



**MINUTES OF PARISH COUNCIL MEETING
HELD VIA ZOOM ON 18TH JANUARY 2021**

Present: Parish Council - Councillor Burke, Chair; Councillor D. Baker; Councillor S. Baker; Councillor J. Fallon; Councillor S. Geraghty; Councillor D. Hill; Councillor G. Spiller, Clerk – Helen Hogan; and Assistant Clerk – Lynne Lusby.
Buckinghamshire Unitary Council – Councillor P. Martin and Councillor P Birchley.

1.01.21 Public Forum

(Subject to the approval of the Chairman, Members of the Public will have the opportunity to ask questions relating to matters of community interest, which fall within the responsibility of the Parish Council). **15 minutes are allocated for this section.** No members of public in attendance.

2.01.21 To receive Apologies from Councillors for non-attendance. *Apologies received from Councillor J MacBean*

3.01.21 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). None declared.

4.01.2121 To receive and approve the previous Council Meeting Minutes of 14th December 2020. It was RESOLVED that the minutes were correct and will be signed in due course by Councillor Burke.

5. 01.21 To update the Actions Schedule. No comments were made.

6.01.21 To receive and note reports from Unitary Councillors.

Councillor P. Martin reported on two main issues – HS2 and Transport for Bucks (TfB).

HS2 He reported that Buckinghamshire Council has been pushing very hard to get changes in the approach and that Councillor S. Burke and Mr A. Cordiner have helped with this, achieving greater positivity from the HS2 situation. Councillor Martin noted that the Commissioner for HS2 is supportive regarding engagement but that Buckinghamshire Council are not satisfied with answers not received regarding traffic pressures and the Commissioner will encourage HS2 to return to and address the issues raised. He added that he has written to Dame Cheryl Gillan to ask what more can be done. On 21st January the Transport Select Committee will be meeting and Councillor Martin will be raising items for answers and engagement around traffic issues, adding that Martin Tett has written to the Chair of the Parliamentary Select Committee regarding engagement, or lack of between HS2 local officers and Councillors.

TfB Councillor Martin stated that a focus group is being set up to engage with Parish and Town Councils on a day-to-day basis regarding services from TfB; adding that the contract is coming up for renewal. LMPC representation will assist with the representation of the Parish Council for this group; Councillor Burke to attend the meeting on the 19th January.

Councillor P. Birchley reported on the current Covid-19 figures and added that although numbers of cases are falling, they are still high.

Councillor Burke asked the Unitary Councillors what LMPC could do going forward to support the drive for improvements in services as LMPC seek to improve communication for the residents it holds in high regard.

19:48 Councillors Martin and Birchley left the meeting.

7.01.21. Chairman's Report – Councillor S. Burke

HS2 report

- i. *LM vent shaft planning applications* – access and roundabout. Two applications have been presented by HS2 – one for access and one for a roundabout. Councillor Burke and others have been campaigning against these relentlessly, resulting in Highways rejecting the application for the access site. The roundabout application has been withdrawn and resubmitted; there is a meeting on 21st January to discuss this.
- ii. *Chesham vent shaft* - Councillor Burke reported that the meeting held at Hyde Heath School on 15th January with Align resulted in Align admitting that the proposed roundabout would link Little Missenden village school and the Chesham Road, however they declined to discuss the impact on the school and the village of Hyde Heath.
- iii. *Buckinghamshire Council and the democratic process* – LMPC have raised questions in writing with the Portfolio holders and Buckinghamshire Council, and explained the impacts on the local communities; as yet no response has been forthcoming. LMPC and its communities are isolated in this as the democratic process seems not to be working regarding HS2.
- iv. *Working with the Lee and Great Missenden councils* - LMPC is working with Great Missenden and The Lee Parish Councils; Councillor Colin Sully of The Lee has prepared a report regarding the traffic movements along the A413 as all lorries from Stoke Mandeville along to Amersham will be using this route. Align are using traffic data from 2016 and are not taking into account traffic movements beyond the Chesham Vent Shaft site, they claim only 26 HGV movements per day; the total number along the line will be 700+ and have denied there will be bottle necks and queues when the dual carriage way is reduced to one lane. Align refer to their 'modelling' which they are unable to share as it is 'secret'. LMPC stance is that something affecting communities on this scale cannot be kept 'secret' from those communities. Councillor Gaskin, of Calvert Green Parish Council, has written to LMPC in support as the impacts on the local community there have been devastating. Councillor Burke has written to town and parish councils along the line to raise awareness of the situation and to encourage a united approach for greater impact.
- v. *Funding applications for safety project in Little Missenden* – several applications have been submitted for funding to make the village and the school safer for the residents due to the impact on increased traffic using the village as a rat run. Unfortunately, a great deal of funding has been earmarked this year for Covid recovery and so far, a successful response has not been forthcoming. LMPC will continue to seek funding for this project.

Councillor Geraghty wished to note her depth of gratitude for the time, effort, and lengths that Councillor Burke has gone to regarding HS2 and expressed her admiration. This was applauded by all.

20:09 the meeting closed for the Planning Meeting to take place.

Individual Committee Reports

8.01.21. the Chair of Planning – Councillor S. Baker – see separate minutes for Planning

20:22 the meeting re-opened for business.

9.01.21 the Chair of Finance – Councillors D Hill

- i. Agree monthly cheque payments - it was RESOLVED that all could be paid. ACTION – Assistant Clerk to raise cheques and remittance letters.
- ii. Budget review expenditure v budget – As of October 2019 LMPC has underspent in some areas due to the effects of Covid-19 and this will impact on costs for next financial year. It was proposed that, as the elections are reported to be going ahead this year, an increase to £3,000.00 be put aside to cover costs as Buckinghamshire bill Parish Councils for this.
- iii. Pension contributions - it was reported that an anomaly with the pensions in 2019/2020 meant that the budget for pensions should be reduced by £3,000.00 for 2021/22.
- iv. Holmer Green Sports Association (HGSA) payments for rent – Due to Covid-19 HGSA have been unable to pay their rent to LMPC this financial year. LMPC have agreed to halve the rent and are awaiting an update as to when the balance will be made available as LMPC have paid the rent to Buckinghamshire Council as lease-holders of the site. ACTION – Councillor Hill to write to HGSA.

10.01.21 the Chair of Open Spaces – Councillor S. Burke

- i. Annual Tree Survey – this was discussed and it was RESOLVED to secure quotes and have all the suggested works actioned. ACTION – quotes to be sought. Term *same applies* within the report to be clarified by the Clerk.
- ii. Bench ordered for Holmer Green Play Area – within budget agreed.
- iii. Grass and Hedge cutting contracts. As there have been no complaints the contracts will be rolled over as per the terms of the contract after an initial twelve-month period. ACTION – Clerk to confirm to contractors.
- iv. Removal of bench at Hyde Heath – quote for approval. It was RESOLVED to accept the quote. ACTION – Clerk to raise PO.
- v. Cctv at Holmer Green Play Area - additional quote received. This was discussed and deemed to be too expensive to take forward.

11.01.21 Clerk's Report

- i. Correspondence: Letter from Little Missenden Church thanking LMPC for a donation towards the upkeep of graves. This was noted by Council with appreciation.
- ii. Stationery order. Noted by Council.
- iii. Boiler repair – new pump installed. Noted by Council.
- iv. Email of thanks received from Chesham Town Council for continuation of grass cutting contract after initial 12-month period. Noted by Council.
- v. Hyde Heath dropped kerb project. This should begin on 19th January.
- vi. Bench for HG construction cost – sent flat packed. A cost of £30.00 for putting together was agreed. ACTION – Clerk to raise PO.

12.01.21 Rossetti Hall

- i. Recycling bin and location. Councillor Fallon shared the details of a prospective project to install recycling bins at the rear of Rossetti Hall and the items will raise money to train Medics in Malawi. Councillor Fallon will take the items to a drop off point in Amersham.
- ii. LMPC funding the cost of the bin - It was RESOLVED that a budget of £100.00 be given to set up the facility and the success to be measured after a period of three months and reassessed at that time.
- iii. Ring camera – It was RESOLVED that a Ring Camera be installed at the rear of Rossetti Hall for security purposes and a Budget of £300.00 was set for this. ACTION – Councillor Fallon to source best value for money and order. Councillor S. Baker will install.

13.01.21 Councillors Items for Discussion and, where necessary, approval.

- i. Memorial Garden – quotes received. This is a specialised project and only one quote was received. It was RESOLVED to accept the quote. ACTION – Clerk to raise PO.
- ii. Play area inspections – outsourcing – quotes received. It was RESOLVED to move this item to the next meeting as only one quote had been received in time for this meeting. ACTION – Clerk to put on Agenda for February.
- iii. Draft Equality and Diversity Policy for approval. It was RESOLVED to adopt this policy. ACTION – Clerk to finalise and publish.
- iv. Draft Safeguarding Policy for approval. It was RESOLVED to adopt this policy. ACTION – Clerk to finalise and publish.
- v. MVAS movements contract – it was RESOLVED to agree with the continuance of this contract and a PO raised until March 2022. ACTION – Clerk to raise PO. One unit was reported as not working by Councillor Fallon. ACTION – unit to be tested and action taken to remedy this – Councillor Burke and Clerk.
- vi. Donation in memory of Lucy Coppin, Internal Auditor for LMPC. Amount to be agreed and Charity – British Heart Foundation or Cancer Research. It was proposed by Councillor Geraghty and RESOLVED to send a donation of £50.00 to each of the charities in memory of Mrs Coppin. ACTION – cheques to be raised by Assistant Clerk and sent off. Clerk to write to Mr Coppin.
- vii. Sensory Garden in Holmer Green – HGVS proposal. There was much discussion around this proposal and it was agreed in principle to give permission to HGVS to go ahead with the project on land owned by LMPC at Earl Howe Road for an initial period of ten years and a rental agreement will need to be drawn up. The garden will be open to a large and varied audience with different areas / zones. It will be a place to rest and find a sense of peace. HGVS are aware that the land may be required for another purpose in the future, e.g., new build GP surgery. If LMPC were to be approached by a buyer for the land they will retain the right to take it back, give a form of compensation and offer another area of land if possible. It was discussed that at present LMPC cut the hedges in this area and if hedge maintenance is not built into the rental agreement a path will need to be left for hedge cutters to access. It was RESOLVED that if HGVS take on the maintenance of the hedges LMPC will give the monies saved to the project. It was noted that the allotment holders will require vehicular access to their plots and this will need to be taken into account. There are still many details to finalise, such as on-site parking and toilets, but issues that come up can be addressed in a timely manner by LMPC and HGVS working together. ACTION – rental agreement to be drawn up.

14.01.21 Youth Matters Nothing to report

15.01.21 Community Boards - This is LMPC interface with Buckinghamshire Council. Nothing new to report at present.

16.01.21 Allotments – Assistant Clerk L. Lusby.

- i. Quote for the new post at HH – This was fitted as it was found to be rotten when the gate post on the opposite side was being replaced.
- ii. Allotment agreement – changes to tenancy agreements were agreed, a notice period of one year has to pass before changes can be implemented. Bonfires will be amended to DRY garden waste only; the charges for the plots will be increased to £25.00 for a full plot and £15.00 for a half plot. A deposit scheme was agreed for new tenants. ACTION – Assistant Clerk to write to tenants with the new tenancy agreement, highlighting the changes and the new charges. It was RESOLVED to employ a contractor to dig up the brambles on unoccupied plots at the Beech Tree Road allotment site and remove the waste at a cost of £100.00 per day. ACTION – Assistant Clerk to raise PO.

17.01.21 Ward Reports and Updates

- i. Holmer Green – nothing to add at present.
- ii. Hyde Heath – on 16th and 17th January Hyde Heath Village Society organised a litter pick and there was a 50% increase in turnout for this. The drop kerb project begins 19th January. A caravan has been illegally parked and Councillor Burke wished to note how impressed he was with Councillor Jane MacBean who resolved the situation very quickly. The Walled Garden Charity will be invited to take part in the Holmer Green Sensory Garden Project. Councillor D. Baker had arranged for a Holmer Green Duke of Edinburgh Gold volunteer to assist at the Walled Garden and Chesham Ops, unfortunately due to Covid-19 this was unable to go ahead.
- iii. Little Kingshill - nothing to report at present.
- iv. Little Missenden – there is a persistent nuisance in the play area from dogs and dog fouling. Councillor Hill has been keeping the area free from dog faeces but would prefer dog owners to collect their own. It was RESOLVED that a budget of £100.00 be given to purchase signs to ensure that people are aware of the rules and dogs at this site. ACTION – Assistant Clerk to order.

The meeting closed at 21:36.

18.01.21 Items for Next Agenda - Clerk to note

Dates of next Meetings

Planning: 1st February 2021 commencing 7:30pm.

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

Signed as an accurate record of this meeting _____

Councillor S. Burke (Chair)