

# GREAT MISSENDEN PARISH COUNCIL

Minutes of a meeting of the Parish Council  
held on Monday 12<sup>th</sup> February 2018  
at the Prestwood Community Centre  
at 7.30 p.m.

## **Public Forum:**

Malcolm Appleby – gave a short summary of last year’s Lighthouse event on Buryfield.

Carole Eaden – GMPRG – updated the council on the community vision for HP16 project to be published shortly in The Source and left after the public forum.

**Present:** Councillor A Hewett -chair

Councillors: K Allan, C Baxter, L Cook, S Humphreys, P Jager, M Johnstone, I Lovegrove, V Marshall, V Martin, K Pither, T Stevenson

**1. Apologies:** Councillors: B Hougham, M Lee, C Pleded

## **2. Declarations of Interest:**

Cllr V Martin – item 6.a)i)

**3. Minutes** The minutes of the meeting held on 8<sup>th</sup> January 2018 were **agreed** and signed as a correct record.

## **4. Matters arising:**

Cllr A Hewett reminded all councillors to be aware of the confidentiality of some of the items discussed at the monthly meetings.

## **5. Councillor vacancy**

Cllr Hewett encouraged all councillors to think about anyone that may be interested in becoming a parish councillor.

## **6. Reports from Committees**

### **a) Planning Committee**

i) The minutes of the extraordinary meeting of 15<sup>th</sup> January and the ordinary meeting held on 5<sup>th</sup> February were **agreed** and **confirmed**. Additionally approved were the draft letter to HS2 and CDC regarding the HS2 Bury Farm mitigation site and the draft letter to CDC Development Management Manager regarding planning applications. It was also suggested that the clerk enquires if other parishes are experiencing similar problems with planning application timing.

### **b) HS2**

#### **i) Report and update on recent meetings**

Cllr Johnstone presented a comprehensive HS2 update report. Fusion JV have scheduled a drop-in event for the parish on Wednesday 28<sup>th</sup> February from 2pm – 6pm in the Memorial Hall. It was commented that the drop-in event should finish later to allow more residents the option of attending. The clerk advised that the hall had another booking after 6pm on 28<sup>th</sup> but that she was checking to see if there was any possibility to extend the time later than 6.00pm. The parish council will also display copies of the HS2 U&A’s and the plans for the portal at this event.

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Malcolm Appleby was asked to leave the meeting at this point for confidentiality reasons. The councillors had attended a meeting at 6.00pm that evening with BCC and AECOM, who presented suggested options on the Great Missenden School drop off area incorporating additional car parking. Three options were suggested for the councillors' consideration. To allow the councillors' time to consider the options, and/or to make further suggestions, it was agreed by majority to hold an extraordinary meeting on Tuesday 6<sup>th</sup> March 2018 at 6.30pm to discuss this item. Cllr Jager is unable to attend this meeting but would like to pass on his views prior to the meeting. He was asked to pass these to the clerk.

## **c) Open Spaces and Lighting Committee**

### **i) Minutes of Open Spaces committee meeting**

The minutes of the meeting held on 23<sup>rd</sup> January 2018 were **agreed** and **confirmed** with a minor amendment. The council agreed on allotment inspection dates, further investigation of the Youth Offending team to clear vacant plots and to consider future plans for the Buryfield toddler play area. It was also suggested to look at groups who may be interested in allotments but that the law surrounding selling produce from allotments for these groups needs to be confirmed.

### **ii) Request to use Buryfield – Lighthouse**

The council agreed to Lighthouse's request to use Buryfield from Sunday 22<sup>nd</sup> July to Monday 6<sup>th</sup> August with the provision that car parking is off site, perhaps using the field by the Black Horse pub as last year. It was suggested it would be useful to send a copy of the Traffic Management Plan for the GM school building works to Lighthouse for information.

### **iii) Lodge Lane Estate annual work quotes**

The council considered the quotes however would like to consider the option of removing shrubbery from the Greenside area, which may then decrease the annual maintenance costs. The council agreed to defer this item to the March meeting.

### **iv) Litter in Angling Spring Wood**

It was agreed by the council that it would be beneficial to raise awareness in the village about littering. As Angling Spring Wood is owned by CDC it was suggested that a letter is drafted to them. It was also agreed to write to all the schools in the village to ask that the subject of littering is highlighted to pupils. It was also suggested that an article for The Source would be useful.

### **v) Free parking days 2018**

The council agreed to defer this agenda item to the March meeting. It was confirmed that one local event, The Spirit of Christmas, would be going ahead on Saturday 1<sup>st</sup> December.

### **vi) Request to display banner on skate park fence by Chilterns MS Centre**

The council approved this request and asked that the banner is removed in a timely manner after the event.

### **vii) Environmental audit and biodiversity action plan**

Cllr Marshall presented this plan and welcomed comments. The next stage would be recommendations for actions by the council. Cllr Marshall was thanked for all her hard work on this item.

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## **viii) Proposal for CCTV at Prestwood Common**

There was discussion around the benefits of CCTV and PIR motion sensor lighting particularly in response to vandalism. The council agreed to investigate the cost of CCTV and/or lighting. Once costs have been obtained this option could then be explored in conjunction with the adjacent scout hut.

## **ix) Proposal for signage at Prestwood Common**

It was agreed by majority that there should be signage at both Prestwood Common and Buryfield. It was suggested that there be a combined sign giving the name, contact details for GMPC and detailing any reasonable restrictions, i.e. motorised vehicles.

## **x) Proposal to grant a new licence for Prestwood Scout Hut**

It was agreed by the council to investigate the option of a new licence for the scout hut.

## **xi) Draft letter to bootcamp user of Prestwood Common**

It was decided to approach the bootcamp organiser in person, a second time, before sending the draft letter. The chair used her casting vote to agree this item.

## **xii) Draft letter regarding local policing levels**

The council agreed the draft letter to Thames Valley Police regarding local policing levels.

## **xiii) Request to use Buryfield – Jay Miller’s Circus**

The request from Jay Miller’s Circus to use Buryfield from 22<sup>nd</sup> – 24<sup>th</sup> June, at the same charges as last year, was agreed by majority.

## **xiv) Draft letter to The Misbourne School regarding buses using the High Street**

The council approved the draft letter to be sent to The Misbourne School regarding buses that use the High Street.

## **xv) Grit bin update and proposal for purchase of bins**

There was discussion around the practicalities of the use of grit bins at the Parish Office/Memorial Hall and Prestwood Community Centre. Salt dumps were also suggested as an option. It was agreed to defer this item for the March meeting. The clerk and deputy clerk have a meeting planned with the local area technician from TfB before the next meeting and will obtain further information regarding the suggested location for a grit bin at the junction of Nags Head Lane, Nairdwood Lane and Peterley Lane.

## **v) Street lighting – Back Lane reconnection works**

The council reconsidered repairs to the street light in Back Lane, Great Missenden. From a report in March 2016 it was suggested that it is a problem with the power to this street light. The council decided that they would confirm if this was the case. If there is no power to the street light then the light will be removed. If, however, there is power to the street light then quotes will be obtained for the repair. Cllr Humphreys will advise.

## **d) Finance and General Purposes**

### **i) Playground repairs**

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Cllrs Pither, Baxter and Humphries made recommendations on the priorities for repairs and advisories from the annual playground inspection report. The council agreed to instruct Playground Facilities to proceed with various repairs at the cost of £1,892.06. Cllr Humphreys will provide further repairs for only the cost of materials. The remaining playground repairs will be prioritised for next year's budget.

## **ii) Quotes for replacement sports wall on Prestwood Common**

The sports wall needs to be replaced and the quote of £8,101.95 from Playground Facilities was approved by majority subject to funding – see iii).

## **iii) Proposal to apply for grants for the sports wall on Prestwood Common**

It was agreed by the council to approach Sweet Charity for a grant towards the replacement sports wall equipment.

## **iv) Quotes for annual tennis court maintenance**

The clerk was asked to obtain a further price from the existing tennis court maintenance company for one visit a year, instead of the two years that the current contract currently states.

## **v) Appointment of internal auditor and scope**

Lucy Copin was appointed by unanimous vote for the internal auditor this year. The scope was agreed to be on the same basis as last year.

## **vi) Proposal for pictures of councillors to be displayed**

The council agreed by majority for pictures of councillors to be displayed in the parish office, on the website and on local noticeboards.

## **vii) CiLCA qualification and course registration**

Approval was given for the cost of the training for clerk and deputy clerk to attend 5 days, starting in June, to be followed by registration for the CiLCA qualification.

## **viii) Data Protection Update**

Cllr Stevenson updated the council on the working party's progress on GDPR. NALC and SLCC have announced that they will be producing templates for parish councils. The clerk and deputy clerk will be attending Bucks Councils GDPR conference in Aylesbury on 28<sup>th</sup> February and will provide an update following this conference.

## **ix) Quote for office laptop and implementation**

The quote for the purchase of an office laptop was approved by majority.

## **x) Quote for 'Your Speed Sign'**

Following the revised policy of BCC now allowing 'Your Speed Sign's, the council approved the quote from Swarco to purchase one sign for the parish. All councillors were reminded to look out for existing street furniture in speeding hot spot areas, i.e. Martinsend Lane, Rignall Road, Aylesbury Road, so that they can be assessed by TfB for suitability.

## **x) Payment of accounts for February**

It was **resolved** that accounts numbers **205-230** in the sum of **£18,923.22** (inc. VAT) for **February** be agreed for payment and petty case items for **£114.53** were ratified

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## **e) Editorial Working Party**

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

Articles have been submitted for the next edition of The Source, including articles on snow clearance, local government, speeding and HS2.

### **ii) County Councillor Surgery dates for website**

The council agreed for the county councillor surgery dates to be posted on the website.

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

**None.**

## **8. Clerk's Report**

### **i) Transparency code**

The clerk advised that due to the level of income and expenditure of the council certain information is recommended to be published on the website, including transactions over £500 and the asset register.

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

**None.**

The meeting closed at 9.55pm

## **10. Future meetings**

- a) Planning Committee – 7.30 p.m. **Monday 5<sup>th</sup> March 2018** in the Parish Office
- b) Extraordinary Parish Council meeting – 6.30pm. **Tuesday 6<sup>th</sup> March 2018** in the Parish Office
- c) Parish Council – 7.30 p.m **Monday 12<sup>th</sup> March 2018** at the **Great Missenden Memorial Centre.**