



**Minutes of the Parish Council Meeting
held on Monday 13th September 2021 at 7.30 p.m.
Great Missenden Memorial Centre, Great Missenden**

Public Forum:

None.

Present: Councillor K Pither (chaired the meeting)
Councillors: C Bunting, L Cook, S Humphreys, M Lee, I Lovegrove,
V Marshall, C Ormesher, R Pusey, T Stevenson, M Johnstone (arrived at 7.40pm &
left at 9.50pm)

Also present: Jane Hennessy - clerk

1. Apologies: Cllrs; C Baxter, J Brooke, A Hewett, V Martin, S Rhodes

2. Declarations of Interest:

None

3. Minutes The minutes of the meeting held on **9th August 2021** were **agreed** and signed as a correct record.

4. Matters arising

- The clerk reported that Cllr Humphreys has repaired the damage to the storytelling chair and thanks were asked to be recorded for his help with this.
- It was confirmed that the title for the new noticeboard in Prestwood car park would be 'Parish & Community Notices' and there would also be space for a GMPC heading at the top of one of the windows.
- Bucks Council have been contacted and an agreement has been reached to allow Church Street residents use of Buryfield car park for two days when the road is micro surfaced. At the moment the date for the work has been postponed.
- Cllr Bunting enquired regarding a rota for councillor surgeries. This had been delayed due to the suggestion that it is co-ordinated with local Bucks Councillor surgeries. An update will be available for the October agenda.
- Cllr Pither reported on problems with grass cutting by Bucks Council at Prestwood Recreation Ground. The grass cuttings were not collected and made it impossible for Prestwood Colts to mark the pitch. Cllr Peter Martin was in contact with the officers at the council however the Colts had to pay for the grass cuttings to be collected. Cllr Pither suggested that the Colts submit a grant application form for cost for the council to consider

5. The Cage – Land Registry – for noting

The council noted the successful registration of the Cage in Great Missenden.

6. Community Board – Transport projects for approval

Following a response from Transport for Bucks regarding the letter sent about the problems with parking on Honor Road, the recommendation was to submit the request for a parking review of this area via the Community Board. The council resolved to submit this project to the Community Board along with a request for double yellow lines on Broombar Lane, on both sides, at the junction with Martinsend Lane, to improve safety.

7. Parking

i) Bucks Council coach turning circle - update

Cllr Humphreys updated the council on the latest developments. The turning circle was in operation for the new school term. However there are items still remaining to be completed and these works will be carried out on Saturday mornings. Bucks Council have refreshed the lining in the Buryfield car park to highlight the coach parking area. Permission had been granted by the parish council for some additional electrical ducting to be installed from the Link Road, along the bottom of the gabion wall to the lighting column in the car park and this has been completed. This was to ensure that current electrical regulations were met, which include installing an earth electrode and ensuring that the cabling was the correct length. The school have submitted a planning amendment to provide an additional pedestrian gate at the Church Street end of the Buryfield. This has been approved. A final site plan on completion has been requested.

ii) Emails received from parents regarding parking

Five emails have been received regarding the need for increased parking for the school and also the removal of the school parking permit scheme in Buryfield. A response has been sent regarding the school permits and the option now to use Ringo as well as the ticket machine for one hours' free parking. The council discussed the requests for additional parking/staffed school drop off & pick up area. The parish council have already maximised the parking capacity of Buryfield car park and responsibility for these suggestions is the responsibility of the school and Bucks Council. It was suggested that a response is drafted by the clerk, possibly to be included on the website.

8. Bucks Council – electoral boundary review

The council noted the electoral review information. The first part is a consultation on Bucks Council's size. It was agreed that councillors should respond individually to this consultation. The next stage includes a review of parliamentary boundaries which do make proposals to change some boundaries. It was agreed that this stage would require a parish council response and will be added to the agenda when the consultation period is advised.

9. Paralympic Heritage Stories – project proposal

The council discussed the request to help facilitate a project offering talks and workshops by a visually impaired Paralympian. It was agreed that this would be an interesting project to be involved in and Cllr Bunting volunteered to be the point of contact for the parish council.

10. Repair Shop – proposal for consideration

The council discussed Cllr Stevenson's proposal to consult with the parish to see if there is support for a local repair café. It was resolved to place an advert in the next edition of The Source to gauge the level of support and skills available in the parish. A specific email address will be created and a short survey placed on the parish council's website to facilitate this. The clerk advised that the parish council may not have the power to run the repair café themselves, unless they resolve to use the general power of competency.

11. Remembrance wreath Great Missenden War Memorial

The parish council noted the retirement of the British Legion volunteer who has placed a poppy wreath on the memorial in Great Missenden High Street for the last 17 years. The parish

council will now take responsibility for this, however it was suggested that the Great Missenden Scouts may be able to help. A letter of thanks was requested to the retiring volunteer.

12. Veolia Environments Trust – applications open for winter projects

The parish council noted the opportunity for funding and the closing date for applications by 30th September. It was also noted that there will be other windows for applications throughout the year and that would give the parish council more time to be prepared with project ideas. All project suggestions to be emailed to the clerk.

13. Reports from Committees

a) Planning Committee

i) The minutes of the meeting held on **Monday 2nd August 2021** were agreed with minor amendments and confirmed.

b) HS2

Cllr Johnstone presented a report, a summary of which is below.

i) Main Works Civil Contractors

- Dump trucks are lined up ready to start work at the north portal

ii) EKFB – North Portal

- Scope of earthworks – excavated material is to be hauled to Rocky Lane embankment and stockpiled to build embankments for trees
- Extended hours of work outside of core hours and noisy work is still under review.

iii) Align – North Portal

- Align have started earthworks close to Frith Hill for the compound. The parish council are concerned about the impact on residents close to the works.
- Weights & Measures building is due for demolition as part of these works.
- Impact on residents along Frith Hill and Sibley's Rise are the main concern and the parish council are in discussions with Align and Bucks Councils environmental health officers.

iv) EKFB – GM Haul Road and Leather Lane

- Microbore tunnelling is due to start in October for about 12 months.
- Leather Lane – the HS2 review of the position of the re-aligned lane has not been publicised. EKFB have persevered with felling trees. EKFB have been working with Bucks Council ecologists to minimise the loss of trees. However, the saving of the trees look to have been optimised.

v) General

- The road closures for Rocky Lane and Leather Lane have been amended. Rocky Lane is now only a closure of one lane until 4th October when it will then be completely closed until 2nd November and Leather Lane closure has been delayed.
- The appeal on the construction traffic movements on the A413 has not been successful. However, the parish council will still pursue this under the local traffic management plan and through the traffic liaison group.

vi) Communication

- You can join the HS2 mailing list at www.hs2.org.uk/in-your-area
- There is a 1:1 virtual session with EKFB on Tuesday 28 September, 3pm - 7pm

c) Open Spaces and Lighting

i) Open Spaces Committee minutes of 24th August 2021 were agreed and confirmed.

ii) Buryfield hedge – update and quote for approval

The working party reported on the recent meeting on site. One entrance was cut back to help improve visibility. The working party recommended the quote from The Tree & Hedge

Company to prune the hedge only in its first year, for a cost of £600 + VAT, be accepted. This is the company who planted the hedge. This was resolved by majority vote. A quote for next year to reduce the height was also requested.

iii) Request to use Buryfield – two new bootcamp classes

The following requests were resolved by majority vote:-

- CCF Amersham – Chris Boulton – Thursday 6.45pm
- Smith Health & Fitness – Chris Smith – Wednesday 6pm

The change of trainer to Tom Vaughan for the existing bootcamp classes on Wednesday 7.30pm and Saturday 8.00am was noted.

The usual charges would be made.

iv) Proposal to consider use of strimming rather than weed killing

The council discussed the use of weed killer in the parish, currently at Greenlands Lane, Buryfield skate park/tennis courts/car park and Prestwood Common around the scout hut/Community Centre and car park. Emails have been received from residents asking for the use of weedkiller to be stopped and also further emails complaining about weeds. As it is likely to be contentious issue Cllr Pither proposed a working party is formed to consult with the community and make recommendations for full council to consider. Cllrs Ormesher, Bunting, Pusey, Lovegrove & Marshall volunteered to join the working party.

v) Cemetery fees – proposal to increase annual charge

The council considered the need to increase the annual charge made to Bucks Council to increase the management fees charged for the cemetery. The clerk advised that there were potential new tasks such as meeting with the grave digger each time a grave is dug to ensure that graves are shored up and attending funerals to check paperwork. It was resolved to suggest an increase in the charge to £2,000 + VAT / year.

vi) Memorial Centre entrance work – quotes for repair – for approval

The three quotes for the works to repair the paving/surfacing outside the entrance to the Memorial Centre were considered. There was concern that the quotes were not all providing the same scope of work. Cllr Pusey was asked to prepare a specification for the clerk to use for further quotes for the October meeting.

vii) Allotments – requests for sheds/greenhouse

The council approved the following requests:-

- Spurlands End Road - 6'x4' greenhouse on plot 2B
- Chequers Lane – removal of a shed from plot 15B to plot 17B
- Nairdwood Lane - 6'x4' poly type greenhouse – plot 10A
- Nairdwood Lane – shed and greenhouse, both 6'x4' and use of a mini digger – plot 20A

The following was also agreed:-

- Nairdwood Lane – plot 10A – the tenant has failed to respond to requests over the last year to reduce the size of the shed on this plot and request permission for a poly tunnel that has already been installed. A letter has been sent, signed for, asking for this to be completed by 24th September. The council agreed if this is not conformed to then notice to terminate the tenancy will be sent.
- Nairdwood Lane – plot 7B – Cllr Pither reported that the tenant of this plot was asking the council to provide a skip just for his use to clear some metal work and rubbish from his plot. He has had the plot since 2007. Cllrs Pither and Baxter have inspected the plot. The council voted by majority that it was the tenants' responsibility to clear their plot as covered by the tenancy agreement.
- The quote for £350 + VAT from Sextons to replace all the taps and posts at Nairdwood Lane allotments was approved by resolution.

viii) Allotments – bonfires – updates

Bonfires have been banned on allotments throughout the pandemic in line with advice by Bucks Council. Bucks Council have now removed this advice and the council resolved to allow bonfires on allotment sites. Allotment liaison officers will be advised with a reminder of the bonfire guidelines.

ix) Ballinger Common – licence with Ballinger Waggoners Cricket Club and Gateway

Following a recent vote under the clerks delegated power the parish council agreed to continue with a licence arrangement, as opposed to a lease, with the Ballinger Waggoners Cricket Club to extend the area of Ballinger Common used by the cricket club. Cllr Rhodes will recommend updates to the licence which will be circulated to all, this will include acknowledgement that the cricket club have an agreement with Gateway School to use the Common and cricket club facilities during term time, including a financial arrangement. Cllr Pither suggested that the parish council should also have an agreement with Gateway for use of the Common. Gateway have started using the Common this term. It was resolved by majority vote to increase the fee payable by Ballinger Waggoners under the licence to £100 per year.

x) Open Spaces Contract 2022

Cllr Pither reported that the current open spaces contract expires in March 2022. The process for renewal will be started with statutory obligation to advertise the contract on the governments Contract Finder website. The contract will be reviewed and this will be scheduled for early October. A working party will then be arranged to review the tender replies at the end of November.

xi) Prestwood Nature Pond – update

The Open Spaces Committee have recommended that the public liability insurance required by Prestwood Nature for the proposed pond at Greenlands Lane should be a minimum of £10 million, due to the accessibility to all of the area. Prestwood Nature currently only have public liability insurance of £5 million and to increase this would cost approx. £265 per year. It has been suggested that Prestwood Nature could apply for a grant to cover this additional cost, although it would need to be an annual grant to cover this increase each year whilst the pond is in existence. Prestwood Nature will contact the parish council later this year when they have discussed this further with their committee.

xii) Best Kept Allotment Competition

Cllr Pither advised that the scores had been collated and winners decided. Cllr Humphreys has approached Hildreths to see if they will kindly provide the prizes again this year. Cllr Pither suggested that the presentation event is held in October but on a different date to the parish council meeting, perhaps on a weekend. Please send any suggestions to Cllr Pither.

xiii) Ragwort – quote for removal from allotments

The council resolved to accept the quote for £340 + VAT to remove ragwort on the allotment plots, as recommended by the Open Spaces Committee. Occurrences of this plant have been reported on all allotment sites except Spurlands End Road. Whilst the parish council do not have an obligation to remove ragwort they do have a legal obligation to ensure it does not spread onto neighbouring properties as it is mildly poisonous to livestock.

xiv) Annual Tree Inspection – quote for approval

The council resolved to accept the recommendation of the Open Spaces Committee to accept the quote from MacIntyre Trees to provide the annual tree survey for the parish, this will include accurate digital mapping of all parish trees. The cost is £1,450 + VAT.

xv) Quote for repairs at Buryfield

The parish council resolved to accept the following quotes from Sextons:-

- To re-install the story telling chair in the toddler play area £190.00 + VAT
- To replace some of the timber on the fence by the skate park – as per annual playground inspection - £225.00 + VAT
- To repair the tennis court netting £90.00 + VAT

The council decided not to go ahead with the replacement of the bollard on the footpath by the school.

d) Finance & General Purposes Committee

i) Insurance – quote for approval

The parish council considered the three quotes and resolved to accept the quote from Zurich for a 3 year term. The premium for this year is £4,405.27. The price will increase next year but the long term agreement provides a guaranteed level of additional discount.

ii) Conclusion of external audit

Clr Johnstone reported that the external auditors had completed their audit and had not found any matters that gave cause for concern.

iii) Ideas for budget

Clr Johnstone asked the council to send through any budget ideas through to the clerk as the budget setting process would soon be commencing.

iv) Bucks Code of Conduct – for adoption

The updated Code of Conduct from Bucks Council was adopted by resolution.

v) Request for Grant – Great Missenden Bridge Club

The request for a £1,680 grant for a bridge dealing machine was considered by the parish council. This was not approved by the council however it was suggested that the Bridge Club submit a request to the Community Board.

vi) Parish Office decoration – quotes for approval

The council considered the three quotes provided and accepted the quote from S Graham for £1,990.00 + VAT for decorating the parish office. There is an earmarked reserve for this work.

vii) Payment of accounts for September 2021

It was **resolved** that accounts numbers **111-126** in the sum of **£17,487.43 (inc VAT)** be agreed for payment and petty cash items of **£54.76** be ratified.

14. Editorial Working Party

- i) The Source – articles including the repair café, new councillors and vandalism have all been submitted for the upcoming edition of The Source.

15. Reports from Representatives to outside Groups.

GMPRG – the clerk reported that Carole Eaden was stepping down as chair and that Christopher Black will be taking the role.

16. Clerks Report

- i) The clerk's progress report was noted.
- ii) The upcoming annual leave of the clerk was noted.

17. Matters for information

None.

18. Future meetings

- a) Planning Committee – **7.30 p.m. Monday 4th October 2021** – Great Missenden Memorial Centre
- b) Parish Council Meeting – **7.30pm Monday 11th September 2021**– Great Missenden Memorial Centre

The meeting closed at 10.20pm.