

Minutes of Parish Council Meeting Held on 15th February 2021 at 7:30pm via Zoom.

Present: Councillor S. Burke, Chair

Councillors S. Baker; D. Baker; J. Fallon; D. Hill; G. Spiller; and S. Geraghty.

Assistant Clerk- Mrs L. Lusby

Clerk - Mrs H. Hogan.

Buckinghamshire Unitary Councillor P. Birchley.

One member of public was in attendance.

Councillor Burke opened the meeting at 7:30 and welcomed all. He then closed the meeting for item 19.02.21.

19.02.21 Public Forum

Mrs P. Thickett requested, on behalf of Holmer Green Village Society for permission to use Holmer Green Common on 17th July 2021 for Music on the Common. It is unlikely that the event will be able to go ahead due to Covid restrictions, however planning for road closures need to be sought now in case things change and the event can go ahead.

7:33 pm Councillor Burke closed Public Forum and re-opened the meeting for business.

20.02.21 To receive Apologies from Councillors for non-attendance. None received.

21.02.21 To receive declarations of interest relating to this meeting.

(Under Sections 30(3) and 235(2) of the Localism Act 2011, Councillors are required to register their Disclosable Pecuniary Interests in the Register maintained by the Monitoring Officer of the District Council. The Council's Code of Conduct also requests Councillors to declare these where they relate to any item of business to be discussed).

Councillor S. Baker reported an interest in the following items- 29.02.21.ix; 30.02.21.ii and iii.

22.02.21 To receive and approve the previous Council Meeting Minutes of 18th January 2021. It was RESOLVED that these be approved as an accurate record of the meeting. ACTION – Chair to sign.

23.02.21 To update the Actions Schedule. Actions completed and outstanding were noted by Council, outstanding actions are awaiting further third-party responses.

24.02.21 To receive and note reports from Unitary Councillors.

Unitary Councillor P. Birchley noted that local press had reported on the rejection of a roundabout at Little Missenden due to HS2 works being rejected; a crossing with lights will be installed instead. She noted that Buckinghamshire has a strong economy, particularly when compared to the population figures. Councillor Birchley added that Buckinghamshire Unitary Council (Bucks) has a net operating budget of £441 million and has asked for £459 million for the financial year 2021-2022. She explained that Bucks plan to spend £19 million on roads and £37 million on highways and technical services and have written to Grant Shapps, Secretary of State for Transport, asking that the Aylesbury section of the East West Rail project is not cancelled. Councillor Birchley informed Council that mobile testing for Covid is currently available seven days a week at The Gateway Centre in Aylesbury and the vaccination rollout is on target.

Councillor Burke thanked Councillor Birchley for the contributions she had made and she left the meeting at 19:50.

Councillor Burke mentioned that he had met Mr Dominy (an ex LMPC Councillor) who had congratulated LMPC on the fantastic work at the play area in Little Missenden.

25.02.21. Chairman's Report – Councillor S. Burke

i. LM vent shaft planning applications – access and roundabout.

LMPC, along with other Parish Councils, Bucks Unitary Councillors and village society representatives have worked hard to ensure that this part of the HS2 project was refused planning permission and will not now go ahead.

ii. Chesham vent shaft.

LMPC are working with The Lee Parish Council and Great Missenden Parish Council and have regular meetings with HS2, Align and EKFB (HS2 Contractors) as part of community engagement and information sharing and holding the HS2 works to account. "Stronger Together" has been initiated by Councillor Burke resulting in several Parish Councils willing to work on this project together as individual Parish Councils struggle to get responses to their questions. A questionnaire regarding engagement has recently sent out to Parish Councils in the area; once received the answers will be collated and the evidence presented.

Hyde Heath and Little Missenden villages will be used as 'rat runs' to avoid traffic congestion on the A413 caused by HS2 works. Councillor Burke has written to Lord Chelmsford questioning why the high-speed rail link is still valid. Lord Chelmsford is going to raise this question in the House of Lords.

A meeting has been set up, for 26th February, with senior HS2 managers; LMPC and other Parish Councils representatives to discuss predicted HGV movements from 2016 and what they will realistically be from 2020 onwards. Mitigation needs for village safety will be raised at this meeting.

iii. Funding applications for safety project in Little Missenden.

Buckinghamshire Unitary Council have been given £4 million by HS2 for mitigation works, however this has not yet been released. LMPC wards of Hyde Heath and Little Missenden urgently need mitigation works to take place now for the safety of pupils attending the respective village schools. It was pointed out by Councillor Fallon that the country lanes follow the A413; works along the A413 will impact on Little Kingshill and Holmer Green also as drivers seek to divert when travelling to places along the A404 from the A413.

Councillor Burke stated that LMPC are not receiving any support from Bucks with HS2 concerns and added that without District Councils the burden of responsibility falls to Parish Councils who do not have the same resources. He noted that he has written to all local MP's as regards the HS2 issues LMPC is facing.

iv. Parish Charter – Council response required by Buckinghamshire Council.

A discussion around the Charter took place and answers from LMPC recorded by the Clerk who will respond via the survey requested by Bucks. Overall, it was decided that there is much that can be done to develop and improve the working relationships between Bucks and Town and Parish Councils and that the expectations of Bucks are high considering the budgets and staff that the smaller councils are working with. LMPC wished to note that it is not responsible for footpaths.

v. Transport for Bucks meeting.

The Clerk will attend the next meeting in early March and update Council at the next meeting.

vi. Purchasing MVAS units.

It was agreed that LMPC will purchase two solar powered MVAS units to assist with road safety in Little Missenden and other villages. ACTION – Clerk to raise PO for units and arrange installation. A bid for funding for two further units will be made to the Missendens Community Board. ACTION – Clerk to complete bid online.

Individual Committee Reports

26.02.21. the Chair of Planning – Councillor S. Baker

- i. *Name for new development at rear of Watchet Lane, Holmer Green to be agreed and confirmed to Buckinghamshire Council and Beeks Building Contractors.*
Council agreed that the name Silverwood Place was agreeable. ACTION – Beeks to be informed by the Clerk.
- ii. *Neighbourhood Plan proposal presented to LMPC by Hazlemere Parish Council on 1st February 2021.*
It was decided that LMPC would not wish to join with Hazlemere Parish Council with their Neighbourhood Plan proposal as it includes only a small section of Holmer Green ward. ACTION – Clerk to write and decline offer.
- iii. *Closure of footpath alongside Holmer Green Senior School.*
This is a community right of way and is being looked into by LMPC.
- iv. **38 Watchet Lane, Holmer Green, Bucks HP15 6UG** – two storey side extension and single storey rear extension following demolition of garage (alternative scheme to PL/20/1197/FA).

Reference	PL/21/0309/FA
Date Validated	1 st February 2021
Consultation Expiry Date	25 th February 2021
Date Received by LMPC	5 th February 2021
Determination date	29 th March 2021

NO OBJECTIONS – Assistant Clerk to note and action.

- v. **Sandor, 15 Earl Howe Road, Homer Green, Bucks HP15 6PU** - Hipped roof to front dormer, enlargement of rear dormer, alterations to roof of existing rear extensions including addition of 2 roof lanterns, changes to doors and windows, alterations to chimney and render to existing brickwork.

Reference	PL/21/0245/FA
Date Validated	1 st February 2021
Consultation Expiry Date	24 th February 2021
Date Received by LMPC	4 th February 2021
Determination Date	29 th March 2021

NO OBJECTIONS – Assistant Clerk to note and action.

27.02.21 the Chair of Finance – Councillor D Hill

- i. *Agree monthly cheque payments.*
All agreed. ACTION Assistant Clerk to raise.
- ii. *HGSA payments for rent.*
No payment has been received as yet. HGSA will be in touch before the end of March to update LMPC.
- iii. *Precept request – sent in by deadline.*
Noted by Council.
- iv. *Conclusion of Audit – items addressed for future.*
The two items raised by the external auditor report from 2018-2019 AGAR were noted in 2019 and resolved immediately LMPC was made aware in 2019 but were not minuted at the time. This did not prevent a certificate being given.
- v. *Appointment of internal auditor.*
It was proposed, and AGREED, that of the people approached to carry out the LMPC internal audit for 2020-21 financial year that Mrs B. Knight of Ivinghoe Parish Council be appointed. ACTION – Clerk to raise PO to this effect and speak with Mrs Knight.
- vi. *Appointment of Total Tax Accountants.*
It was RESOLVED to appoint Total Tax Accountants of High Wycombe to carry out the accounts function for LMPC at a cost of £3,000.00 per annum. ACTION – Clerk to inform and raise PO.
- vii. *Chairman’s allowance.*
It was discussed and AGREED that a budget of £300.00 be allowed for this purpose and it will be added to the budget. ACTION – Clerk to ask accountant to add to budget codes.

28.02.21 the Chair of Open Spaces – Councillor S. Burke

- i. *Peek and Seek at Little Kingshill play area*
Councillor Burke has now exhausted all avenues to reduced the noise levels the only options left are to remove and replace which will be too costly, to fill the pipes with a material that prevents movement or leave in situ in the knowledge that the noise levels will diminish as the pipes wear. Council was undecided on action to take and agreed to consider the options and return to at the next meeting. ACTION – Clerk to put on the Agenda for March.
- ii. *Play area inspections – outsourcing or in-house. To be discussed and a decision made.*
It was RESOLVED to keep inspections in-house for now; with the Assistant Clerk undergoing training and trialling the role for a period of three months after receiving initial training. This will be reviewed after three months and a final decision made. ACTION – Assistant Clerk to undergo training and trial role for three months then report back to Council.

29.02.21 Clerk’s Report

- i. *Hyde Heath Access Protection Markings – PO raised.*
This has been paid for also but no date has been given by TfB as to when it will happen.
- ii. *2021 Elections.*
Information regarding elections, including key dates, has been shared with Councillors. Clerk to advertise elections and keep Council up to date with any changes due to Covid.
- iii. *Hyde Heath Village Society – donation received to road safety at Hyde Heath Infant School site.*

Clerk has written to HHVS on behalf of LMPC to thank them for their donation.

iv. *Emergency street light repairs December 2020.*

The Clerk informed Council that she authorised repairs to take place for two sites within Holmer Green as within her remit.

v. *Quotation for emergency works on street light column at Holmer Place.*

This was received and approved by Council as per standing orders. It was not felt appropriate for this site, outside residences for elderly persons, to be kept waiting. A PO has been raised and the works completed £1,000.00 plus VAT for new cut out to the column.

vi. *Request from Christ Church, Holmer Green for donation towards upkeep of graveyard.*

It was RESOLVED that a cheque for £300.00 be raised in response to this request. ACTION Cheque to be raised and covering letter sent with it.

vii. *PO raised – install new rope on Spiders Web play area equipment at Holmer Green.*

PO was raised as an emergency to replace worn part, Council was made aware prior to PO being raised. Part has been installed.

viii. *Email of thanks from Rayners Nursing Home for installing the bench they donated at Hyde Heath Common.*

Thanks were noted and appreciated by Council.

ix. *Boiler breakdown – emergency repair 08.02.21.*

An emergency repair was required and authorised by the Clerk and Councillor D. Hill - due to heating failure this could not wait until a meeting.

30.02.21 Rossetti Hall

i. *Holmer Green Village Society – gardening group – offer to plant by stone and grass verge at front of Rossetti Hall.*

This item was discussed and approved. It was also agreed to put some paving slabs between the hall name plaque wall and the windows of the hall to prevent both being splattered with grass cuttings. The paving slabs will be donated by Councillor Burke. ACTION – Clerk to write to HGVS and let them know and thank them for their kind offer.

ii. *Flooring replacement.*

A budget of around £2,300.00 will be needed to replace carpet tile flooring in the Hall to a hospital grade vinyl flooring which is non-slip and easily disinfected. Samples will be made available for final decision. Curtains will also need replacing to meet current safety regulations a budget of around £800.00 will be required for this. Quotes will also be sought for re-decoration of the Hall and presented at the next Rossetti Hall Committee Meeting and window repair.

iii. *Boiler service – quotes received; approval required. It was RESOLVED to accept the quote from Boiler Guard. ACTION – Clerk to raise PO.*

Councillor Burke thanked Councillor S. Baker for installing the Ring security system and Councillor Fallon for setting up the boxes for re-cycling to raise funds for Medic to Medic. [Medic To Medic](#)

13.01.21 Councillors Items for Discussion and, where necessary, approval – not resolved at January meeting.

- i. Memorial Garden – quotes received for tree work.
It was RESOLVED to accept the quote for £300.00. ACTION – Clerk to raise PO and check TPO prior to see if permission is required from Bucks.
- ii. Play area inspections – outsourcing – quotes received – only one quote received in time for last meeting. Possibility of doing in house to be discussed and a decision made.
See 28.02.21.ii above.

31.02.21 Councillors Items for Discussion and, where necessary, approval

- i. Sensory Garden Tenancy Agreement with Holmer Green Village Society.
Councillor S. Baker has written to suggest the project is run jointly with HGVS, LMPC and representatives of the local community; however, no response has been received to date. After much discussion regarding water and power supplies and lack of car parking it was RESOLVED that version 3 of the agreement be adopted. ACTION – Clerk to contact HGVS to inform and send agreement for signature.
- ii. MVAS Unit – quote for new batters £250.00 per battery plus P&P.
It was AGREED to set up a budget of £1,000.00 for replacement batteries. ACTION When items are available (out of stock at present until June or July) they will be ordered – Clerk. RFO to arrange for budget adjustment.
- iii. Local Authority Membership of National Allotment Society.
It was AGREED that it would be beneficial to LMPC to join. ACTION – Assistant Clerk to arrange membership.
- iv. Change of banking provider – Unity Trust Bank <https://www.unity.co.uk/>
After much discussion it was AGREED that the Clerk will research other banking institutions. ACTION – Clerk to report back to Council at the next meeting for a decision to be made.

32.02.21 Youth Matters

33.02.21 Community Boards

Nothing new to report at present.

34.02.21 Allotments – Assistant Clerk L. Lusby.

- i. Quote for works at Beech Tree Road allotments for approval – quotes higher than budgeted for at previous meeting.
It was RESOLVED to go with the quote from Clarke and Allen. ACTION – Assistant Clerk to raise PO and organise works.
- ii. ASB at Earl Howe Road site.
The Assistant Clerk reported that there has been some anti-social behaviour reported at the Earl Howe / Hogg Lane Allotments. This has been reported to the police and the PCSO's will add to their schedule for patrol. There have also been complaints of members of the public walking through the Allotments at this site and some dog fouling is evident. It was RESOLVED that signs be put on the gates at either end of the site to remind people that there is no public right of way. ACTION – Assistant Clerk to seek prices for signs and installation for approval by Council.

35.01.21 Ward Reports and Updates

i. Holmer Green

Memorial Bench request at Holmer Green – Councillor Spiller.

It was RESOLVED that permission be given for a memorial bench to be sited on The Common at the Village Hall side. ACTION – Councillor Spiller and Clerk to liaise with the resident who has requested this.

Drainage on the Common

LMPC have been advised that French drains will not work. ACTION – Assistant Clerk to seek alternatives.

Music on the Common

It was RESOLVED that permission be granted to HGVS to hold the event, subject to meeting any Covid restrictions that may be in place at the time. ACTION – Clerk to write to Mrs Thickett of HGVS.

Sheepcote Dell Road

There was no warning given regarding the recent road closure. ACTION - Clerk to write to relevant department to find out why.

ii. Hyde Heath

Nothing further to report at present.

iii. Little Kingshill

Nothing further to report at present.

iv. Little Missenden

Nothing further to report at present.

36.01.21 Items for Next Agenda - Clerk to note

There being no further business Councillor Burke closed the meeting at 21:35.

Dates of next Meetings

Planning: 1st March 2021 commencing 7:00pm. ***PLEASE NOTE EARLIER TIME***

Little Missenden Ward Open Meeting: 1st March 2021 commencing 8:00 pm.

Council: 15th March 2021 commencing 7:30pm.

Signed as an accurate record of this meeting _____

Councillor S. Burke (Chair)