

# GREAT MISSENDEN PARISH COUNCIL

Minutes of a meeting of the Parish Council  
held on Monday 8<sup>th</sup> April 2019  
at the Memorial Centre, Great Missenden  
at 7.30p.m.

## **Public Forum:**

One resident regarding Ballinger allotments.  
On resident regarding Honor End Lane

**Present:** Councillor – A Hewett chair  
Councillors: C Baxter, A Brazil, G Bridges, L Cook, S Humphreys,  
M Johnstone, M Lee, V Marshall, K Pither, R Pusey, S Rhodes,  
T Stevenson

Also present: Jane Hennessy - Clerk

**1. Apologies:** Councillors, P Jager, I Lovegrove , V Martin

**2. Declarations of Interest:**

None.

**3. Minutes**

The minutes of the meeting held on 11<sup>th</sup> March 2019 were agreed and signed as a correct record.

**4. Matters arising:**

None.

**5. Parking**

**i) London Road car park – update**

A request for drainage advice (SUDs) pre-application advice has been submitted to Bucks County Council (BCC) and is awaiting a response. The council resolved to approve the cost of £300 for pre-application advice from Bucks County Council (BCC) Highways. Cllr Hewett will request 3D plans from the architect.

A convenient date for a parking meeting for the newer councillors is still be agreed. The clerk was asked to arrange this.

**ii) Prestwood Parking**

Following a meeting with Julie Rushton, parking manager at CDC, parking occupancy statistics were presented. It was confirmed that the cost that the council pays for one hour free parking at Prestwood and Buryfield parking is made up of £172/bay and £400 per pay machine. This is a standardised cost throughout the district. The average occupancy for the Prestwood car park is 35-40%. It was acknowledged that many drivers do not take a ticket when using the Prestwood car park. It was agreed that Cllr Bridges would submit an article to The Source encouraging car park users to take a ticket for the one hour free parking.

# GREAT MISSENDEN PARISH COUNCIL

## 6. Memorial Hall Refurbishment - update

The survey for hirers of the hall has been created and distributed with the invoices and copies left in the kitchen. It is intended to submit the application for the HS2 CEF local fund at the end of April.

## 7. Prestwood Community Centre (PCC)

- i) Non Domestic Rating Demand Notice (NDRD) – for discussion. It was noted that the council have received two years of backdated NDRD's for the PCC. This is backdated April 2017 when the council took back responsibility for running the PCC. An NDRD has also been received for 2019/20. It was discussed that if a charity was managing the PCC then it would be exempt from NDRD's. The cost for the NDRD is for 2019/20 is £761.05. The council resolved to pay this and investigate it there is any possibility to reclaim this cost.
- ii) Annual risk assessment and Health and Safety policy – Cllrs Cook, Lovegrove and Humphries were thanked for carrying out the annual risk assessment of the PCC. The Health & Safety policy was adopted and Cllr Cook thanked for her work on this.

## 8. LAF

- i) Prestwood parking scheme – the award letter confirming match funding of £6,478 was noted. It was also noted that the council were paying their contribution ahead of the scheme being carried out but with assurance from BCC that if the scheme did not complete or was under budget that the council would be refunded.
- ii) LAF – Prestwood Common Path – it was noted that the council had been successful in its application to the LAF for funds to create a path around Prestwood Common. The full amount had not been granted but a total of £11,046 had been agreed. The council would like to consider other surfaces and the clerk was asked to obtain a cost for a surface favoured by the National Trust, as used at Coombe Hill.

## 9. Great Missenden Traders Association

Cllr Lovegrove was proposed and seconded and received a majority vote as the council's representative to attend Great Missenden Traders Association meetings.

## 10. Great Missenden Combined School (GMCS)- update

Representatives from the council met with Roz Thompson, Robin Tuset, and AECOM to discuss the parking situation for GMCS. The council confirmed that it would continue granting the school access over Buryfield and this permission would be reviewed permission annually. GMCS were advised that they would receive a letter confirming this. The council also requested that the school gate not be widened and is left at 4.1m as it inhibits adjacent parking spaces. The school agreed to this. It was suggested that the subject of public use of school car parks during school holidays time be added to the May agenda.

## 11. Martinsend Lane - Speeding

Cllr Humphries reported back from the recent councillor surgery. A resident had complained about speeding on Martinsend Lane. It was confirmed that the newly purchased YSI was intended to be sited on Martinsend Lane this week and would remain there for two months.

# GREAT MISSENDEN PARISH COUNCIL

## **12. Reports from Committees**

### **a) Planning**

i) Minutes of the meeting held on the 11<sup>th</sup> March 2019 were **agreed** and **confirmed**.

### **b) HS2**

#### **i) Contractors – enabling works**

Cllr Johnstone reported the temporary earth mound on the field by the Link Road roundabout should be moved by late April when more compound units will be installed. Archaeological excavations have been progressing with some evidence of iron age use found but nothing of archaeological significance.

3m hoardings are due to be placed around three sides for the compound and a further 3.6m high hoarding with a woodland image will be erected parallel to the A413.

The schedule of enabling works has changed again with widening on Frith Hill now due to start mid May and haul road construction due approximately the beginning of June, depending on archaeology.

Roadworks and traffic management plans (TMP) are still being discussed. Council representatives met with BCC on 2<sup>nd</sup> April to address the complaints that have previously been made with the TMP with the suggestion to include the following:-

- preliminary works locating utilities for Frith Hill and the Link Road to be carried out at night with road closures.
- Work on the Link Road involved removing parking spaces and the aim would be to have one or two lanes taking traffic one-way from the village towards the A413. The preference is to schedule the work in the school holidays, avoiding dates for Lighthouse and the fair. Temporary traffic lights are suggested at Chiltern Hospital junction.

This proposals are subject to Fusion agreeing with HS2 Ltd to submit them to BCC and then BCC's approval.

#### **ii) Contractors – main works civil contractors**

The Telegraph recently reported that the formal notice to proceed on the main construction works has been delayed until at least December 2019.

A recent CDC Community Liaison meeting confirmed that the two main works civils contractors are continuing to work on design and costs and that the Chiltern AONB HS2 review group are initiating two further projects with the Chiltern Conservation Board, landscaping along with biodiversity connectivity leading onto connectivity of footpaths/cycleways.

Some concerns have been raised with Eiffage-Kier and Align JV and will be raised in detail again at a later date.

# GREAT MISSENDEN PARISH COUNCIL

## iii) Engagement

HS2 monthly drop in sessions are continuing in the Great Missenden Library on Fridays between 2-6pm with the next dates being; 26<sup>th</sup> April, 31<sup>st</sup> May and 28<sup>th</sup> June. A business drop in session is also arranged for 17<sup>th</sup> April.

## c) Open Spaces and Lighting

### i) Streetlight – railway bridge, Martinsend Lane

BCC have recently repaired this streetlight as a good will gesture as it is believed to belong to the parish council. This streetlight is not included in the inventory and the council decided to defer a decision at this time.

### ii) Signage for Buryfield

As part of the upgrade of the Buryfield toddlers play area as a result of the successful Pocket Park grant, signage is required. It was agreed that the council would consider funding the cost of three signs and requested quotes for the May meeting.

### iii) Request for use of Buryfield – Kingshill Baptist Church

The council resolved to approve the request for use of Buryfield on Palm Sunday, 14<sup>th</sup> April from 9am – midday.

### iv) Land at Oakengrove – update

The residents requesting the land purchase have been advised that they will be liable for all costs, should the sale go ahead. They have requested to be contacted prior to any decisions. Jeremy Swan has kindly offered a land valuation free of charge. The council resolved to accept this offer.

### v) Buryfield Toddler Play area – Pocket Park grant - update

The council noted the report on the progress of this project. It was resolved, by majority, the request to approve a further contribution of £3,685.77. It is hoped that this will not be necessary as a local grant has been applied for, although the outcome will not be known until the beginning of May.

### vi) Buryfield – proposal to repair grass at vehicle entrance

The council considered the quote of £2,454 to reinforce the vehicle entrance to Buryfield with hardcore with grass on top and asked the clerk to obtain a further quote for a grasscrete option.

### vii) Collings Walk – letter from Innovation Group

The council discussed the recent correspondence from Innovation Group regarding damage to an extension on a house in Collings Walk and conflicting advice given from the council's insurers. It was resolved, by majority vote, to approve a draft letter, with amendments suggested by Cllr Stevenson, to the council's insurers asking for confirmation on the process and the liability of the council. In the meantime the council are continuing to obtain quotes for independent surveys, both trees and structural and also quotes for carrying out the suggested tree works so that a plan of action can be confirmed once advice from the insurance company has been received.

### viii) Lighthouse draft letter and contract for approval

The letter and contract were approved by majority with a minor amendment to the contract.

# GREAT MISSENDEN PARISH COUNCIL

## ix) Allotments – update and proposals

The following was resolved:-

- Ballinger – approval for a deposit of £50 for half of plot 15 and no rent. To be reviewed in October. To also be reviewed if any further requests for this plot are received.
- Cllr Humphries will inspect and make suggestions for the repair of the gate at Ballinger.
- Chequers Lane – notice to quit be given to the tenant of plot 12 if no further response from payment reminders.
- Greenlands Lane – approval for a shed on plot 3, providing Stoke Mandeville & Other Parishes Charity are agreeable.
- Nairdwood Lane – notice to quit be given to the tenant of plot 10b if no further response from payment reminders.
- Deposits withheld on plots with have been vacated applied towards the general upkeep and maintenance of the allotment sites.

## x) Abbey Walk streetlights - update

The Abbey Walk Residents Association have been informed that the council will no longer maintain the two lights on the private land in Abbey Walk. The council resolved that they will go ahead with the repair to the faulty light and that the Abbey Walk Residents Association will reimburse the council for the cost. The council are happy to continue paying the electricity for these two lights as long as the AWRA make a contribution. An appropriate figure will be presented to the council for approval at the next meeting.

## d) Finance and General Purposes

### i) Website – update

Suggested logos have been received by Orbit Carrot and the councillors were asked to vote for their preference. A variation of logo two was suggested with changes to the text size. Orbit Carrot will be asked to make this adjustment for approval.

### ii) Sweet Charity grant - update

Sweet Charity were thanked for their kind and generous donation of £2,158.33 for the purchasing and installation of a train for the toddlers play area as part of the planned renovation of the area.

### iii) General Data Protection policy

The policy was reviewed and adopted with thanks to Cllr Stevenson for his work on this.

- iv) It was **resolved** that accounts numbers **229-245** in the sum of **£24,239.69** (inc. VAT) for **March (final)** and **01-13** in the sum of **£9,854.68** (inc. VAT) for **April** be agreed for payment and petty cash items for **£43.25** for March (final) and **£77.10** for April were ratified.

## e) Editorial Working Party

Cllr Hewett reminded everyone of the editorial meeting on 10<sup>th</sup> April at 5.00pm in the parish office to discuss articles for the next edition of The Source.

## 13. Reports from Representative to outside Groups

- i) GMPRG – Cllr Johnstone reported that the chair of GMPRG is standing down.
- ii) GMMC AGM – following the recent AGM an EGM had been called of the GMMC and subsequently all the committee had decided to resign effective of 18<sup>th</sup> April. It was

# GREAT MISSENDEN PARISH COUNCIL

suggested that once the resignations have been received in writing that an EGM of the council should be called to discuss the way forward with managing the Memorial Centre.

## **14. Clerk's Report**

- i) The clerk's progress report was noted.
- ii) The Misbourne School is carrying out a consultation for planned works on 24<sup>th</sup> April at 3.30-7.30pm.
- iii) As advised by email, an ash tree had been cut down at Potters Row requiring access to the allotment site. Cllrs Pither and Marshall had visited the site and confirmed that the ash tree belonged to house as it bordered the allotments.
- iv) An invitation to attend an event at the newly re-opened Polecat had been received and the councillors requested that they reply individually and directly to the Polecat.
- v) The clerk asked the councillors to review their register of interests form and advise of any changes. A copy will be emailed to each councillor.

## **14. Matters for information**

None.

## **15. Future Meetings**

- a) Planning Committee – **7.30 p.m. Tuesday 7<sup>th</sup> May 2019** in the Parish Office
- b) Annual Parish Meeting and Annual Parish Council Meeting – **7.30pm Monday 13<sup>th</sup> May 2019** at the Great Missenden Memorial Centre, Great Missenden

Meeting ended at 10.15pm.