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MINUTES OF THE PARISH COUNCIL MEETING
Held on Monday, 25 April 2022 at 7:00pm
In Rossetti Hall 38 New Pond Road Holmer Green Bucks HP15 6SU

Present: Councillor S Burke (Chairman) Councillors S Baker, D Hill, A Breed, T Brown, D McMillan, N Darvill, J Fallon, R Sapsed and C Thirsk.

Proper Officers: Dianne Camier - Deputy Clerk
Lynne Lusby - Assistant Clerk

Councillor Burke opened the meeting at 19:00.

C/37/22 Public Forum

There were no members of the public in attendance.

C/38/22 To receive Apologies from Councillors for non-attendance.

Apologies were received and accepted from Councillor D Baker.
Apologies were received from County Councillors J Waters, M Harker, H Wallace and P Birchley.

C/39/22 To receive declarations of interest relating to this meeting.

No declarations of interest were received

C/40/22 To receive and approve the previous Council Meeting Minutes of 21 March 2022.

Minutes from the meeting held on 21 March 2022 were received, approved and signed.

C/41/22 To receive and note reports from Buckinghamshire Unitary Councillors.

No Buckinghamshire Councillors were in attendance.

C/42/22 Individual Committee Reports

42.1 Chairman's Report – Councillor S Burke

- a) PRIVATE AND CONFIDENTIAL ITEM – Councillor S Burke proposed that we move this item to the end of the meeting and this was AGREED.
- b) Election of Councillors to roles – Councillor S Burke explained to Council the process for election of Councillors to roles which will be completed during the Annual Meeting of the Council on 23 May 2022. Nomination forms need to be completed and returned to the office by Monday 16 May 2022. **ACTION – Deputy Clerk to send out Nomination forms**

42.2 *The Chair of Planning- Councillor J Fallon*

a) Planning applications

a) Uralla , Windsor Lane, Little Kingshill, Buckinghamshire, HP16

Single storey side extension

Reference: PL/22/0986/FA

Date validated: 21 March 2022

Consultation expiry date: 27 April 2022

Date received by LMPC:

Determination date: 16 May 2022

NO OBJECTION

b) Holmer Ridings, 61 Sheepcote Dell Road, Holmer Green, Buckinghamshire, HP15 6TL

Demolition of existing staff accommodation and erection and re-location of a new staff cottage within the grounds

Reference: PL/22/0906/FA

Date validated: 28 March 2022

Consultation expiry date: 25 April 2022

Date received by LMPC:

Determination date: 23 May 2022

NO OBJECTION

EXCEPT we would like there to be a condition attached to the permission given stating that it must be used as accommodation for staff working at Holmer Ridings and cannot be sold as an individual private dwelling.

c) 38 Clementi Avenue, Holmer Green, Buckinghamshire, HP15 6TN, Proposal: Certificate of Lawfulness for proposed garage conversion and rear extension

Reference: PL/22/1008/SA

Date validated: 21 March 2022

Consultation expiry date: Not available

Date received by LMPC:

Determination date: 16 May 2022

NO OBJECTION

42.3 *Chair of Finance – Councillor D Hill*

a) Agree monthly payments – Monthly payment were AGREED.

b) Approval of regular monthly Direct debits – Council AGREED that these payments could continue being made by direct debit.

c) Review of Asset Register – **ACTION Deputy Clerk to remove old bus shelter on A413.**

d) Use of Prepayment card for clerks for online payments – it was AGREED to apply for a Soldo card for Clerks to use for small purchases. **ACTION – Deputy Clerk to apply for Soldo card.**

e) Review of mileage cost for the clerks – current mileage costs were reviewed. The Council are paying the correct amount accordingly to HMRC figures.

42.4 *Chair of Open Spaces – Councillor S Burke*

a) Holmer Green Pond Duck House and Floating Island – a request was made for an additional duck house on the pond in Holmer Green. There were concerns that this might overcrowd the pond area if another floating island was added. It was AGREED to proceed with an additional duck house and to replant the existing island. Councillor J Fallon informed council that she had received a couple of offers of donations towards the cost of the new duck house. A budget of £400 was AGREED. **ACTION – Assistant Clerk to proceed with purchase of Duck House**

- b) Quote From Ridgeway woodlands for Oak Tree on Holmer Green Common in memorial of Eric Thickett – Quote for oak tree was AGREED. **ACTION – Assistant Clerk to issue PO.**
- c) Review policy on not having benches and tables on HG common – Councillor S Burke advised council that previously LMPC have avoided picnic benches on the common, to avoid encouraging youths to gather. LMPC have moved benches away from hedges so they are in clear site to avoid the same issue. Another concern would be increased litter in the area. Councillor C Thirsk suggested that councillors could arrange a rota for checking the area on a regular basis. It was AGREED to amend the street furniture policy. **ACTION – Deputy Clerk to review policy and submit to council for approval.**

C/43/22 Councillors Items for Discussion and, where necessary, approval

- a) Webpage update – Councillor R Sapsed introduced the Council to new LMPC website. There are still more documents that need to be added and we are working our way through these along with a little bit of fine tuning. If there is anything that needs to be added to the site or any amendments, please let us know. Councillor S Burke thanked Councillor R Sapsed for all his hard work on a great job.
- b) Quote from CTC for repair to Bus stop in Highmore Cottages in Little Missenden – it was AGREED to go ahead with the quote. **ACTION- Clerks to issue PO**
- c) Quotes for replacement for Assistant Clerks PC – it was AGREED to proceed with the quote from Dell Technologies for a new PC and laptop. **ACTION – Clerks to issue PO and place order.**
- d) MVAS units in Holmer Green – Holmer Green Councillors would like to review the Mvas units in Holmer Green, as they feel the units are not working effectively and are in poor locations. **ACTION- Holmer Green Councillors to review and come to Council with a proposal.**
- e) Concerns over Trespassing via Holmer Green Gardens onto neighbouring land – Councillor J Fallon - Concerns have been raised about an access from Holmer Green Gardens into the neighbouring field that people are using to walk their dogs onto private land. **ACTION- Councillor J Fallon to consult farmer to get his point of view.**

Meeting was Paused at 20:00 for the Annual Parish Meeting
Meeting restarted at 20:55.

C/44/22 Neighbourhood Plan – Councillor S Baker

- a) Report on first meeting- The first NHP meeting was held on 6 April 2022. With a very good turnout, and a wide variety of skills. Future meetings will be held on 1st Wednesday of the month. It was felt that the village societies needed to be represented at the meetings. Craig Turner was appointed as the Chair and Sue Little was appointed as Secretary.
- b) Approval of terms of reference – the terms of reference was AGREED. **ACTION - Deputy Clerk pass this onto the NHP steering group for their agreement.**
- c) Approval of application for Neighbourhood Plan Grant – it was AGREED to proceed with the application of the Neighbourhood Plan Grant form Locality. **ACTION - Deputy Clerk to prepare and submit application.**
- d) Request for funding for Neighbourhood Plan costs – It was AGREED for LMPC to assist with costs until the Grant for the NHP was received.

C/45/22 Rossetti Hall – Nothing to report

C/46/22 Youth Matters – Nothing to report

C/47/22 Allotments – Nothing to report

C/48/22 Clerks Report

- a) Community Board Jubilee Grants to HGVS and LM Church - The Deputy Clerk reported that we had received some additional Jubilee Funding from the Community Board for HGVS and Little Missenden Church.
- b) Replacement cork for Notice boards in HH and LK- it was AGREED to replace the warped cork panels on the noticeboards in Hyde Heath and Little Missenden. **ACTION - Clerks to replace cork.**
- c) Swish Fibre Update – Swish Fibre have asked to re visit the trenching work on the common in Holmer Green. They have provided all documents that were requested and have agreed to pay the wayleave. It was AGREED to for the Deputy Clerk to sign the Wayleave form and for the work to proceed. **ACTION - Deputy Clerk to inform Swish of decision and provide documentation.**
- d) Contract from SecureDesk (Previously Great Oaks IT) for approval- it was AGREED for the Deputy Clerk to sign the contract from SecureDesk. **ACTION - Deputy Clerk to sign contract and send to SecureDesk.**

C/49/22 Ward Reports and Updates

- a) Holmer Green - Councillor J Fallon asked if anyone would have any objection to an addition of a plant swap to the collection point at the back of Rossetti Hall. No concerns were raised.
- b) Hyde Heath - Councillor S Burke has been pushing HS2 to carry out projects at the schools in Hyde Heath and Little Missenden and will be visiting the schools to discuss projects. A litter Pick had recently taken place in Hyde Heath.
- c) Little Kingshill - The new build house in Stoney Lane was refused as it was considered to be Greenbelt and had received a telling off about the removal of trees. A Right of Way has been submitted moving forward.
- d) Little Missenden - Nothing to report

C/50/22 Items for Next Agenda - Clerk to note

Councillor S Burke closed the meeting at 21:08

Signed as an accurate record of this meeting_____

Councillor S. Burke (Chair)
23 May 2022

Dates of next Meetings:

Full Council Planning: Monday, 9 May 2022 7:00pm including Holmer Green Open Meeting.

Full Council: Monday, 23 May 2022 7:30pm followed by the Annual Meeting of the Council.