

# GREAT MISSENDEN PARISH COUNCIL

Minutes of a meeting of the Parish Council  
held on Monday 10<sup>th</sup> April 2017  
at the Village Hall, Prestwood  
at 7.30 p.m.

**Public Forum:** Carole Eaden regarding some form of memorial for John Skrimshire.

**Present:** Councillor - A.Hewett - Chair

Councillors: K.Allan: C.Baxter: L.Cook: S.Humphreys: M.Johnstone: I.Lovegrove:

V.Marshall: V.Martin: K.Pither: C.Plested: T.Stevenson.

**1. Apologies:** Councillor: M.Lee.

**2. Declarations of Interest:**

None.

**3. Minutes** The minutes of the meeting held on 13<sup>th</sup> March 2017 were **agreed** and signed as a correct record.

**4. Matters arising:** None.

**5. Councillor vacancies**

Cllr A.Hewett encouraged all councillors to think about possible candidates for the two vacancies.

**6. Reports from Committees**

**a) Planning Committee**

i) The minutes of the meeting held on 3<sup>rd</sup> April 2017 were **agreed** and **confirmed**.

Cllr C.Baxter offered to speak at CDC when the Kings Head application came up.

**b) Open Spaces and Lighting Committee**

**i) Reply to Mrs White's letter on parking in Great Missenden**

The council approved the draft reply letter.

**ii) PCC building – update and proposals**

The parish council agreed that it would offer both the pool table and the table tennis table back to PYCAG if the council should ever decide that it is no longer appropriate to keep these items in the Prestwood Community Centre.

The parish council also confirmed it would apply to SM & OPC for a grant to cover the cost of items for the PCC building according to a list produced by Cllr C.Plested. Further items to be added to the list included additional chairs (60) and a baby changing table. Cllr C.Plested was thanked for her work.

Cllr S.Humphreys updated the council with the main findings from the fire safety risk assessment. The sofas need to be removed as it cannot be proved they have the correct fire standards, bins need to be relocated, curtains need to be checked for fire resistance and the emergency exit door requires repair. The clerk was asked to check with the insurance company about fire training and the removal of fire extinguishers.

**iii) Request to use PCC building – Kings Church**

The council agreed to the request from the Kings Church to use the PCC building on 27<sup>th</sup> April.

**iv) PCC terms & conditions of hire and booking form – for approval**

Cllr C.Baxter was thanked by the council for her work producing the draft terms and conditions of hire. Certain changes were discussed and agreed. The council confirmed that the deposit amount

should be £100 and that a sliding scale for cancellation charges should be introduced. It was agreed that the charges should be as simple as possible. The rates would be based on the current charges. It was agreed that the working party would review the documents again and finalise them.

**v) PCC booking – process – delegation of authority**

The council agreed to delegate authority to take bookings for the PCC to the parish office. If the parish office is closed it was agreed that members of the PCC working party could take booking enquiries which could then be confirmed once the parish office is open.

**vi) 2017 Best Kept Village Competition**

The council declined to enter this competition.

**vii) Request to use Buryfield – exercise class**

The council agreed to the request for Kate Adams to trial a new class on Buryfield on a Monday morning at 9 am. As this is a trial, it was agreed that there would not be a charge at this point. However, if the class is successful, the parish council will charge a fee to use the Buryfield.

**viii) Request to use Prestwood Common - Scouts**

The council agreed to the request for the Scouts to hold an open event on part of the common on 24<sup>th</sup> June, pending receipt of their PLI insurance. The council requested that it would appreciate it, if there was no BBQ held on the grass.

**ix) Prestwood Common – Scout Hut update**

Cllrs C.Baxter and K.Pither provided information about the history of the building, which was owned by the Scouts and had been a bank and a food distribution centre during its life. The question of shared access and maintenance was raised.

**x) Request for allotment items – Potter Row – plot 4**

The council agreed to the request for a shed, greenhouse and two bee hives.

**xi) Proposed letter to Roald Dahl**

The council agreed that a letter should be sent to the Roald Dahl Foundation requesting financial support for the Buryfield play area. The Open Spaces committee would progress this matter.

**xii) Request to use Prestwood Common - Beavers**

The parish council agreed to the request from Chiltern North Beavers to use Prestwood Common for a sports afternoon on Saturday 6<sup>th</sup> May pending receipt of their PLI and provided that Prestwood Colts are not using the area.

**xiii) Request to use Buryfield – Jay Millers Circus**

The council agreed to the request to use the Buryfield from 22<sup>nd</sup> to 25<sup>th</sup> June and agreed to charge the same fees as last year.

**xiv) Prestwood car park**

Cllr I. Lovegrove explained the risk of part of the car park being redeveloped for housing. This has been raised before. The council agreed to wait and see if an application is put forward.

**xv) Request for secure cycle parking in Prestwood Village Centre**

The parish council understands the problem but are unfortunately unable to do anything about this particular request, since it does not own any of the land that is referred to. The council suggests that the resident should write to Chiltern District Council who own the Prestwood car park.

**c) Finance & General Purposes Committee**

**i) Small Society Lottery registration**

The council decided not to renew the Small Lotteries Registration.

**ii) Website contract support cost**

Due to the cost of the standard contract and hosting package, which would provide basic website maintenance, the council agreed to defer the decision pending further investigation by Cllr M.Johnstone.

**iii) Parish precept – NALC letter**

The council noted the NALC letter dated 10<sup>th</sup> March concerning the demonstration of restraint when increasing precepts.

**iv) Revised LTN 31 - updated calculation for s.137 expenditure**

Cllr M.Johnstone advised that sections 13 & 14 show the calculations, which was noted. GMPC is currently below this level.

**v) Request for help – Hillforts – CCB**

A proposal to offer a grant of £150 was supported by a majority of councillors.

**vi) Good neighbour scheme**

The council reviewed the information from Natalie Judson and her suggestion to hold a meeting. Cllrs L.Cook, V.Marshall, C.Plested and T.Stevenson volunteered to attend and Cllr T. Stevenson agreed to co-ordinate a suitable time.

**vii) Quote for door entry system – PCC building**

The clerk had contacted three companies to obtain quotes but two of the companies did not fit access control products. The quote from Lamps & Tubes included fitting two new locks with a digital keypad for access. The council approved the quote and requested that the mechanical lock should remain so the door could be locked by a key holder in the event of power failure.

**viii) Modernising local government – letter from Martin Tett, BCC**

The letter was noted. It was agreed that individual councillors should complete the survey by 19<sup>th</sup> May but the parish council decided not to submit a response from the council as a whole.

**ix) Lease of Greenlands Lane allotments & rent – for approval**

The rent has not been reviewed since at least 2011 so the parish council accepted the rent increase. Cllr S.Humphreys would view the storage building and inspect the reported rotting timber.

**x) Payment of accounts for March (final) and April**

It was **resolved** that accounts numbers **214-226** in the sum of **£17,832.05** for **March (final)** be agreed for payment and petty cash items for **£117.79** be ratified and it was resolved that accounts

numbers 1-11 in the sum of **£4,454.62** for **April** be agreed for payment and petty cash items for **£0.89** be ratified.

#### **d) Editorial Working Party**

##### **i) 'The Source'**

Cllrs A.Hewett and K.Pither had had a meeting with Colin Veysey and he had explained the current funding situation with 'The Source'. Cllr A.Hewett explained the history and the parish council grants that have been supplied in the past. 'The Source' are initiating some changes in September and are suggesting the parish council pays for a half page advertorial over which it has editorial control. The Editorial Working Party thought further discussion would be useful and asked the clerk to organise a meeting with Colin Veysey.

#### **e) HS2**

##### **i) HS2 Update**

Cllr M.Johnstone reported that progress of discussions on design changes associated with the Assurances from HS2 seems to be slowing down.

A meeting with BCC, it stated its role is to inform not to consult or engage and to consider issues such as lorry routes and temporary and permanent highway works, to coordinate across disciplines (e.g. ecology, archaeology) and across the authority and to oversee the delivery of Assurances. There is a formal consideration process which lasts for 28 days and issues can only be raised for modification on a limited number of grounds – such as road safety, nature conservation value. Any issues on these grounds result in BCC submitting an alternative proposal to HS2. If HS2 disagree, the Secretary of State will make the final decision.

GMPC HS2 Working Party had a meeting with BCC on 20<sup>th</sup> March to get updates on the progress of its Assurances. Following a meeting with HS2, BCC reported that 'the design for the haul road and Link Road in Great Missenden is at its initial stages and not being progressed until the main works contractor is in place. HS2's aim is to appoint a main works contractor by the end of July 2017, who will then look to start design by the end of October/November 2017'. Regular meetings are still planned with the BCC project team and the next meeting is scheduled for 24<sup>th</sup> April.

GMPC HS2 Working Party members attended the CDC Community Information workshop on Schedule 17 submissions in the same week. The parish map display was well received and prompted questions from those attending. It confirmed that good use could be made of such display boards but the purchase of new boards has been deferred as the boards found in the PCC seem to be in good condition. The presentations from CDC however were not well received. Schedule 17 is the planning process for aspects reviewed by the district council – aspects such as Key Design Elements of depots, viaducts and ventilation shafts. There is a statutory 8 week 'consultation' period and CDC will only forward plans to GMPC on the major Key Design Elements. It was not clear who to contact if further information is required or to make objections. Items that affect the whole route e.g. boundary changes are dealt with centrally.

It has not yet been confirmed how the survey of the layout of the Link Road car park will progress.

The HS2 drop in session in Ballinger was well attended and covered issues such as property schemes and the Community Environment Fund which Cllr T.Stevenson is looking at. A representative from Fusion JV outlined that drilling is virtually complete and they are now working on earth bunds and ecology.

The joint parish council working party group, which may now include Wendover, has not yet met.

A public meeting is planned for Friday 9<sup>th</sup> June in the Memorial Centre and it was agreed to still continue with this date and advertise it as widely as possible.

GMPC HS2 Working Party had a meeting with the GM School project team on 30<sup>th</sup> March.

#### **ii) Reply to GM/HS2 new layout suggestion**

Mop Denson had suggested a new layout based on Hamilton-Baillie Associates and the council agreed to respond to her with the proposed draft email.

#### **iii) GM School Developments**

##### **a. Approval of revised set down area**

A pre-planning application has been submitted with different options for access to and from the A413. After some discussion, the parish council approved the following proposal:

The Parish Council, subject to agreeing the final details of the revised option 2 plan, support, in principle, the new set down area with access and egress from the Frith Hill roundabout as outlined in the revision to option 2.

Access across the Buryfield Car Park will continue to be for staff and emergency vehicles only.

##### **b. Approval of construction access**

Construction of the new classrooms has been approved and access is requested across the Buryfield for construction vehicles. The Traffic Management Plan arrived too late to be included in the papers for this meeting.

The parish council agreed that with regards to the construction of the new classrooms and the request for construction vehicles to cross the Buryfield car park and the associated Traffic Management Plan, the parish council do need more time to discuss and make comments on the Traffic Management Plan. The parish council will not give permission for construction vehicles to cross the Buryfield until the parish council is happy with the Traffic Management Plan.

The parish council wish to support the developments at the GM school whilst bearing in mind the safety of users of the Buryfield, especially children, and maintaining the number of parking spaces available.

### **7. Reports from Representatives to outside Groups.**

#### **i) Independent Appeals Panel**

Cllr T.Stevenson was congratulated on sitting on his first panel, which he reported to have been interesting, informative and useful.

#### **ii) Age Concern**

Cllr V.Marshall had attended a meeting on 27<sup>th</sup> March and provided a report for the council. Age Concern GM felt that they did not recognise a high loneliness score for GM parish, though there was some concern about residents of South Heath. Befriending is very time consuming and takes a lot of work. Age Concern expressed interest in applying for a grant from the parish council.

### **8. Clerks Report**

None.

### **9. Matters for information.**

Cllr M.Johnstone introduced the idea that the design of the Chairman's badge could be used as a logo for the parish council.

Cllrs C.Baxter and C.Plested reported that at the last councillor surgery a resident had expressed concern over certain parking issues such as who to speak to about yellow lines and vision splay

issues when exiting Misbourne Abbey. Cllr A.Hewett understood the vision splay at this point to be good. It was felt that the surgeries were not advertised well enough.

Cllr V.Martin reported that she is applying for the CDC vacancy in Great Missenden.

The meeting closed at 22.00

**10. Future meetings**

a) Planning Committee – 7.30 p.m. Tuesday 2nd May 2017 in the Parish Office

b) Annual Parish Meeting and Annual Parish Council Meeting – 7.30 p.m Monday 8th May 2017 in Great Missenden Memorial Centre