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Little Missenden Parish Council

Minutes of Council Meeting held on 19th November 2018

At Rossetti Hall Holmer Green

The meeting commenced at 7.30pm.

Attendees: Cllrs Scotchbrook, Burke, Spiller, Fallon, Marzouk

Cllr Whitten– in the Chair

1. Public Forum

Six residents attended in respect of planning application PL/18/3966/FA

2. Apologies from Councillors

Cllr Baker, Geraghty, Carruthers, Thirsk, 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

C.Cllr Birchley attended and reported that the shortfall in funds at Hyde Heath for the green path project is to be made up by the HS2 Road Safety Funding when this is up and running. She again thanked Cllrs Burke and Spiller for the amount of work they had put into the Hyde Heath Project. C.Cllr Birchley also reported on the Single Unitary Council. C.Cllr Birchley left the meeting at 7.40pm.

7. District Councillors

D Cllr Mike Smith attended and updated Council on the new Amersham Multi Storey car park. This has now almost reached completion and is due to open officially w/c 26 November 2018. He also advised that on 1st December there will be free parking in Amersham which will include the new multi storey. D Cllr Smith left the meeting at 7.40pm.

DRAFT

Due to the number of residents attending regarding Planning Application PL/18/3966/FA it was considered prior to the meeting continuing.

PL/18/3966/FA

Erection of two dwellings, with vehicular access, parking and amenity space, and the re-ordering and enlargement of the church car park with amendments to access position. Christ Church The Common Holmer Green Buckinghamshire.

OBJECTIONS: This application has not altered following the withdrawal by the applicants of the previous application PL/18/2437/FA and our objections at that time remain relevant: namely the proposed development shows access via Churchside which is a private drive for 5 properties and is not in the ownership of the applicants. There are many anomalies and inconsistencies within the D&A statement a number of which are the site location plans which indicate a site area beyond the ownership of the applicant. There is no mention of the effect of the proposed car parking in respect of any burials which may be located in that area of the churchyard. Although the previous application was withdrawn, it is noted that the decision of the Case Officer at that time was to recommend 'refuse permission' of this proposed development both in respect of the location of the buildings and also regarding intensification of use of the existing junction between Featherbed Lane and Penfold Lane.

Residents left the meeting at 7.55pm.

8. Chairman's Report

The Chair expressed thanks to Cllr Geraghty for sourcing the poppies for the Memorial Garden for the 100th anniversary of WW1 and on her behalf also thanked those Holmer Green Cllrs who contributed to the cost. D. Cllr Titterington and Mr Franklin (Clerk's husband) were also thanked for their kind donations. Essentials of Hazlemere had given a discount on the purchase of the poppies and a letter of thanks had already been sent.

1. Cllr Whitten and Cllr Carruthers had attended the Chilterns HS2 Community Liaison Forum at CDC on 29 October 2018 and a copy of their notes had been circulated to Council.
2. Cllr Whitten advised Council that the Assistant Clerk had recently completed her probation and an appraisal had been favourably completed.
3. Cllr Whitten and Cllr Geraghty attended the Royal British Legion memorial service at Cherry Garth on 4 November 2018 and laid a wreath on behalf of the Parish Council.
4. Cllr Whitten provided feedback from the Chiltern Liaison Meeting for Town and Parish Chairman held on 5 November 2018.
5. Cllr Whitten and Cllr Geraghty attended the launch of the defibrillator at Park Parade, Hazlemere on 9 November 2018.
6. The Chair reported to Council on the Remembrance Parade in Holmer Green on Sunday 11th November. Attendance was high both at the Church and at the War Memorial. The Chair thanked Cllrs Rawbone, Geraghty and Spiller for their

DRAFT

attendance with their partners. Wreaths were laid by Cllr Whitten on behalf of the Parish Council, Cllr Geraghty on behalf of C.Cllr Darby and D.Cllr Titterington on behalf of Chiltern District Council. Wreaths were laid at Little Kingshill by Cllr Carruthers on behalf of the Parish Council, D.Cllr Varley on behalf of Chiltern District Council and Cllr Marzouk was also present. Attendance at Little Kingshill was also high for this special 100th anniversary of the cessation of WW1 hostilities

7. A meeting was held on 13 November 2018 at the request of HGVS with the Chair, Treasurer and Secretary of HGVS with Cllr Fallon in attendance and the Chair, Vice-Chair, Clerk and Chair OS of LMPC to discuss the way forward. It was agreed that in future the only points of contact will be between the Secretary of HGVS and the Parish Clerk to avoid confusion.
8. The Chair, Vice-Chair and the Clerk attended a round table meeting with Chairmen/Clerks of 9 other Parish and Town Councils on the evening of 15 November at Chesham Town Hall at the invitation of the Chesham Town Mayor to discuss Town and Parish concerns regarding the new Single Unitary Council and how local Towns/Parishes can work together and have a voice. There was broad support for the idea of setting up of a formal Chiltern Assn of Local Councils such as those already operating in Wycombe, Aylesbury Vale and South Bucks with a proposed time limit as 'Chiltern' may not be relevant in 2 years. More to follow on this as it progresses. It is not anticipated to involve any costs.
9. Cllr Whitten reported on the discussions with CCG and D Cllr Titterington on the subject of Dragon Cottage. Certain ideas have been suggested and together with D Cllr Titterington she will continue to pressure the CCG. Cllr Whitten will report back with further updates as they become available.
10. On 21 November 2018 at the invitation of the Chairman of the Three Parishes HS2 Group Cllr Whitten will be attending their HS2 meeting with contractors to cover LMPC matters. This meeting and its location have been changed a number of times and had been due to be attended by Cllr Thirsk earlier in the month. However, as Cllr Thirsk had now advised he was relinquishing his HS2 duties due to other commitments the Chair will continue to cover HS2 with Cllr Carruthers for the time-being.

9 Individual Committee Reports

A) Chairman of Planning

Current Planning Applications for comment

PL/18/3837/OA

Outline application for erection of two detached houses, improvement works to the unnamed lane and provision of associated parking and landscaping. Penn Wood House Beamond End Lane Beamond End Buckinghamshire HP7 0QT

No Comment

DRAFT

PL/18/3947/FA

Internal alterations to increase first floor area and changes to rear fenestration. | 32 Longfield Little Kingshill Great Missenden Buckinghamshire HP16 0EG

No objections

PL/18/3944/FA

Single storey front extension and erection of porch. 46 Walnut Way Hyde Heath Amersham Buckinghamshire HP6 5SD

Objection: The application states a 'single storey front extension and erection of porch'. The plans clearly indicate a ground and first floor extension and are therefore incorrect. The proposed two storey front extension is also out of character with the surrounding properties.

PL/18/3951/FA

Change of use to dwelling (Use Class C3). Dragon Cottage Surgery 35 Browns Road Holmer Green Buckinghamshire HP15 6SL

No objection to change of use. However, although the Parish Council is aware that provision of health services is not within its remit, it is greatly concerned that Holmer Green village no longer has the facility of a medical practice and will continue to work with all concerned.

Enforcement Issues

None

B. Chairman of Finance – Presented by Vice Chair of Finance Cllr Burke

1. The Bank Reconciliation, Bank Statement and Unpresented Payment statements for October 2018 were reviewed and approved.
2. The Income and Expenditure statements for October 2018 were reviewed and approved.
3. An application for an increase in the precept was **agreed** to take into account unknown factors due to the SUC.
4. A Budget Update 2018/19 was presented and accepted by Council.

Cllr Burke advised Council of upcoming maintenance issues that would need to be budgeted for in 2019/20

Planters in Holmer Green to be replaced with 4 hardwood timber planters in 2019 which have a life expectancy of 25-30 years at a cost of £3000 + VAT. The budget figure was **agreed** by Council.

DRAFT

Repairs to the Holmer Green Pond wall will need to be carried out commencing in 2019. It was discussed that due to the requirements to complete this it should be done over 4 years. Council **agreed** a budget figure of £20,000 for the entire works.

The Memorial Garden in Holmer Green requires maintenance and the position of the memorial plaque needs to be raised. Council **agreed** to a budget of £1000 for 2019.

New play surfaces are needed at Holmer Green play area as they have deteriorated badly Council **agreed** a budget figure of £20,500 for 2019.

White lines at the entrance to Holmer Green play area need to be extended. Council **agreed** the budget figure of £200 for 2019 (This project will have to be in consultation with TfB)

Little Kingshill play area, Council **agreed** a budget figure of £28,000 for a new piece of equipment inc installation and surfacing for 2019. New fencing costs to enlarge the play area will be raised by residents.

Council has been approached by TfB to take on a range of local services due to the imminent change to a Single Unitary Council. It was advised that the funding provided to LMPC for these services would not cover the level required and that Council will need to fund the shortfall. Council **agreed** an initial budget figure of £600 to fund this. Council needed to be aware that all funding may be withdrawn in the future due to cost cutting by the Unitary body.

C. Chairman Open Spaces

1. Cllr Burke advised the Council that he had received reports and papers regarding devolvement of responsibilities for works to Parish Councils and that it was certain that we would have to take on a number of extra services. TfB has stated that what is currently provided by them is not of a high standard and is likely to decline. LMPC would be able to manage these services in the same manner as grass and hedge cutting by annual service/performance agreements with our contractors. There will be a financial implication for the Council which is covered under Finance and Budget for 2019 above.

2. The allotment report was viewed by Council and Cllr Burke thanked the Asst Clerk for her work in taking on the allotments. Some vacant allotments have been rented and monitoring is being done regularly, this is an ongoing project. The sum of £300 for weed suppressant at Hogg Lane/Earl Howe Road allotment was **agreed** by Council.

3. It had been suggested that a fitness trail could be installed at Holmer Green Common. Costs were submitted and Council **rejected** this.

4. Cllr Burke updated Council on the Holmer Green lighting schedule. The contract has now been awarded to Sparkx who offered a more competitive price than the current supplier, Sparkx hoped to complete the project by the end of 2018 bringing the work to completion at least a year earlier. Warranty will also transfer to Sparkx for the work they complete. Negotiations are continuing regarding previous work.

DRAFT

5. Quarterly tree report.

Silver Birches on the corner of Holmer Green Common to be lopped at a cost of £65. Council **agreed**.

Remove broken sapling from Holmer Green Common at a cost of £30. Council **agreed**.

Remove overgrown ivy from the tree by the pond £25 also from the bus shelter roof £25. Both **agreed** by Council.

To remove from the area around Holmer Green Pond the huge laurel tree, laurel saplings throughout the area and bamboo at a cost of £625. Council **agreed**.

The following works within the Parish were discussed:

Little Missenden

The 33 posts and chains at Little Missenden Green require replacing. Council **agreed** the cost of £1500.

The tree trunks that are part of the treehouse at the play area are deteriorating and have woodworm. Council **agreed** £375 to strip back, spray and treat with preservative.

Little Kingshill

Little Kingshill Common has a water drainage problem Council **agreed** to resolve this using funds paid by Hughenden Football Club for the use of the Common.

Holmer Green

To replace the vandalised bench at the play area Council **agreed** £491 for a bench plus £125 for installation and removal.

Hyde Heath

Cllr Burke updated Council regarding the new installation and advised that residents were very happy with the new equipment.

Council **agreed** as a gesture of goodwill to donate £400 to Hyde Heath Cricket Club to enable them to purchase a moveable sight screen so that the new equipment is shielded from the sight line.

D. HS2

The Chair and Cllr Carruthers had provided an overview of the Chilterns HS2 Community Liaison Group meeting which was reviewed by Council.

DRAFT

10. Clerk's Report

1. The Clerk advised that she has received a letter from Hyde Heath Pre School thanking the Parish Council for the installation of new play equipment on the Common which included complementary comments from parents and children.
2. St John the Baptist Church had made a request for a burial grant. Council **agreed** a grant of £250.00
3. A complaint has been received from a Councillor by Bucks Fire and Rescue regarding H&S at Rossetti Hall, specifically the practice of locking the outside doors whilst Councillors are in meetings or when staff are working alone. The Clerk has spoken to the Fire Chief and together they have agreed a course of action although it was stated that the current practice of key holders being in the building was satisfactory and that this should be written into the fire risk evaluation. The door locks should be altered to provide exit easily without a key but a key should be required for entry. Clerk to action by authority of Rossetti Hall Representative Cllr Spiller.
4. AONB Chilterns documentation was read and reviewed by Council
5. Clerk advised Council that with effect from January 1st 2019 all Parish business will be circulated via the designated email addresses and each Councillor needed to ensure their email addresses are enabled.
6. 2019 meeting dates were advised and agreed. Little Missenden Open evening is yet to be confirmed due to lack of venue. Cllr Scotchbrook will speak with the School re availability.
7. Christmas trees within the Parish. Council **agreed** that £500 would be allocated for Holmer Green trees with £100 respectively for Little Kingshill and Little Missenden. Relevant Ward Councillors to action and Clerk to make initial contact for Holmer Green.

11. Councillors Items for Discussion and where necessary, approval

Cllr Burke updated Council in respect of the purchase of the new projector.

12. Rossetti Hall

Cllr Fallon read out a statement from Cllr Thirsk, incoming Chairman of the Rossetti Hall Committee in his absence, outlining his aims for boosting the halls potential. Cllr Rawbone was also welcomed back onto the Committee.

13. Youth Matters

Nothing advised

14. Local Area Forum

It was noted that no report has been forthcoming from the last LAF meeting on October 24th. The LAF representative, Cllr Fallon was requested to supply this by the next meeting.

DRAFT

There being no further business the meeting concluded at 10.22 pm

Dates of next meetings.

Planning: Monday 3rd December 2018 commencing at 7.30pm at Rossetti Hall

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

Signed as an accurate record of the meeting

..... Date

Cllr Whitten - Chairman