

GREAT MISSENDEN PARISH COUNCIL

**Minutes of a meeting of the Parish Council
held on Monday 11th March 2019
at the Memorial Centre, Great Missenden
at 7.30p.m.**

Public Forum:

Two tenants from Ballinger allotments. One representative from Lighthouse.

Present: Councillor – A Hewett chair

Councillors: C Baxter, A Brazil, G Bridges, S Humphreys, I Lovegrove,
M Johnstone, V Marshall, V Martin, K Pither, R Pusey, S Rhodes,
T Stevenson

Also present: Jane Hennessy - Clerk

1. Apologies: Councillors L Cook, P Jager, M Lee

2. Declarations of Interest:

None.

3. Minutes

The minutes of the meeting held on 11th February 2019 were agreed and signed as a correct record.

4. Matters arising:

Following authorisation of the tree work it was established that one tree is in the Buryfield Car Park and therefore the responsibility of Chiltern District Council (CDC) to maintain. CDC are going to arrange for this work and the cost will be included in the Buryfield parking account.

5. Parking

i) London Road car park – update

Costings have been sought for pre-application advice for the London Road car park for drainage advice (SUDs) and highways advice. The council resolved to approve the cost of £90 for advice by letter from Bucks County Council (BCC) SUDs. Costs for highways pre-application advice are still awaited.

It was suggested that it would be useful to hold a meeting regarding the council's previous work on replacement parking for the newer councillors. The clerk was asked to arrange a convenient date.

ii) Letter from Cheryl Gillan regarding AFC Lightning

It was noted that AFC Lightning had contacted the office of Cheryl Gillan, MP, on 4th February regarding the loss of playing pitches for their club on The Misbourne School playing field, due to the council's decision to terminate the licence it has with the school for the parcel of land it owns. Cllr Hewett noted that she had spoken with the vice chairman of AFC Lightning at the council meeting on the 11th February and confirmed the location of the land and that it currently only impacted one football pitch in total. Cllr Hewett offered to draft a response to Cheryl Gillan to update her and this was agreed by all.

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- iii) The council approved by resolution, with minor amendments, the draft letter response to a local shop owner regarding the availability of parking in Great Missenden.
- iv) **Prestwood Car park –proposal to contract CDC regarding usage of one hour free parking**
Cllr Brazil proposed that the council approach CDC for information regarding the usage of Prestwood Car Park, particularly the one hour free tickets issued. This was approved by majority vote.
- v) **Email from resident of Aylesbury Road**
The council discussed the email received regarding the issues of parking and speeding along Aylesbury Road. It was resolved to advise County Councillor, Peter Martin, of the issue for discussion at the LAF Parking forum.

6. Memorial Hall Refurbishment

Following a recent HS2 community mitigation meeting, the council are progressing the submission for the HS2 CEF local fund under £75,000 for the Memorial Hall Refurbishment. The council resolved to approve the proposal to carry out a survey of hall users, both current and prospective and to email the clerk with any amendments to the draft survey.

7. Prestwood Community Centre (PCC)

- i) The six monthly review of the cleaning service at the PCC was discussed. There had been no complaints in the last six month. The council approved to continue the contract with Busy Homes for a further six months by resolution.
- ii) Cllr Pither volunteered to work with Great Missenden & Prestwood Revite Group, on behalf of the council, to consider improvements for Prestwood Community Centre. Cllr Lovegrove would be available as a backup.

8. The Cage – Update

The council received the report detailing the progress of registration of the ownership of the Cage in Great Missenden and resolved to approve the proposal to waive the £20 notional payment from the current users of the Cage for 2018/19, which has yet to be collected. The council will look for formalise the agreement by way of a licence for 2019/20.

9. LAF

i) **Prestwood Parking scheme – proposal to widen scheme and approve cost**

Following further clarification from Transport for Bucks the council resolved to approve the additional £1,957 required to include the following in the Prestwood Parking scheme:-

- Moat Lane junction with Chequers Lane – extension of double yellow lines
- Prestwood High Street – amendment to existing waiting time restrictions
- London Road, Great Missenden – extension of existing double yellow lines

This would take the matched fund cost for this LAF project to £6,478 and due to the timing of the project payment will be arranged in advance, before the end of March 2109.

ii) **Non-transport project ideas – update**

The cost for a walking path around Prestwood Common had been obtained at approx. £14,500. A meeting is to be arranged with Prestwood Colts following confirmation that they are in favour of the project and may be able to contribute funding. The submission to LAF community (non-transport) projects has been completed for consideration at the LAF meeting on 27th March 2019.

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10. Management of the Memorial Hall – for discussion

The council noted the recent increase in hiring charges and were notified of complaints regarding cleanliness, responsiveness of current booking system and outstanding financial accounts. The constitution of the Great Missenden Memorial Centre states that there should be two parish council representatives. Cllr Bridges volunteered to join the management committee alongside Cllr Humphries, who currently sits on the committee. The next meeting of the committee is their AGM on Monday 1st April at 6.00pm in the Memorial Hall.

11. Great Missenden Combined School - update

Cllrs Hewett and Johnstone had been invited to meet informally with the school for an update on their parking plans. The school are using their HS2 mitigation fund to create a road and parking spaces for staff and visitors, inside the school boundary that runs parallel with the Buryfield. There are no plans for this to include parking for coaches, which will need to remain in the Buryfield car park, nor to allow the pick-up and drop-off of children on the school grounds. The number of additional car parking spaces was unable to be confirmed. The council resolved to contact the school to formalise access over the Buryfield for a further twelve months for staff and emergency vehicles. An amended letter will be drafted and circulated for comments. Concerns were expressed about the width to be taken up by two-way traffic crossing the Buryfield car park and the potential loss of parking spaces. A meeting would also be organised with Robin Tuset, Schools Commissioning, BCC. Cllrs Baxter and Pither requested to attend.

12. Reports from Committees

a) Planning

- i) Minutes of the meeting held on the 7th January 2019 were **agreed** and **confirmed** with a minor amendment regarding the application PL/19/0516/FA with regards the availability of space for parking.

b) HS2

i) Contractors – enabling works

UK Power Networks have completed the work to relocate the low-voltage power line and archaeological work by INFRA has restarted around the area of the slope on the haul road. The compound area is being dug out and the excavated soil pile, currently behind the compound area, is temporary. It will be spread over a wider footprint further up the slope on completion of the archaeological work, around mid April. A 3.6m high hoarding with a woodland image will be erected (parallel to the A413) as part of the landscaping mitigation to lessen the visual impact on the village. The widening on Frith Hill is now likely to start at the end of March, followed by the widening of the Link Road & A413 commencing in May for approximately 12 weeks.

A pre-works meeting was hosted by GMPC with Fusion JV and Buckingham Group on 26th February. All councillors and representatives from other local organisations were invited to hear the Traffic Management Plans (TMP) of the shortly commencing works. The meeting was disappointing and it transpired that the schedule 4 submission had not been submitted ahead of the preliminary investigation works that are planned to start in three weeks' time. Fusion JV and Buckingham Group presented TMPs which were in contradiction to what had been agreed with BCC. Subsequent to the meeting Fusion JV

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withdrew their slides for general distribution and a letter of complaint has been sent to senior members of Fusion JV, Buckingham Group and HS2 (who were not present at the meeting) with copies of the letter to BCC and Cheryl Gillan.

A subsequent meeting with BCC was held to prompt discussions on the roadworks including details of the traffic lights and proposed one-way system. It is planned to reconvene the pre-works meeting with Fusion JV, HS2 and Buckingham Group but no date has been set at present.

ii) Contractors – main works civil contractors

A joint parishes meeting was held and all three contractors presented at the meeting. Eiffage-Kier and Align are working on design and costs but not expecting to be given the instruction to proceed by HS2 until the end of 2019 at the earliest.

A separate technical meeting is to be arranged at the end of April/May to review the contractor's noise modelling methodology. There are a number of noise issues outstanding in and around the north portal to the Chiltern tunnel which the council would like to clarify.

Align JV have ordered two German Herrenknecht variable density Tunnel Boring Machines (VaDTBMs). Anticipated tunnelling rates are 12-15m/day. The diameter of each tunnel has been widened to 9.1m.

iii) Engagement

HS2 monthly drop in sessions are continuing in the Great Missenden Library on Fridays between 2-6pm with the next dates being; 29th March, 26th April, 31st May and 28th June.

c) Open Spaces and Lighting

i) Ballinger allotments – request for a skip

The request by a tenant of Ballinger allotments to provide his own skip to clear his allotment was approved by resolution with conditions limiting the time on the allotment site to 72 hours and the condition that the skip would have to be placed on the hardstanding inside the gate.

ii) Ballinger allotments – request from a tenant to re-consider car access to the site

An allotment holder had carried out a survey of the tenants at Ballinger in order to ask the council to re-consider their decision to ban vehicles from the site between October and April each year and leave the decision with the tenants. A paper by the deputy clerk recording the results of the survey was received and it was noted that there had not been an overwhelming response, 7 replies received out of a possible 17 tenants. 4 had responded in favour, 2 were against the proposal and one response only commented that they support parking on the area of hardstanding and made no comment about the proposal itself. It was also noted that 8 tenants already walk to their plots. After discussion the council agreed not to reconsider their previous decision. The council are retaining responsibility for vehicle access decisions on Ballinger allotments, in line with the four other allotment sites in the parish. It was also suggested that Ballinger Common provides free off road parking a short distance away and that tenants were also able to request to erect sheds on their plots should they wish to.

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iii) Nairdwood Lane

The council resolved to approve the request from a prospective tenant to combine three garden plots at Nairdwood Lane into one plot, therefore charged at £30 per year and with a £50 deposit. This would mean that all plots at Nairdwood Lane are now currently let.

The request for a plastic shed was also approved.

iv) Nairdwood Lane – request from tenants to provide a skip

The council declined the request to provide a skip at Nairdwood Lane for the tenants, but suggested that the tenants could perhaps share the cost of a skip.

v) To consider the gritting arrangements for the Memorial Hall car park

The cost of the grit spreader at £39.99 and a grit bin up to a cost of £100, for use at the Memorial Centre, was resolved.

vi) Tree work – additional work quotes for consideration

Following requests by a resident of Oakengrove and a resident of Peppard Meadow, quotes were obtained to reduce the height of trees outside their houses. The council considered the quotes and noted that the tree surgeon had stated that the work was not required on safety grounds. The council therefore voted by majority not to proceed with these additional tree works.

vii) Streetlights – Abbey Walk – update and proposal to suspend standing orders to rescind decision

– the council resolved to temporarily suspend standing order 7.a in order to reconsider the previous decision to replace one of the streetlamps on Abbey Walk. New information had been presented that two of the lights were situated on the private development of Abbey Walk which is managed by the Abbey Walk Residents Association. The council resolved by majority vote to notify Abbey Walk Residents Association that they would no longer be responsible for maintaining the two lights on the private development, but would continue to maintain the light opposite no.1 Abbey Walk which is on the adopted highway extent.

viii) Playground Repairs – update and increase in cost for approval

Information was received regarding the guarantee on the Spica replacement part at Gryms Dyke play area. The council resolved to accept the quote for a whole replacement Spica with a five year guarantee. This would bring the final total of playground repairs to £5,667.05 + VAT (including the recent skate park repairs).

ix) Buryfield Toddler Play area – pocket park grant application

The successful application to the Pocket Park government initiative, jointly with the GMVA was noted. The full sum of £25,500 has been awarded with an additional match funding of £7,500 by the council. The letter of expectation was signed by the Chair. The deputy clerk is now progressing the project, noting the tight timeframe of 31st March for completion.

x) Request to use Buryfield - Lighthouse

The council resolved to accept the request from Lighthouse to use Buryfield between Sunday 21st July 2019 – Monday 5th August 2019 and, in principle, access over Buryfield car park as an exit point for traffic from the Great Missenden Combined School site, which is intended to be used for parking. However, the council do have safety concerns regarding potential school building works and HS2 works on the Link Road occurring at the time of the Lighthouse event and would request that Lighthouse consider parking at the Black Horse, as has been done in previous years. It was also suggested that Lighthouse should

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consider alternative event locations, as a contingency plan, on safety grounds due to future HS2 works.

xii) Tennis courts – request to book courts by Challenge Tennis

A request was received from Challenge Tennis at Great Missenden Tennis Club to book the tennis courts for some free tennis sessions on a Saturday over the summer. Challenge Tennis are receiving funding from the LTA to offer some free sessions to children. The council discussed the request and resolved not to implement a booking system at this time, however they are happy for Challenge Tennis to use the courts for coaching, if they are available at the time.

xiii) Greens – request for family fun day – bank holiday Monday 6th May

The council resolved to accept the request for Greens to use the whole of Buryfield on Monday 6th May for a family fun day. GMFC will be advised of the decision.

xiv) Request to use Buryfield – for landing a drone

A request from Jeremy Swann to use Buryfield for take off and landing his drone was approved by resolution. This was by majority vote, with the chair using her casting vote. The drone will be used to take photos of the HS2 works on the haul road over the coming years. Permission has been given by the land owner and Jeremy Swan has a commercial pilots licence and public liability insurance.

d) Finance and General Purposes

i) Website – update

Orbit Carrot have started work on the website and logo and colour palettes have been completed. A meeting has been arranged for Thursday 14th March with the working party and Orbit Carrot to discuss further development.

ii) Code of Conduct – for adoption

The GMPC code of conduct has been updated in line with CDC's adopted code. The main update includes more specific instruction on pecuniary interests. The council resolved to adopt the updated code.

iii) Salary increment – for noting

A reminder of the NJC salary award for 2018-20 and upcoming increments for the clerk and deputy clerk were noted. The clerk was congratulated on passing her CiLCA examination.

iv) It was resolved that accounts numbers 210-228 in the sum of £11,255.81 (inc. VAT) for March (interim) be agreed for payment and petty cash items for £102.57 were ratified.

e) Editorial Working Party

Cllr Hewett thanked all the contributors to the recent edition of the Source and reminded everyone for articles for the next edition at the end of April (submission by mid April).

13. Reports from Representative to outside Groups

None.

14. Clerk's Report

- i) The clerk's progress report was noted.
- ii) The clerk reminded the council that the replacement tree had been planted at Lodge Lane and that watering would be required.
- iii) A letter had been received by the office from an insurance company acting on behalf of a resident of Collings Walk. It was advising of nearby trees on council owned land causing

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damage to an extension. This had been passed to the council's insurance company for advice.

14. Matters for information

- i) Cllr Pither thanked Cllr Stevenson for the GDPR training that had been held prior to this evenings meeting.
- ii) Cllr Lovegrove advised he had been asked to regularly attend Great Missenden Traders Association as a council representative. This will be added to next months' agenda for approval.

15. Future Meetings

- a) Planning Committee – **7.30 p.m. Monday 1st April 2019** in the Parish Office
- b) Parish Council – **7.30pm Monday 8th April 2019** in the **Prestwood Community Centre**.

Meeting closed at 10.10pm.