

# GREAT MISSENDEN PARISH COUNCIL

Minutes of a meeting of the Parish Council  
held on Monday 9<sup>th</sup> July 2018  
at the Memorial Centre, Great Missenden  
at 7.30p.m.

## **Public Forum:**

2 representatives from Missenden Walled Garden  
2 representatives from Chiltern Citizens Advice Bureau  
5 representatives from Upper Hollis  
1 representative from Ballinger Waggoners Cricket Club

## **Present:** Councillor A Hewett - chair

Councillors: C Baxter, S Humphreys, P Jager, M Johnstone, I Lovegrove, V Marshall, V Martin, K Pither, C Plested, R Pusey, T Stevenson

**1. Apologies:** Councillors K Allan, L Cook, M Lee

## **2. Declarations of Interest:**

Cllr V Martin – 6.c)20)  
Cllr S Humphreys – 6.c)vi)  
Cllr I Lovegrove – 6.c)ix)  
Cllr K Pither – 6.c)xxv)

**3. Minutes** The minutes of the meeting held on 11<sup>th</sup> June 2018 were **agreed** and signed as a correct record.

## **4. Matters arising:**

Cllr A Hewett reminded all councillors to be aware of the confidentiality of some of the items discussed at the monthly meetings.

## **5. Councillor Vacancy**

Following the resignation of Cllr B Hougham the legal notification of the casual vacancy has been started.

## **6. Reports from Committees**

### **a) Planning Committee**

**i)** The minutes of the ordinary meeting held on 2<sup>nd</sup> July 2018 were **agreed** and **confirmed**. Cllr V Marshall officially joined the planning committee and Cllrs A Hewett and K Pither volunteered to be standby members, if they are needed.

### **ii) Chiltern District Council – Consultation on Joint Housing Strategy**

Chiltern District Council (CDC) have commenced a six week consultation on the new draft Joint Housing Strategy. This addresses the challenges of homelessness and meeting affordable housing needs over the next three years. The consultation closes on Monday 6<sup>th</sup> August. Cllrs A Hewett, I Lovegrove, C Plested, K Pither and C Baxter volunteered to meet prior to this date to agree and circulate a response for approval to be submitted to CDC. The date of the meeting is to be agreed.

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## **b) HS2**

### **i) Contractors**

Cllr Johnstone reported that the tunnelling contractor, Align JV, had decided to carry out some more ground investigation work which has resulted in lane closures on the A413 near Little Missenden and access to the vent shaft near Annie Baileys.

### Enabling Works

Following the HS2 working party meeting with Fusion JV in early June a schedule 4 application has still not been seen yet for the road widening work in the Link Road, Frith Hill and lane markings on A413. An email from Fusion received in the afternoon indicated that work will be delayed until September.

Cllr Johnstone reminded councillors to send landscaping/screening ideas for the Haul Road and compound to the HS2 working party.

Cllr Johnstone reported that as part of the preparation works a construction compound is being set up on Grove Farm, off the A413 London Road approximately 1km south of Wendover. The compound will be used for those carrying out the work associated with the ground investigation works and later by the Main Works Contractors.

### **ii) Engagement**

There is to be a meeting of the three parishes (The Lee, Wendover and Great Missenden) with HS2 and their contractors on Tuesday 31<sup>st</sup> July. Agenda items include the design of the viaducts, construction of the haul road and public consultation plans for the design of the north portal to the Chiltern tunnel. Attendance is limited and Cllrs A Hewett, K Pither, C Baxter and M Johnstone will be attending on behalf of Great Missenden.

Public engagement session regarding the Wendover Dean viaduct were planned for on 9<sup>th</sup> August at Ballinger Village Hall – 11.30am-8pm and sessions on the key design features for Wendover on 10<sup>th</sup> & 11<sup>th</sup> August at Wendover Library 10.00am-4.00pm. These have now been postponed.

Great Missenden Library will host drop in sessions from 2pm-6pm on 13<sup>th</sup> July, 17<sup>th</sup> August, 14<sup>th</sup> September, 19<sup>th</sup> October and 16<sup>th</sup> November.

### **iii) Assurance 2730 & 2733 – way forward**

Cllr A Hewett has been in contact with Martin Dickman from Bucks County Council in regards of the separation of the funds for the assurance. The deputy clerk has sent some detailed questions in response to a recent letter from Bucks County Council to clarify the current situation and question inconsistencies.

### **iii) Community Mitigation Projects**

Cllr M Johnstone updated the council on the progress of the HS2 CEF and BLEF funds and recipients so far. Projects currently under consideration for submission are a refurbishment of the front of Great Missenden Library, possible refurbishments to the Memorial Hall and playing facilities and a possible project to change the Weights & Measures building on Frith Hill for use as a community building and office for local charity.

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The HS2 contractors community initiatives suggestions include creating 'lay-by' car standing on Frith Hill, extending the footway from the B485 to join the existing footway on Frith Hill and create a foot and cycle path from The Square to Abbey Park to join the GMI/33.

All other project suggestions to be submitted to Cllr M Johnstone.

## **c) Open Spaces and Lighting Committee**

### **i) Landscaping request from resident**

The council considered a request from a local resident to landscape an area of land on the corner of Honor End Lane and Wycombe Road in Prestwood. The land itself is unregistered but is part of a highways verge and is maintained by them. The resident would need a cultivation licence from Transport for Bucks (TfB) before being able to landscape the area. The council considered the request for them to apply for the cultivation licence and voted against it. The council suggested that the resident contact D C Kaye & Co Ltd who are situated adjacent to the land in question as they may consider registering the land.

### **ii) Amendments to the proposal for a Sunday Market on Buryfield**

The council discussed the revised plans for the market and agreed to the request to defer the three month trial to now commence on Sunday 9<sup>th</sup> September. The council still felt that a twice a month market on Buryfield would be appropriate for the trial period and as the organiser is now also going to rent the Memorial Hall weekly he will still have the option of holding the market weekly either indoors or on the car park. The council did not approve the request for live music on the Buryfield or the request for an advertising banner on the skate park.

### **iii) Traveller Encampments**

The memorandum of understanding to support the management of unauthorised encampments in Buckinghamshire was noted although it was agreed that there was some ambiguity.

### **iv) Bollards - information**

The subject of securing both the Buryfield and Prestwood Common was discussed at length. It was agreed that a padlock and perhaps a heavier weight chain should be placed on the Buryfield entrance to the field itself. The insurance company have stated that 'there are no specific requirements to the level of fencing as long as the council feel it is appropriate to the level of risk'. It was also discussed that if someone was determined to enter the field with vehicles and with the right equipment, most fencing/bollards could be removed. The clerk was asked to add the Prestwood Common bollards to the September agenda.

### **v) Biodiversity Policy for adoption**

The council approved the biodiversity policy with minor amendments. Thanks were given to Cllr V Marshall for all her work on the biodiversity audit and plan which had shaped the policy.

### **vi) Quotes for Prestwood Community Centre floodlights & CCTV**

The quotes were considered and it was agreed to await a third quote.

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## **vii) Annual allotment rent review**

It was agreed by majority for the annual allotment rents to remain at the same level for 2018/2019.

The request to prune back a tree from a resident who borders Chequers Lane allotments was approved.

The suggestion to impose a temporary ban on bonfires on all allotment sites, due to the dry conditions, was approved.

## **viii) Ballinger Waggoners Cricket Club – request for a container to store a tractor**

As the cricket club do have provision for secure storage currently the council agreed to defer this item until the September meeting.

## **ix) LAF – transport funding ideas for 2018/19**

One item was suggested which was the request for a study into Moat Lane Prestwood either side of the Prestwood Infant School, with the purpose of investigating the viability of reinstating a footpath to improve safety issues. It was suggested that supporting information would be required before this could be submitted to the LAF and Cllrs Pither and Lovegrove would see if they can obtain photographic proof of a previous footpath. This would then be circulated for agreement before the submission date of 31<sup>st</sup> August.

## **x) Bucks County Council – request for information following recent flooding in Great Missenden**

The council asked the clerk to direct BCC to the local fire brigade who were involved in helping local residents during the recent flooding.

## **xi) Prestwood Common – sports wall - update**

The specification was approved and Cllr Humphries advised he would remove the remains of the existing sports wall.

## **xii) Open Spaces Contract – working party - update**

Cllr T Stevenson asked for clarification if it was the devolution working party that were now taking the lead in this. It was advised that the open spaces contract had previously been under an open spaces working party. Cllr Johnstone proposed Cllr Stevenson as the lead of the open spaces contract working party and it was confirmed that members were Cllrs Pither, Stevenson, Hewett, Marshall, Plested, Baxter and Johnstone.

## **xiii) Chiltern & South Bucks Playing Pitch Strategy**

Councillors were asked to review the strategy and give any feedback to the clerk. The submission date is 29<sup>th</sup> July.

## **xiv) Rural Bus routes survey**

All councillors were reminded to take part in the rural bus routes survey and it was requested that a link to the survey is posted onto the website.

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## **xv) Probation service – Open Spaces**

Cllr K Pither advised that the deputy clerk is organising a meeting between the probation service and Cllrs Pither, Hewett, Plested and Baxter, to see where there are opportunities for work in the community.

## **xvi) Christmas Event**

Cllr Hewett advised that the feeling in Great Missenden is that the retailers would not be organising a Christmas event this year.

## **xvii) Calor Gas Community Fund Update – Ballinger play area**

An update of the progress was noted. The project collected 303 votes. The council will be advised on 20<sup>th</sup> July if the project has been shortlisted for judging.

## **xviii) MVAS and ANPR update**

The council voted by majority to the request for the purchase of a new 3m hinged post and bracket kit at a cost of £288 + VAT. This will enable the 'your speed is sign' to be used in existing ground screws.

Although the council have agreed to part fund an ANPR camera (excluding annual maintenance), a local community group (GMPRG) have applied for funding from the Police Property Act Fund for the full cost of an ANPR camera. Funding is also being pursued via HS2.

## **xvix) Damage at Prestwood Recreation Play Area**

Following a recent incident with a car joy riding into the Gryms Dyke play area, two quotes have been provided to repair the damage. The council agreed to the quote from Sexton's for £830 + VAT but this does not include replacing the wet pour surface. A further quote from Playground Facilities for £195 + VAT was approved for repairing the surface. Given the insurance company has a £250 excess it was agreed by majority not to make a claim for these repairs.

## **xx) Coach parking at Buryfield**

Following the survey from Chiltern District Council which has highlighted safety concerns regarding the current layout of the Buryfield car park and the space for 52 seater coaches to turn, the council agreed that they would need more time to consider the options. It was noted that the schools break up shortly and that the Roald Dahl Museum will be closed until October – so the number of coaches will be significantly reduced over the next couple of months, giving the council time to fully consider their options with regard to coaches turning in the car park.

## **xxi) Memorial Hall – replacement windows and doors**

As part of one of the projects requesting HS2 funding – Cllr Humphreys requested a budget of up to £200 for a structural survey of the Memorial Hall with regards to the plans to change the windows and doors. This was agreed by the council.

## **xxii) Station Approach – building works**

Cllr Hewett agreed to contact the developer in charge of the building works on Station Approach, Great Missenden, with a request to tidy up the pavement area which is currently littered with building materials and bins.

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## **xxiii) Best kept allotment competition – review of categories**

The Open Spaces committee will be meeting on Friday 27<sup>th</sup> July and will discuss the categories to report back to the council in September.

## **xxiv) Ballinger Football club – request to use Buryfield**

The council approved the request for the 2018-19 season.

## **xxv) Prestwood overgrown footpath – between High Street and Chequers Lane**

The council discussed the request for help in cutting back the hedges that border this footpath. It was noted that it is the landowner's responsibility. Transport for Bucks had already responded to the request that they would not expect the hedges to be cut until August after the bird nesting season. Transport for Bucks have scheduled this path for an inspection after this time.

## **xxvi) Office Central Heating – update**

The council noted that two quotes have been obtained and that a further quote from British Gas is awaited. The council voted by majority to approve a budget of a maximum of £4,000 to be taken from the office upgrade reserve.

## **xxvii) Letter from Misbourne School**

The councillors noted the response letter from the Misbourne School following recent occurrence of groups of student's misusing the children's equipment in the play area and the tennis courts. The headmaster offered to take further action could these students be identified.

## **d) Finance and General Purposes**

### **i) Digital Communications Update**

Cllr P Jager updated the council on the recent parish communications working party meeting. The aim is to improve two way communication. It was suggested that the initial focus should be to improve the website. Whilst there is some useful information on the website there needs to be work to update it. It was also suggested that it would be important to improve the website before further social media opportunities could be explored and considerations such as a moderation policy would be necessary.

### **ii) Proposal to change councillor surgeries**

Although attendance has been very low at councillor surgeries it was approved by majority vote to continue with the surgeries as advertised but to significantly increase publicity. Attendance at the surgeries could then be reviewed again at the October meeting. Cllr A Hewett also suggested advertising opening hours of the parish office to encourage the office as a first point of call for residents. Cllr P Jager advised that the next working party meeting was on Monday 23<sup>rd</sup> July at 6.00pm at the parish office.

### **iii) Councillors Attendance – record for 2017-18**

The record of councillors' attendance at the full council meetings and the planning meetings for 2017-18 was noted.

### **iv) Legal Briefing LO5-18 – This briefing on data protection fees was noted.**

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## **v) Arrangements for payment of accounts for 13<sup>th</sup> August 2018**

As there will not be a council meeting in August this year the councillors agreed that the August payment sheet would be circulated by email for approval.

## **vi) Payment of accounts for August**

It was **resolved** that accounts numbers **54 - 69** in the sum of **£13,458.50** (inc. VAT) for **July** be agreed for payment and petty cash items for **£68.49** were ratified.

## **e) Editorial Working Party**

### **i) 'The Source'**

Cllr A Hewett thanks everyone for their articles in the latest edition of The Source.

## **7. Reports from Representatives to outside Groups**

**None**

## **8. Clerk's Report**

**i)** The clerk reminded everyone that the meeting papers were available electronically if required.

**ii)** At the recent Transport for Bucks (TfB) conference it was announced that devolved services would be offered and that a decision would need to be made by November if the council would like to take this option. Further information from TfB is awaited.

**iii)** The clerk advised that the deputy clerk was on holiday this week and she was unable to cover the hours on Friday so the office would be closed on Friday morning.

## **9. Matters for information.**

**None.**

The meeting closed at 10.00pm.

## **10. Future meetings**

a) Planning Committee – 7.30 p.m. **Monday 3<sup>rd</sup> September** in the Parish Office

b) Parish Council Meeting – 7.30 p.m **Monday 10<sup>th</sup> September** at Memorial Centre, Great Missenden