 - 2019

Attendees:

Cllr Whitten – in the Chair.

Cllr: Rawbone, Spiller, Giles, Fallon, Baker, Burke, Marzouk, Thirsk, Scotchbrook, Carruthers. D Cllr Smith . C Cllr Birchley joined the meeting at 7.45pm

Elections of Officers:

Cllr Whitten (**Chair of the Council and Vice Chair of Planning**) Cllr Geraghty (**Vice Chair and Rossetti Hall Representative**) Cllr Baker (**Chair of Finance**) Cllr Burke (**Vice Chair of Finance and Chair of Open Spaces**) Cllr Spiller (**Vice Chair of Open Spaces and Rossetti Hall Representative**) Cllr Giles (**Chair of Planning**) Cllr Fallon (**NAG representative and LAF representative**) Cllr Thirsk (**LAF Representative**) Cllr Carruthers (**Youth representative**)

1. Public Forum

No residents attended.

2. Apologies from Councillors

None

3. Declarations of Interest

None

4. Minutes of Last Meeting

Agreed and signed as a true copy.

5. Actions Schedule

Updated

6. County Councillors

C.Cllr Birchley advised Council that the road surfacing for Hyde Heath has been completed and recognised that still further needs to be done within the Parish. Weedon Hill is due for repair and C.Cllr Birchley advised that she is actively chasing TfB regarding the state of the roads within the Parish. Bucks County Council have completed year end under budget. C.Cllr Birchley also advised that responses to the Secretary for State regarding the Single Unitary Council needs to be submitted by 25th May 2018 and said that it would appear that there will be one council rather than two. BCC had received a good rating from Children's Services Inspectors at a Children's Home in Aylesbury. Schools had performed well and discussions had taken place regarding increasing the size of grammar schools. C.Cllr Birchley left the meeting at 8.00pm

7. District Councillors

D.Cllr Smith advised that an application for better parking facilities at the school in Hyde Heath has been submitted to the Secretary of State via D.Cllr Varley.

Chiltern Community Grants Scheme is now open for applications

8. Chairman's Report

1. Cllr Whitten welcomed the new Councillors to the Parish Council. Cllrs Thirsk, Carruthers and Scotchbrook
2. Cllr Whitten advised Council that too many emails are being copied into the Clerk which are unnecessary she advised that Councillors should refrain from copying everybody in on emails unless it is a specific reason.
3. Cllr Whitten reminded Councillors that they need to complete the Electoral Reform Services Parish Poll by 22nd May 2018 at noon.

9 Individual Committee Reports

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

CH/2018/0616/SA

Application for a certificate of lawfulness for proposed: single storey rear extension | 46 Copners Drive Holmer Green Buckinghamshire HP15 6SG

No Comment

Enforcement Issues

Nil

(ii) HS2

Nothing further noted

B. Chairman of Finance

1. The Bank Reconciliation, Bank Statement Unpresented Payment statements and Income and Expenditure statements for April were reviewed and approved
2. Appointment of Lucy Coppen as Internal Auditor for 2018/19 was agreed
3. The resolution regarding match funding for future play area schemes was agreed

C. Chairman Open Spaces

1. Cllr Burke presented to the Council a list of essential maintenance tasks that needed to be undertaken within the Parish. A sum of £1200.00 was **agreed** by Council. Cllr Burke and the Clerk to liaise regarding quotes.
2. Annual Tree Survey. Cllr Burke presented an updated form to Council to cover the Annual Tree Survey. This was **agreed** by Council
3. Replacement of poles at Little Missenden Play- Junior swings. Cllr Burke advised Council that due to delays in getting the poles exchanged and re-delivered extra costs have been incurred and Council **agreed** that the extra cost of £110 be paid to Lapa Poles and that the expenditure agreed in 2017-18 for the installation to be done by Amersham Town Council be further agreed. Council **agreed** to this.
4. Pressure washing play surfaces. Cllr Burke advised the surfaces needing doing were Hyde Heath and Pipers Wood and Little Missenden. This was **agreed** by Council
5. MVAS It was **agreed** that the current supplier be asked to extend the Contract for 3 months also to requote for 2018/19. Clerk to also obtain quotes from other sources.

10. Clerks Report

1. The Clerk advised Council regarding the safety checks on all play areas. Specifically, the roundabout at Little Kingshill where a child had fallen off. The Clerk confirmed that in addition to the weekly checks at all play areas a quarterly check on all equipment in play areas in the Parish had taken place on 23rd April, Cllr Spiller confirmed that he had checked the equipment immediately the Council had been informed of the incident on 11th May and RoSPA had inspected all play areas on the 14th May. No fault had been found with the roundabout at Little Kingshill. Cllrs for Open Spaces will present the full RoSPA report at the next meeting.
2. The Clerk confirmed that after several complaints from residents which she had forwarded to Thames Valley Police, the abandoned car in Earl Howe Road has now been removed.
3. GDPR – The Clerk updated the Council on GDPR and the new Privacy Policy and confirmed that all allotment tenants have been contacted.

11. Councillors Items for Discussion and where necessary, approval

1. Unitary Authority for Buckinghamshire – Letter to Secretary of State. Council **agreed** with the draft and the Clerk will send the letter on 22nd May.
2. Assistant Clerks vacancy – Council **agreed** the job description and salary scale.

12. Rossetti Hall

1. Cllr Rawbone updated the Council to the tasks outstanding within the hall.

2. Income and Expenditure to March 31st 2018 was reviewed and accepted.

13. Youth Matters

Nothing Advised

14. Local Area Forum

Council were advised that there is still money available within the LAF for local submissions not traffic related, the deadline is August 2018.

As there being no further business meeting Concluded at 10.15pm

Dates of next meetings.

Planning: Monday 4th June 2018 commencing at 7.30pm at Rossetti Hall.

Council: Monday 18th June 2018 commencing at 7.30pm at Rossetti Hall.

Signed as an accurate record of the meeting

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Cllr Rita Whitten - Chairman