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## MINUTES OF THE PARISH COUNCIL MEETING HELD ON 19<sup>TH</sup> APRIL 2021 VIA ZOOM

**Present: Councillors Burke (Chair), D. Baker, S. Baker, J. Fallon, S. Geraghty, D. Hill and G. Spiller.  
Proper Officer – Helen Hogan, Clerk.**

The meeting was opened at 7:30pm by Councillor Burke

### **55.04.21 Public Forum**

*There were no members of the public in attendance.*

### **56.04.21 To receive Apologies from Councillors for non-attendance.**

*Unitary Councillors P. Birchley and J. Waters were accepted.*

### **57.04.21 To receive declarations of interest relating to this meeting.**

*None received.*

### **58.04.21 To receive and approve the previous Council Meeting Minutes of 15<sup>th</sup> March 2021.**

*It was RESOLVED that these minutes be accepted as an accurate record of the meeting and will be signed by the Chair in due course.*

### **59.04.21 To update the Actions Schedule.**

*Actions taken, pending and outstanding were noted.*

### **60.04.21 To receive and note reports from Unitary Councillors.**

Councillor Jonathon Waters joined the meeting at 20:00. Councillor Burke welcomed him to the meeting and invited him to report to Council. Councillor Waters mentioned that it is Purdah with elections ongoing and will be moving into new budgets from May onwards and a few items will be done in Holmer Green at this time. He stated that he wanted to hear any points and issues LMPC would like to raise and views on anything. New construction at Rosewood Farm was mentioned and that there is an outstanding issue from 2017 that Adam Pegley is supposed to be dealing with this, Councillor Waters will chase. Councillor S. Baker asked if there was any further news regarding the footpath closure; Councillor Waters said that he had discovered that the intention was always that this would be a public

footpath as far as Buckinghamshire County Council was concerned. Councillor Waters offered to chase up the status of the path and keeping it open for public use and added that it is always good to hear about planning from Parish Councils as they are generally more aware of local issues. Councillor Burke added that Councillor Waters was more than welcome to remain in the meeting or could leave as he had joined this meeting straight from another one. Councillor Waters wished to stay for the remainder of the meeting.

**43.03.21. Chairman's Report – Councillor S. Burke – not resolved at March Meeting**

- ii. Funding application for safety project in Little Missenden – acknowledgement received, will go before the Board for consideration and LMPC will be advised of the outcome. *The application was sent in February to the Community Board, it has been resubmitted as not received. It will now be considered – awaiting decision.*
- vii. b) – Quote for overhanging trees and beyond fence adjacent to access road for garages next to Earl Howe Road Allotments. *It was RESOLVED that this be ACTIONED.*
- vii. c) Brambles and trees facing Earl Howe Road – quote for removal. *It was RESOLVED that this be ACTIONED.*

**61.04.21. Chairman's Report – Councillor S. Burke**

- i. HS2 update and weekend closure of the A413. *Councillor Burke commented on the night closure of roads at Amersham due to HS2 construction works and that the diversion route is unlikely to be followed; this will result in increased rat running through Holmer Green and will be raised by him at a meeting with HS2 on 21<sup>st</sup> April. Councillor Burke stated that the proposed weekend closure of the A413 on the 17<sup>th</sup> and 18<sup>th</sup> April was refused by Buckinghamshire Council. Councillor Burke has requested a meeting regarding the safety of schools with the HS2 Residents Commissioner, particularly as Little Missenden School has recently had six new pupil applications withdrawn due to concerns over traffic issues and travel time on the A413 and surrounding areas due to HS2 construction work.*
- ii. By-Election. *It was reported that there is a lot of jostling for the role and residents have raised concerns that it will be a 'shoe-in' result.*
- iii. May Elections – retiring Councillors and recruiting replacements. Two new Councillors have been elected and will be joining Council next month. Sadly, two existing Councillors did not stand for election and will complete their terms next month.
- iv. Land owned by LMPC. *This item was not discussed.*
- v. Private and confidential section. *A matter of a private and confidential nature was discussed. No resolutions were made.*
- vi. Future meetings protocol. *It was RESOLVED that if government do not change the legislation (and allow councils to continue to meet remotely the council would adopt a different structure until all Councillors were confident to return to face to face meetings) then LMPC would meet with the quorate number (3 as stated in the Standing Orders) and one Officer for minute taking*

*purposes. The views and opinions of Councillors unable to attend for items that require a resolution will be discussed and taken into account when resolutions from attendees meet.*

## **Individual Committee Reports**

### **62.04.21. the Chair of Planning – Councillor S. Baker**

<p>a)</p> <p>Reference: Date validated: Consultation expiry date: Date received by LMPC: Determination date:</p>	<p>Land at Grooms Cottage, Penfold Lane, Little Missenden, Buckinghamshire, HP7 0QU - NO OBJECTIONS RAISED</p> <p><b>Application for permission in principle for 1 dwelling with associated vehicular access.</b></p> <p><b>PL/21/1280/PIP</b></p> <p><b>6th April 2021</b></p> <p>Wed 28 Apr 2021 –</p>
<p>b)</p> <p>Reference: Date validated: Consultation expiry date: Date received by LMPC: Determination date:</p>	<p><b>2 School Close, Holmer Green, High Wycombe, Buckinghamshire, HP15 6SR - NO OBJECTIONS RAISED</b></p> <p>Single storey front extension with new pitched roof above porch and garage</p> <p>PL/21/1123/FA</p> <p>29th March 2021</p> <p><b>Wed 28 Apr 2021</b></p>
<p>c)</p> <p>Reference: Date validated: Consultation expiry date: Date received by LMPC: Determination date:</p>	<p><b>Model Railway Site, Dormer Lane, Holmer Green, Buckinghamshire, - NO OBJECTIONS RAISED. LMPC sub-let this land to HGSA and the head lease is held by Buckinghamshire Unitary Council. HGSA therefore need to write and apply for permission, as will LMPC once in receipt of this. ACTION – WRITE TO HGSA.</b></p> <p>2 floodlit padel tennis courts with associated fencing</p> <p>PL/21/1134/FA</p> <p>31st March 2021</p> <p><b>Wed 28 Apr 2021</b></p>
<p>d)</p> <p>Reference: Date validated: Consultation expiry date: Date received by LMPC: Determination date:</p>	<p><b>24 Forge Close, Holmer Green, High Wycombe, Buckinghamshire, HP15 6PY - NO OBJECTIONS RAISED</b></p> <p>Single storey front extension</p> <p>PL/21/1167/FA</p> <p>23rd March 2021</p> <p><b>Wed 28 Apr 2021</b></p>

e)  
Reference:  
Date validated:  
Consultation expiry  
date:  
Date received by LMPC:  
Determination date:

**44 Brays Meadow Hyde Heath Amersham Bucks HP6 5RY - NO OBJECTIONS  
RAISED**

Certificate of lawfulness for proposed vehicular access

PL/21/1142/SA

9 April 2021

NOT AVAILABLE

**63.04.21 the Chair of Finance – Councillor D Hill**

- i. Agree monthly cheque payments. *It was RESOLVED that all cheques be signed. ACTION – Cheques to be signed and sent out.*
- ii. Year end and AGAR. *Councillor Hill stated that all receipts and payments were satisfactory and that the documents regarding the finances had been circulated. Year end is almost complete and as soon as the figures are available, he will give explanations. Councillor Burke added that there will be surplus as many tasks were not completed last year due to Covid-19 and new projects have not begun or been considered for the same reason.*

**46.03.21 the Chair of Open Spaces – Councillor S. Burke – not resolved at March Meeting**

- i. Footpath in Little Kingshill. *A request from a resident for LMPC to gravel a section of footpath was rejected. ACTION – Clerk to write to resident.*

**64.04.21 the Chair of Open Spaces – Councillor S. Burke**

- i. Assistant Clerk's feedback from first play area inspections. *Postponed until next meeting.*
- ii. Installation of posts along edge of Meadow Cottages Play Area. *It was RESOLVED that the quotation be accepted. ACTION – PO to be raised.*
- iii. No dog signs for play areas. *It was RESOLVED that the quotation be accepted. ACTION – PO to be raised.*

**65.04.21 Clerk's Report**

- i. Thank you letter received from Christ Church in Holmer Green for £300.00 donation towards upkeep of burial area within church grounds.
- ii. Letter of condolence sent on behalf of LMPC regarding Dame Cheryl Gillan.
- iii. Ring doorbell at rear of building - £24.99 paid using LMPC debit card for access to recordings for security.
- iv. Stationery Order – Clerk £48.11
- v. Chains to enhance security at Earl Howe Road and Beech Tree Road allotments ordered using own debit card ££51.96 – will claim back on expenses.
- vi. Window repair – Holmer Green Double Glazing – free of charge.
- vii. Wilmott Dixon Construction, Watchet Lane, site visits welcomed.

- viii. Book of condolence ordered along with additional sheets £36.94 – Clerk’s personal debit card – to claim back on expenses.
- ix. Letter of condolence to the Queen on the passing of the Duke of Edinburgh.

*Items from the Clerk were noted by Council.*

#### **48.03.21 Rossetti Hall – not resolved at March Meeting**

- i. Flooring quotes. *Not discussed.*
- ii. Curtain quotes. *Not discussed.*
- iii. Re-decoration quotes. *Not discussed.*
- iv. Barrier installation costs. *It was discussed and RESOLVED that alternative solutions be sought as the barrier could be problematic for entry and exit from the car park.*

#### **66.04.21 Rossetti Hall**

- i. Suggested hire costs to be approved. *It was RESOLVED that these costs be adopted but were subject to review alongside opening costs.*
- ii. Rates – payable from July at a reduced rate– no income for Hall since March 2020. *For information only. No discussion required.*

#### **49.03.21 Councillors Items for Discussion and, where necessary, approval – not resolved at March Meeting**

- i. Mobile phone for staff who are regularly out on-site visits – pay as you go costs to be presented in addition to monthly contract. *No RESOLUTION was made Councillor Burke wished to consult with the Assistant Clerk further before a decision is made.*

#### **67.04.21 Councillors Items for Discussion and, where necessary, approval.**

- i. Tree planting request for 25% of the grassy area were given over to trees (1,000 trees to be planted). *It was unanimously RESOLVED that this request be rejected. ACTION -Clerk to write to resident who made the request.*
- ii. Upgrade to security to ensure compliance with new regulations – Clerk. *This item was discussed and more information was requested. ACTION – Clerk to invite Great Oaks IT to the next meeting to answer their questions around this subject.*
- iii. Quote from Window Flowers for planters and hanging baskets at Holmer Green shopping centre. *It was RESOLVED that the quotation be accepted. ACTION – PO to be raised.*
- iv. Agree protocols for LMPC in the event of the death in the Royal Family – this has been requested on behalf of Buckinghamshire’s new Lord-Lieutenant, The Countess Howe to ensure that LMPC plans are in line with others. *This item was discussed and it was RESOLVED that the Clerk seek what protocols other parish councils (to ensure a level of continuity) within the area have in place and a policy to be written.*
- v. Order for MVAS batteries – none in stock anywhere at present – order now at £295.00 each and be added to a wait list or defer. *It was RESOLVED that the quotation be accepted. ACTION – PO to be raised.*  
Installation of posts along edge of Meadow Cottages Play Area. *It was RESOLVED that the quotation be accepted. ACTION – PO to be raised.*
- vi. No dog signs for play areas. *Duplicate item – not discussed.*

- vii. Gully clearing. *Councillor Burke reported that he is seeking a map to be drawn up of all gullies in the LMPC area and has employed a person to do so. Councillor Waters stated that the Fix My Street Maps already show the gullies, adding that new schedules have been released for gully clearing and the aim is to clear annually all gullies giving priority to towns.*
- viii. Holmer Green Open Meeting 10<sup>th</sup> May. *Virtual meetings currently no longer allowed after 7<sup>th</sup> May 2021. It was RESOLVED to postpone the Open Meeting until 5<sup>th</sup> July 2021 when government legislation regarding meeting virtually has been published (21<sup>st</sup> June21).*
- ix. *Quote for replacement equipment part at Holmer Green Play Area. It was RESOLVED that the quotation be accepted. ACTION – PO to be raised.*
- x. *Re-opening of Rossetti Hall for hire. This item was discussed and will be looked into further as additional staff will be required for this to function safely – Councillor Burke will report back to Council – on agenda for next Chair / Officer meeting.*

**68.04.21 Youth Matters** *No items reported.*

**69.04.21 Community Boards** *No items reported.*

**70.04.21 Allotments** – Assistant Clerk L. Lusby. *It was RESOLVED that LMPC supply a skip for the debris from the two recent fires to be removed from site. ACTION – PO to be raised. Councillor S. Baker reported that a shed has been donated and he will arrange transport to the allotment site for the tenant.*

### **53.03.21 Ward Reports and Updates - not resolved March**

- i. *Holmer Green – access protection white lines to prevent parking at the play area opposite the public house and junction of Sheepcote Dell Road. Costs are not available unless LMPC pay for one at standard length and then ask for it to be extended by a particular length and additional cost will be given, unable to gain cost any other way. Cost is £110.00 for standard length. It was RESOLVED that this be ordered by the Clerk. The issue of pavement and inconsiderate parking along with speeding was discussed by Council. It was RESOLVED that deterrent measures in the form of 4 mobile figures be purchased at the cost of £60.00 each, and used within the parish and the impact monitored. ACTION – PO to be raised.*
- ii. *Hyde Heath – request from HHVS for funding support from LMPC to purchase MVAS (Mobile Vehicle Activated Signs) to prevent speeding and increase safety for school children in the village. Councillor Burke reported that HHVS is raising money for a MVAS at Weedon Hill end of Hyde Heath. This will release one of the two LMPC have ordered for elsewhere in the parish, when the road closures take effect due to HS2 more units will be needed in all the LMPC villages as mitigation for the rat running. HHVS have raised £1,500.00, the village shop and school are going to make a donation; Councillor Burke asked if LMPC could make a donation and will gain across the parish whilst spending less in Hyde Heath. It was RESOLVED that a donation of £1,000.00 be made towards the purchase to HHVS. Councillor Fallon wished it to be noted that there are serious issues within Holmer Green and there are thousands of children at the schools here who also need protective measures to be taken. Councillor Burke said that he has raised this with the HS2 Commissioner but unfortunately*

*HS2 has not considered this impact. Councillor Fallon raised the point that research shows that MVAs units are ineffective in slowing vehicles down. Councillor Burke responded that this is true of PVAS (Permanent Vehicle Activated Signs) and that MVAS are more effective due to their mobility and Chesham Bois, along Copperkins Lane use two units within a short length of road to reduce speeding. He mentioned that a bid has been put in to The Community Board for two and also to HS2 for funding of four.*

#### **71.04.21 Ward Reports and Updates**

- i. Holmer Green
  - a) Metal detection at The Old Skate Park and Holmer Green Common. *A professional has undertaken to use metal detecting equipment at The Old Skate Park and would now like permission to repeat the exercise on The Common at Holmer Green as nothing of interest was discovered at the Skate Park. Signs would be put up beforehand and no evidence is left behind that the ground has been disturbed. It was RESOLVED that permission be given.*
  - b) Sensory Garden Project *The Clerk reported that the agreement will be signed this week by all parties and that Mr Thickett has informed the Clerk that on 28<sup>th</sup> April a 'forest' will be planted at the site. It was discussed that the layout should be discussed with LMPC prior to this happening. Action – Clerk to write to HGVS to say that this cannot go ahead until all Holmer Green Councillors have seen all the plans and permission must be sought by HGVS of LMPC before this goes ahead.*
  - c) *Councillor Spiller reported that there are missing posts at the Village Hall side of The Common and that these will need to be replaced. It was RESOLVED a PO could be raised for this with Thompson Garden Services.*
  - d) *Post Box at crossroads – Councillor Fallon asked if this fallen box has been reported, the Clerk has attempted to report to the Post Office but not been successful yet. It was pointed out that the box is redundant. Action – Clerk to arrange removal.*
- ii. *Hyde Heath Councillor Burke reported that a litter pick took place with fantastic support and a record amount of litter and rubbish collected. Fly tipping of green waste and builders waste is an issue. Councillor Baker reported that all the staff and clients of Chesham Ops and Great Missenden Walled Garden were given Easter gifts as they were at Christmas. He was praised by Council for this work.*
- iii. *Little Kingshill Councillor Burke reported that a replacement quote has been sought for the Silver Birch at the Memorial Tree area on The Common. He noted that residents wanted to do something with the tree trunk that was left after it fell down but unfortunately this has been stolen from the site, he added that quotes have been sought for a replacement tree for this area of The Common.*
- iv. *Little Missenden Nothing new to report.*

Councillor Burke spoke with great sadness regarding Councillors Geraghty and Spiller who have not put themselves forward for election, they will complete their term in office. Both Councillors have given service for many years and their support, inspiration, knowledge and time given over the years will be greatly missed. Councillor Burke expressed gratitude on behalf of Council and residents alike noting that the contributions have been remarkable.

Councillor Geraghty said that she will miss Council, has enjoyed her time as a Councillor and wished LMPC every success for the future and thanked all for their support. Councillor Spiller seconded this.

Councillor Burke thanked Councillor Jonathon Waters for attending the meeting and for his comments and support and said that he is always welcome.

**72.04.21 Items for Next Agenda** - Clerk to note

*There being no further business the meeting closed at 21:31*

***Dates of next Meetings***

**Planning:** 10<sup>th</sup> May 2021 at 7:30pm.

**Holmer Green Open Meeting:** 10<sup>th</sup> May 2021 at 8:00 pm POSTPONED UNTIL 5<sup>TH</sup> JULY

**Council: Annual Parish Meeting** 17<sup>th</sup> May 2021 at 7:30 pm followed by **Parish Council Meeting**

All dates are available on our website [www.littlemissendenpc.co.uk](http://www.littlemissendenpc.co.uk)

Signed as an accurate record of this meeting \_\_\_\_\_

**Councillor S. Burke (Chair)**