

GREAT MISSENDEN PARISH COUNCIL

**Minutes of the Annual Parish Council Meeting
held on Tuesday 8th May 2018 at Prestwood Community Centre
at 7.45 p.m.**

Public Forum: Mr Walters regarding a Sunday market on Buryfield.
Mr Pusey regarding the councillor vacancy.

Present: Councillor – A Hewett - Chair
Councillors: C Baxter: L Cook: R Hougham: S Humphreys: P Jager: I Lovegrove:
M Johnstone: V Marshall: V Martin: K Pither: T Stevenson.

1. Election of Chairman of the Council 2017-18

Cllr A.Hewett stood for election.

Proposed by Cllr S Humphreys and seconded by Cllr T Stevenson and there being no other nominations, Cllr A Hewett was elected unanimously.

The Chairman signed a declaration of office which was witnessed by the Clerk.

2. Election of Vice Chairman of the Council 2017-18

Cllr K Pither stood for election.

Proposed by Cllr C Baxter and seconded by Cllr L Cook and there being no other nominations, Cllr K Pither was elected unanimously.

3. Apologies: K Allan: M Lee: C Plested

4. Councillor vacancies

The council discussed the application for the parish council vacancy, as under the co-option process, the parish council must still consider whether or not to co-opt any person that applies. The candidate was asked to leave the room and the council agreed unanimously to co-opt Ross Pusey to the parish council to represent Great Missenden Ward. Cllr Pusey signed a declaration of acceptance of office which was witnessed by the Clerk and he then joined the meeting.

5. Declarations of Interest:

Cllr V Martin declared a personal interest in items 10.c)ix) and d)i) as a CDC councillor, but not a prejudicial interest.

Cllr I Lovegrove declared a personal interest in item 10.c)xii)

6. Appointment of Members to Committees and Working Parties

It was resolved that the following nominations be confirmed.

Planning Committee

Chairman Councillor C Baxter

Vice-Chairman Councillor M Johnstone

Members Councillors: K Allan: L Cook: R Hougham: S Humphreys: I Lovegrove, K Pither:
R Pusey

Open Spaces & Lighting Committee

Chairman Councillor K Pither
Vice-Chairman Councillor S Humphreys
Members Councillors: C Baxter: I Lovegrove: V Marshall: C Plested: T Stevenson

Finance & General Purposes Committee

Chairman Councillor M Johnstone
Vice-Chairman Councillor V Martin
Members Councillors: C Baxter: A Hewett: R Hougham: K Pither

Editorial Working Party for “The Source” & Website

Editor Councillor A Hewett
Sub Editor Councillor K Allan/L Cook
Members Councillors: L Cook: M Johnstone: P Jager: M Lee: K Pither: T Stevenson:
P Jager

HS2 Working Party

Chair Councillor M Johnstone
Members Councillors: A Hewett: K Pither: C Baxter: C Plested: R Pusey: V Martin:
T Stevenson
Co-opted: Cllr P Martin

PCC Working Party

Chair Councillor S Humphreys
Members Councillors: C Baxter: L Cook: A Hewett: I Lovegrove: K Pither: C Plested

Neighbourhood Plan Working Party

Chair Councillor I Lovegrove
Members Councillors: C Baxter: A Hewett: B Hougham: K Pither: V Marshall

7. Appointment of Members to local organisations

It was resolved that the following appointments be confirmed.

Appointments to Local Organisations

Age Concern	Cllr. V Marshall
Great Missenden Parish Revitalisation Group	Cllrs: M Johnstone: K Pither
Charity of Dame Jane Boys	Cllr. C Plested
Memorial Centre Management Committee	Cllrs: S Humphreys
Missendens Local Area Forum	Cllrs: A Hewett: K Pither: C Plested, C Baxter
Prestwood Youth Club – PYCAG	Cllrs: S Humphreys: C Plested
Stoke Mandeville & Other Parishes Charity	Cllr. C Plested
Great Missenden Village Association	Cllrs: V Martin: Mike Johnstone

8. Minutes The minutes of the meeting held on 9th April 2018 were **agreed** and signed as a correct record.

9. Matters arising

Cllr Pither advised that a meeting had not yet been arranged with the Roald Dahl Museum. Cllr Hewett advised that Cllr Allen was taking a three month sabbatical from the council.

10. Reports from Committees

a) Planning Committee

i) The minutes of the meeting held on 1st May 2018 were **agreed** and **confirmed**.

b) HS2

i) Great Missenden school drop off area and replacement parking

There was discussion regarding Paul Irwin's letter of 24th April. The council felt that the letter did not address all the issues that had been raised and was not helpful in progressing the replacement parking. The council agreed to await further contact from BCC and for the HS2 working party to make recommendations at the next meeting.

ii) Withdrawal of proposal that GMPC commission a properly funding and professional study of alternatives to the school drop off area and replacement parking.

Noted.

iii) Proposal that GMPC appoint a working party to make recommendations on HS2 replacement parking including public consultation and mitigation fund management.

The council agreed to incorporate this into the current HS2 working party. A meeting of the WP was arranged for 9th May and all councillors interested were invited to attend.

iv) Proposal to take legal advice concerning HS2 mitigation fund

It was agreed that the council would like further information of the options available to them and it was suggested that the deputy clerk could undertake this.

v) HS2 Update

Cllr Johnstone presented his monthly report which included updates from the joint PC WP Liaison Group meeting, CEF & BLEF progress and the HS2 working party. The HS2 working party's next meeting is 9th May.

c) Open Spaced and Lighting

i) Letter from The Misbourne School regarding litter.

Noted.

ii) Speed limit in Buryfield Car Park – update

The council noted the update from Julie Rushton, Parking Manager at CDC and agreed by majority to go ahead with the request to CDC for speed signage in the Buryfield Car Park.

iii) Tree Update

There was a unanimous vote to replant an oak tree on Lodge Lane and it was suggested that the autumn would be the best time of year for this. The council also agreed to undertake responsibility to maintain a parcel of land on Westrick Walk, Prestwood. The clerk was requested to confirm ownership of this area.

iv) Prestwood Common – graffiti on the shelter

The email from a local resident was noted and Cllr Humphreys' reported that the graffiti had already been painted over. Thanks was given to Cllr Humphreys

v) Building work at 63 Church Street - update

The council noted the letter from the owner of 63 Church Street.

vi) Greenlands Lane – Prestwood Nature - request

The request to extend the pollinator-friendly garden maintained by Prestwood Nature at Greenlands Lane was agreed unanimously. It was also agreed that a compost bin could be placed on the orchard area. It was suggested that Cllr Plested, who was absent from the meeting, be advised so that Stoke Mandeville and Other Parishes Charity could be informed.

vii) Biodiversity Update

Cllr Marshall was thanked for her work on the biodiversity audit. To progress this issue further it was agreed that Cllr Marshall would formalise the document for future use and lead a working party to make recommendations to the council.

viii) Great Missenden Library – draft letter

The draft letter, with a minor amendment, was approved.

ix) Prestwood Scout Hut licence

It was agreed that the scout hut licence be renewed for 14 years and that the deputy clerk would progress this.

x) Prestwood Recreation Ground – Installation of bollards

The council agreed to the final details of the bollard installation by CDC adjacent to the play area at Gryms Dyke, Prestwood.

xi) Community Building – Calor Rural Community Fund - update

The council unanimously agreed to the submission to this fund for the cost of maintenance works at Ballinger Common play area and Sibleys Rise.

xii) LAF – Moat Lane – review of past submission

The update was noted and the clerk was asked for further information with regards Moat Lane and the Hamilton Ballie report that was carried out several years ago.

xiii) Licensing application – Wild Kite Bottle Shop

The update was noted.

d) Finance & General Purposes Committee

i) Modernising Local Government in Bucks – unitary discussion

The updates on the recent meetings attended by councillors were discussed. It was agreed that each individual councillor would respond and a separate GMPC response would also be sent. A vote on the unitary issue was taken and was tied. A draft letter would be circulated reflecting the councils view for approval which would then be sent to James Brokenshire by the 25th May.

ii) Quote for Westrick Walk

The council agreed, by majority, to the quote from Sexton's for £550 to clear the leaves and branches under the conifer trees on Westrick Walk.

iii) Data Protection Update

The council agreed to formally adopt the data protection policy prepared by Cllr Stevenson. As there has been a suggested amendment to the GDPR bill to exclude parish councils from the need for a data protection officer, it was agreed that the council would await confirmation of this before considering this appointment. Cllr Stevenson agreed to undertake the training for the councillors.

The council as a body is the data controller and it was agreed to undertake ICO registration. It was also voted by majority, with the chair using her casting vote, for the individual councillors to undertake ICO registration for the next year. This would be reviewed annually.

Cllr Stevenson was thanked for all his work on this.

iv) Councillor surgeries - review

It was agreed to defer this item to the June meeting.

v) Revised Legal Topic Notes on NALC website – LTN 1, LTN 2, LTN 5, LTN 8, LO5-18

These were all noted.

vi) NJC salary award 2018-2020

The council agreed to adopt the NJC/SLCC national salary award

vii) Notes of digitisation of GMPC photo archive.

Cllr Stevenson reported that all photos had now been digitised.

viii) Payment of accounts for May

It was **resolved** that accounts numbers 10-30 in the sum of **£13,777.39 (inc VAT)** for **May** be agreed for payment and petty cash items for May **£34.43** be ratified.

e) Editorial Working Party

Cllr A.Hewett thanked everyone for their work on the last set of articles for 'The Source'.

11. Reports from Representatives to outside Groups.

None.

12. Clerks Report

i) Flagpoles in the High Street

Noted. Cllr Pither advised that the ownership of the flags and poles was now under GMVA.

ii) Councillor photographs

The clerk asked all councillors to visit the office for their photographs for the office, website, etc.

13.Any other business.

None.

The meeting closed at 10.45pm

14. Future meetings

- a) Planning Committee – 7.30 p.m. **Monday 4th June 2018** in the Parish Office
- b) Parish Council Meeting – 7.30 p.m **Monday 11th June 2018** in the Memorial Centre