

Little Missenden Parish Council

Minutes of Council Meeting

Tuesday 20th September 2011

The Meeting Commenced at 7.30pm

Attendees: Cllr. Mr. G. Feltham - Chairman
Cllr. Mrs. S. Geraghty - Vice Chairman and Chairman of Finance
Cllr. Mr M. Cole – Chairman of Allotments and Amenities
Cllr. Mr. L. Giles– Chairman of Planning
Cllr. Mr. S. Bonner
Cllr. Mrs C. North
Cllr. Mr. M. Prince
Cllr. Mrs. R. Werbiski
Cllr. Mrs. J. Yarrow

Apologies were received from: Cllrs. J Dominy, R Burns-Green and M Kirby.

County Councillor Mr. D. Schofield part attended the meeting.

11/83 Public Discussion

11/83.1 No members of the public attended the meeting.

11/84 Declarations of Interest

11/84.1 There were no declarations of interest.

11/85 Minutes of Last Meeting

11/85.1 The Minutes of the Finance and Planning Meeting held on 16th August 2011 were received and they were accepted as a true record.

11/86 Matters Arising

11/86.1 Actions arising from the meeting of the 16th August 2011 were reviewed and noted.

11/87 District and County Councillors Report

11/87.1 Cllr. Schofield reported that the state of the roads in Bucks were still the number one priority. A sum of £25 million had been allocated to be spent over the next two year period. Earl Howe Road is to be closed off for repair 26-27th September.

11/87.2 Cllr. Schofield stated that the County have been allocated sixty tickets for the Paralympic Games. Any suggestions of worthy causes to which the tickets could go would be welcomed.

- 11/87.3 There is a full County Council Meeting to be held this Thursday 22nd September and the Chief Constable, Sarah Thornton, will be in attendance.
- 11/87.4 The Clerk informed Cllr. Schofield that there were some concerns about the urban grass cutting within the Parish this year. There appears to be no strimming being done around lampposts etc. Cllr. Schofield will investigate and report back.
- 11/87.5 The Chairman raised concerns regarding the stock of Snowploughs as he had heard that half the stock had been sold off. Cllr. Schofield will investigate and report back.

Cllr. Schofield left the meeting.

11/88 Chairman's Report

- 11/88.1 The Chairman reported that the AGM of the Buckinghamshire Playing Fields Association is to be held on 4th October at Aston Clinton. Cllr. Cole said he would attend and it was suggested that Cllr. Kirby attend also.
- 11/88.2 The Chairman suggested that Councillors should consider attending the BALC Chiltern Planning Event which is being held on 2nd November at CDC Offices. It was **AGREED** that Cllrs. Giles, Prince and Cole would attend along with the Chairman.
- 11/88.3 The Chairman stated that the Open Meeting was planned in Little Kingshill on 7th November. At previous Open Meetings there has been poor attendance from the public. It was **AGREED** that the meeting should take place and that the local Councillors were charged with ensuring that sufficient prior notice is given to local residents.

11/89 Parish Council Committee Business

Planning (Cllr. Giles in the Chair)

- 11/89.2 The minutes of the Planning Committee meeting held on 5th September 2011 were accepted as true record of the meeting.
- 11/89.3 Planning Applications listed in Attachment 1 were considered and the indicated views of the members recorded.
- 11/89.4 It was noted that Planning Application CH/2011/1058/FA - The Prince of Wales Public House, Little Kingshill had been withdrawn.
- 11/89.5 The proposed Waste Station by BCC to be sited at London Road depot in Amersham is still causing concern. Cllr. Prince stated that CDC had objected to this proposal and that he would investigate and report back the reasons for CDC's objections.

11/90. Finance and General Purposes (Cllr. Geraghty reported)

- 11/90.1 Current expenditure for September 2011 was accepted and approved (Attachment 2).
- 11/90.2 There had been no request for Grants.
- 11/90.3 The Second Quarter Income / Expenditure forecast was reviewed and accepted.
- 11/90.4 The Clerk advised that the Grazing Agreement currently in place for the allotment land in Sheepcote Dell Road would not be renewed by the present tenants. It was agreed that the best way to advertise that this land was available would be by word of mouth.
- 11/90.5 The Clerk presented a proposal and the costs for the Planters and Hanging Baskets to be placed in Turners Place and at the junction of Sheepcote Dell Road and at The Common in Holmer Green. It transpired that the estimated costs exceeded the budget set for the current year and the on-going costs would be excessive. It was **AGREED** that the scope be reviewed by the Holmer Green Councillors.
- 11/90.6 The Clerk reported that he had recently had a meeting with a representative from CDC Waste Management Team who were proposing to replace the present waste bins about the shops and the pond with new ones. Photographs of the new bins were shown to the Members.
- 11/90.7 A letter had been received from the Thames Valley & Chiltern Air Ambulance Trust requesting that funds be included within next year's finances to enable a grant to be made to the Trust. It was proposed and **AGREED** that a grant of £500 be made in this financial year.

11/91 Allotments and Amenities

- 11/91.1 The Clerk raised concerns regarding the integrity of the galvanised water tanks at various allotment sites within the Parish. It was suggested and **AGREED** that they be replaced during the next few months with plastic / GRP units.
- 11/91.2 Instructions had been given for the log at the rear of the pond at Holmer Green to be removed in order to try and discourage youths from congregating there.
- 11/91.3 The Chairman proposed that the Council should consider putting a Five Year Plan in place to renew one piece of play equipment in each of the main Playgrounds within the Parish.
- 11/91.4 Cllr. Cole advised that he was to have a meeting with the residents of Little Missenden on 10th October to discuss their needs for addition children's play equipment in the village.
- 11/91.5 There are six trees on order to be planted at Little Missenden during National Tree Week in November. This is to be done in conjunction with the School in the Village. An order needed to be placed with Ridgeway Woodlands for this work.

11/91.6 It was noted that two sapling trees on Holmer Green Common had been vandalised and may require replacement. Subject to Ridgeway Woodlands inspecting the trees the Members **AGREED** to the replacement should the need arise.

11/92 Local Area Forum

11/92.1 The Chairman stated that the next LAF Meeting was to be held on 5th October with the Local Priorities Workshop to be held on 13th October 2011.

11/92.2 An electronic petition had been received regarding the reinstatement of a Skateboard Park to be sited either in the Holmer Green / Hazlemere area. The Chairman advised the Members that the last skateboard facility in Holmer Green had been put by the Earl Howe Allotment. Because of the remote location of the site, much anti-social behaviour had taken place and eventually it had been vandalised and set on fire. The Chairman proposed to pass this matter onto Christine Gardner at BCC as a matter of consideration by the LAF.

11/93 Youth Matters

11.93.1 Cllr. Prince stated that the Youth Club are still pursuing grant funding from BCC and it was probable that they will not need to call upon funds that the Parish Council had in reserve. Neither would they be seeking financial assistance from the Parish Council for the next financial year. As a result the Youth Club would not be submitting a five year plan for the Parish Council. The Chairman stated that if the Youth Club required grant funding in the future then the Parish Council would need to see a five year plan. Cllr. Prince further advised that the Youth Club were currently in the process of setting themselves up as a Limited Company by Guarantor. They had also increased their fees from £1.00 to £1.50 per session.

11.93.2 Collection boxes are to be placed in shops around the village to raise funds for the Youth Centre. They are also organising a Charity Car Wash day to raise money which will be held at the Village Centre premises.

11/93.3 The LAF have granted £2,500 to Connect 4.

11/93.4 Cllr. Prince informed the Council that he has resigned from Connect 4.

11/94 Parish Councillors Reports

11/94.1 Cllr. Cole asked what had happened to the sign at Penfold Lane; the Clerk agreed he would contact CDC to find out what is happening.

11/94.2 Cllr. Bonner said that he had noticed graffiti on the road sign coming into Little Kingshill and that he would notify TfB. He also stated that he had concerns regarding the security of the Commons within the Parish in view of recent events in Essex.

- 11/94.3 Cllr. Giles reported that he had recently attended two meetings regarding the future of Great Missenden Library and BCC had agreed to continue to fund and run the Library but would need community involvement and subletting excess space to keep down costs.
- 11/94.4 Cllr. Prince raised the matter as to who would write the article for the next Holmer Green Today publication. After discussion, Cllr. Prince agreed that he would take on the task.
- 11/94.5 Cllr. North reported that part of the roofing felt on the bus stop at Hyde Heath required replacement.
- 11/94.6 Cllr. Geraghty expressed concern that the hedge in Sheepcote Dell Road needed cutting as it was impeding the footpath. The Clerk agreed that he would contact Paradigm Housing on this matter.
- 11/94.7 The Chairman advised the Members that the Traffic Order at Beamond End had been extended by 12 months to allow further consultation with the local residents, and that the proposals for a gate and bollard were likely to be implemented in February 2012. The top end of Beamond End Lane was to be resurfaced in September 2011.

11/95 Dates of next Meetings.

- 11/95.1 The dates for next meetings are:-

Planning Committee

Monday 7th November at Little Kingshill Baptist Church commencing at 7.00pm
Monday 5th December at 7.30pm

Open Meeting – Little Kingshill

Monday 7th November commencing at 8.00pm

Council

Tuesday 22nd November at 7.30pm
Tuesday 20th December at 7.30pm

There being no further business the meeting closed at 10.30pm

Attachment 1 – Planning Applications – 18th September 2011
Attachment 2 - Expenditure for September 2011

Signed as an accurate record of the Meeting

**Cllr. Graham Feltham
Chairman**

18th October 2011

Abbreviations used in the Minutes

TfB – Transport for Bucks
BCC – Bucks County Council
CDC – Chiltern County Council
WDC – Wycombe District Council
Cllr. - Councillor

Little Missenden Parish Council

Planning Applications – Meeting 20th September 2011

Application Ref.	Address	Proposal
CH/2011/1262/FA Previous Applications:	Mantles Green Cottage Hyde Heath Road Hyde Heath Buckinghamshire HP6 5RW	Change of use of land to form part of residential curtilage, creation of tennis court, erection of detached garage/car port and laying of hardstanding
No Objection		
CH/2011/1352/TP Previous Applications:	4 Cresswell Way Holmer Green High Wycombe Buckinghamshire HP15 6TE	Crown reduction of a horse chestnut tree protected by a Tree Preservation Order
No Objection – Refer to Arboricultural Consultant		

Little Missenden Parish Council

September 2011

MONTHLY EXPENDITURE

Expenditure Folio No:	Payee	Type of Payment Direct Debit / Cheque	Subject	Nett	VAT	Gross	
108	Mazars	Cheque No: 2609	External Audit fees	400.00	80.00	480.00	
109	Oxford IT Solutions	Cheque No: 2610	Website hosting	42.00	0.00	42.00	
110	Thompson Garden Services	Cheque No: 2611	Grass cutting - July	235.00	0.00	235.00	
111	Thompson Garden Services	Cheque No: 2611	Grass cutting - August	277.50	0.00	277.50	
112	Thompson Garden Services	Cheque No: 2611	Grass cutting - September	235.00	0.00	235.00	747.50
113	Clerk	Cheque No: 2612	Salary (September)	632.16		632.16	
114	Assistant Clerk	Cheque No: 2613	Salary (September)	430.77		430.77	
115	HM Revenue & Customs	Cheque No: 2614	Tax / NI	185.76		185.76	
116	Staples	Debit card (RO)	Stationary	53.23	10.65	63.88	
117	Marlow Garden Centre	Debit card (RO)	Top soil	18.32	3.66	21.98	
118	Marlow Garden Centre	Debit card (RO)	Top soil	1.68	0.34	2.02	
119	Wicks	Debit card (RO)	Fence paint	31.98	5.34	37.32	
120	Marlow Garden Centre	Debit card (RO)	Ghrass seed	10.82	2.17	12.99	
121	E-on	Direct Debit	Street Lighting Energy	581.96	116.39	698.35	
122	B Telecom	Direct Debit	Telephone (715429)	40.00	8.00	48.00	
123	SEB	Direct Debit	Energy Street Lighting	52.38	2.62	55.00	
102A	Veolia	Direct Debit	Allotment Water - Hyde Heath	-17.93	0.00	-17.93	
102B	Veolia	Direct Debit	Allotment Water - Hyde Heath	17.99	0.00	17.99	
124	Veolia Water	Direct Debit	Water	10.00	0.00	10.00	207.84
125	British Gas	Direct Debit	Gas energy	53.33	2.67	56.00	
87A	B Gas	Direct Debit	Gas energy	-47.62	-2.38	-50.00	Correction - July
87B	B Gas	Direct Debit	Gas energy	53.33	2.67	56.00	Correction - July
104A	British Gas	Direct Debit	Gas energy	-47.62	-2.38	-50.00	Correction - August
104B	British Gas	Direct Debit	Gas energy	53.33	2.67	56.00	Correction - August
126	B Gas	Direct Debit	Service Cover	19.36	0.00	19.36	
127	E-on	Direct Debit	Electrical energy	35.24	1.76	37.00	
128	E-on	Direct Debit	Electrical energy	-148.13	-7.40	-155.53	Credit
89A	E-on	Direct Debit	Electrical energy	-50.67	-5.33	-56.00	Correction - July
89B	E-on	Direct Debit	Electrical energy	35.24	1.76	37.00	Correction - July
106A	E-on	Direct Debit	Electrical energy	-50.67	-5.33	-56.00	Correction - August
106B	E-on	Direct Debit	Electrical energy	35.24	1.76	37.00	Correction - August
129	Chapman & Son	Cheque No: 2615	Carpet cleaning	140.00	0.00	140.00	
130	Thompson Garden Services	Cheque No: 2616	Cutting back growth on boundary fence	95.00	0.00	95.00	
131	Biffa Waste Services Ltd	Cheque No: 2617	Waste disposal	22.48	4.50	26.98	
TOTAL FOR MONTH				3,435.86	224.14	3,660.00	
Brought forward from previous Months Total				26,127.13		28,117.34	
TOTAL EXPENDITURE TO DATE				29,562.99		31,777.34	

Accounts certified for payment

Richard Osborne

Clerk to the Council & RFO

20-Sep-11

Accounts agreed for payment

Cllr. Mrs. S Geraghty

Chairman of the Finance Committee

MONTHLY INCOME

Income Folio No:	Received From	Type of payment	Subject	Nett £.p	VAT £.p	Gross £.p	
27	J Lewis	Direct Debit	Grazing rent	65.00	0.00	65.00	
28	Lloyds Bank	Account adjust. by Bank	Revenue Interest (Instant)-August			1.16	
29	Lloyds Bank	Account adjust. by Bank	Capital Interest (Business 30 day)			0.15	
30	Allotment tenants	Cheques	Allotment rents			18.00	
9A	Lloyds Bank	Account adjust. by Bank	Revenue Interest (Instant) - April			-0.63	Correction
10A	Lloyds Bank	Account adjust. by Bank	Business Interest (April)			-1.61	Correction
9B	Lloyds Bank	Account adjust. by Bank	Revenue Interest (Instant) - April			0.17	Correction
10B	Lloyds Bank	Account adjust. by Bank	Business Interest (April)			0.81	Correction
16A	Lloyds Bank	Maintained on deposit	Deposit Interest (£20K on 12 mths)			-248.63	Accounted elsewhere
TOTAL FOR MONTH						-165.58	
Brought forward from previous Months Total						40,682.76	
TOTAL INCOME TO DATE						40,517.18	

INCOME OVER EXPENDITURE

CREDIT

8,739.84

COMMITTED COSTS other than Direct Debits & Contracts

Date	Vendor	Type of Instruction	Subject	Nett £.p	VAT £.p	Gross £.p
	BCC	verbal - Jonathan Dickens	Salt Bin -HH & LK	900.00	?	900.00
18/08/2011	Thompson garden Services	PO - LMPC-003-2011	Installation of benches at LK	200.00	0.00	200.00
22/08/2011	Neptune Outdoor furniture	PO - LMPC-003-2011	Benches for LK	1,246.00	249.20	1,495.20
TOTAL						2,595.20