



**Minutes of the Parish Council Meeting
held on Monday 13th December 2021 at 6.30 p.m.
Great Missenden Memorial Centre, Great Missenden**

Public Forum:

Two representatives from Prestwood Scouts

Present:

Councillor A Hewett

Councillors: C Bunting, J Brooke, L Cook, S Humphreys, M Johnstone, K Pither, M Lee, I Lovegrove, V Marshall, V Martin, C Ormesher, R Pusey, S Rhodes, T Stevenson

Also present: Jane Hennessy – clerk

1. Apologies: Cllr C Baxter

2. Declarations of Interest:

Cllr Pusey – item 11a)i)

3. Minutes The minutes of the meeting held on **8th November 2021** were **agreed** and signed as a correct record.

4. Matters arising

- The response from Bucks Council’s Highways Community Liaison Officer dated 23rd November regarding The Misbourne School informative queries raised by the parish council was noted.
- The padlock on the gate at Prestwood Community Centre has recently broken. Cllr Humphreys helped remove the broken padlock and a new padlock has been purchased.
- A reminder of suggested locations for the laying of flowers for Operation London Bridge was given.
- Cllr Hewett advised that one complaint has been received regarding a refrigeration unit outside the new convenience shop in Great Missenden High Street.

5. Community Board - update

The council noted the update from the Community Board on the submitted transport project ideas as follows:-

- Church Street Parking – proceed
- Moat Lane School footpath – not viable to proceed
- Honor Road parking – TfB to cost option for parking bays and double yellow lines, no verge parking. Cost for informal, formal and implementation
- Broombar Lane parking – not good value for money as one location

The council resolved to approve the suggested costing option for Honor Road parking.

6. Parking

i) Bucks Council coach turning circle - update

Cllr Hewett updated the council on the progress of the repairs to the turning circle. Bucks Council are preparing to undertake repairs to the area of subsidence in the turning circle and in the school and this will be carried out next week.

ii) Buryfield car park management

The council approved by resolution to accept the draft variation to the Buryfield car park management lease. Cllr Rhodes had one query which will be clarified by the clerk.

iii) Buryfield car park – signage

Cllr Brooke reported that the Buryfield car park has too much signage which should be reduced. Cllr Hewett suggested that once the turning circle repairs are completed a review of the signage could be carried out in the new year. Cllr Brooke also requested that other car parks in the parish could also be reviewed.

7. Climate Change & Environment Working Party - update

A report from Cllr Bunting following a meeting of the working party on 17th November was noted. The report proposed that a page is created on the parish council website dedicated to Climate Change and environmental updates which was resolved. Other recommendations in the report including a local cooking club, a community event and an article in The Source were noted and further information on these recommendations will be presented to the council in the new year. The council also resolved the request to provide a monthly 3 hour Saturday booking of Prestwood Community Centre for the Climate Café free of charge for 12 months.

8. Memorial Hall - update

- One revised quote for the entrance work of £6,950 was noted. Further comparison quotes are still awaited and the clerk requested any further recommendations of builders, as it is proving difficult to find contractors willing to quote.
- The parish council agreed to accept the offer from the GM Memorial Hall of a £200 annual fee for bookings made in the parish council's name at the Memorial Hall.
- The parish council agreed by majority vote that the meeting room was for use as an extension to the parish office and not for rent as part of the Memorial Hall's facilities.
- The clerk reported that the Main Hall of the Memorial Centre has been booked for the January and February council meetings, but it is likely that a regular Monday evening class will resume in March, in which case the Committee Room will be available. Under current government guidelines masks were now compulsory for meetings held in the Memorial Hall.

9. Remote Meetings

The council resolved by unanimous vote to send the draft letters, provided by NALC, to the MP and to the Minister for Levelling Up Communities, calling for the option of remote parish council meetings to be made legal.

10. Repair Café - update

Cllr Stevenson reported on the progress of the Repair Café. A committee structure has now been created to take the project forward as an independent organisation. Karen Pither is the chair of the committee and the next meeting will be in January. A request was made to include a budget line for a grant for the Repair Café to help with costs such as insurance. This was

approved at a cost of £400. A further request for hire of Prestwood Community Centre free of charge will be requested at the January council meeting.

11. Reports from Committees

a) Planning Committee

- i) The minutes of the meeting held on **Monday 6th December 2021** were agreed and confirmed with minor amendments.
- ii) All councillors were asked to consider the call for brownfield sites by Bucks Council. A link to the form has been provided for submission of sites.

b) HS2

A summary of the report presented is below.

i) Main Works Civil Contractors

- Weights and Measures building has now been demolished
- A new ALIGN compound is being created at the north portal and a noise barrier will be installed on the site. Noise and dust monitoring data is being reported monthly in public documents although there is a 2 month lag time.
- The drilling equipment in use at the Little Missenden Vent Shaft site will be moved to the north portal site to build the barrettes.
- Chesham Road Intervention Shaft – complaints regarding the light pollution from floodlights at this site have resulted in the floodlights now being turned off at 7pm.
- EKFB earthworks continue.
- Bucks Council have recently approved extended hours for earth works. Align and EKFB have been given conditional permission to work 12 hours from 7am-7pm. The parish council have learned that permission is being sought to extend working hours further – routinely to 10pm and up to all night if required. The parish council resolved to exhort Bucks Council environment health officers to grant permission ONLY in exceptional circumstances as the further loss of darkness and tranquillity within the Chiltern Area of Outstanding Natural Beauty is unacceptable.

ii) Other Current Developments

- Bucks Council have issued judicial review proceedings against decisions made by the Planning Inspectorate on the lorry route approvals along the A355/A413 submitted by HS2.
- The Leeds spur has now been cancelled.
- Protestors in the Wendover Active Resistance camp have now been evicted and the site should be cleared by Christmas.
- For 3 nights during week commencing 13th December the A413 at Rocky Lane will be closed at nights.
- For 3 days during the same week the A413 will have temporary traffic lights 9am – 3pm.

iii) Communication

- When sending complaints to hs2enquiries@hs2.org.uk please also copy in Bucks Council at ewrandhs2enquiries@buckinghamshire.gov.uk and to our clerk.

c) Open Spaces and Lighting

- i) The minutes of the meeting held on **Tuesday 30th November 2021** were agreed.

ii) Open Spaces Contract – 2022-25

The working party consisting of Cllrs Pither, Hewett, Humphreys, Bunting, Johnstone & Lovegrove met and opened the tenders received on 9th December. Using a matrix of criteria six tenders were compared and discussed and a vote was taken to recommend a contractor to put forward for full council approval. The working party recommended that the contract

should be awarded to Sexton Fencing. The council resolved by majority to accept this recommendation for the contract for 2022-2025.

iii) Land adjacent to Link Road – lease – for discussion

The council discussed the email from Carter Jonas asking if the parish council would be interested in letting the land adjacent to the Link Road, Great Missenden. It is approximately 4.69 acres. Unfortunately there has been no response over the last 4 weeks from Carter Jonas following the request for more information. It was agreed to defer this item to the January agenda, by which time further information is hoped to be received.

iv) Nairdwood Lane allotments – update on 7B & 10B

7B – the continued request that the parish council remove ‘hazardous waste’ by the tenant of 7B was noted, as was the report from the Open Spaces committee that the waste includes the remains of a greenhouse, glass and metal and that the tenant has held the allotment since 2007 and has only just recently requested this help. It was agreed by the council that the parish council does not have a policy of clearing rubbish from occupied allotments and this should be communicated to all tenants.

10B – the tenant has now paid the rent owed but not cleared wood from the plot or reduced and moved the polytunnel. The tenant is now demanding that the parish council remove the wood on the plot and that they are not able to complete the work without this wood being removed. The tenant believes that the parish council have an obligation to do so and has been reminded that it is not the parish council’s policy to clear tenanted plots. As communication with this tenant had now been ongoing since July the parish council resolved by majority that the tenancy should be terminated and the process for this will be checked by the clerk.

v) Allotment tenancy agreement – addendum for approval

The parish council resolved unanimously the wording reminding all allotment tenants that the condition of a plot is accepted when signing the tenancy agreement and it is the responsibility of the allotment tenant to remove items not acceptable under the terms and conditions of the tenancy agreement.

vi) Spurlands End Road allotment hedge – request

The council considered the request from the resident adjacent to Spurlands End Road allotments for assistance in replacing a section of hedge along the border. The resident, with the parish council’s permission, has improved the border and installed a fence. The council agreed to look into the costs of replacement hedging, Cllr Hewett offered to arrange a meeting with the Walled Garden to arrange a for a quote and this will be progressed in the new year.

vii) Spurlands End Road – draft letter to resident

The draft letter regarding the Spurlands End Road boundary, along the right hand side, was approved with amendments.

viii) Gryms Dyke – replacement surfacing

Following the November council meeting a third quote was received for the resurfacing work. This was from Playground Facilities for £19,238.80 + VAT. As this is under £25,000 use of the Contracts Finder service is not required. Under the clerks delegated powers this quote was resolved by majority and the order has now been placed. This project will be financed from the playground reserve and the work is hoped to be carried out in January 2022.

ix) Sibleys Rise, South Heath – request for additional play equipment

The council noted the email from County Cllr Macbean regarding requests received to improve the play area in Sibleys Rise. Cllr Brooke confirmed that a survey has been sent to the residents of Sibleys Rise by way of informal consultation. If supported by the residents, an application could be made to the Community Board for funding. Cllrs Pither & Brooke have also visited Sibleys Rise. Once the outcome of the survey is known Cllr Brooke will report back to the council.

x) Sibleys Rise, South Heath – matting

Cllr Pither reported that the matting under the swing at Sibleys Rise is in need of replacing and the council approved the proposal to obtain quotes for consideration.

xi) Prestwood Scout Hut – request for consideration and licence

Following representation from the Scouts in the public forum the council agreed to support in principle the proposal of the Scouts to replace the current scout hut at Prestwood Common. It was indicated that this was a ten year plan and that approximately £250,000 of funding would be required. It was also noted that the licence between the Scouts and the parish council was expired and Cllr Rhodes offered to assist with drafting a new licence. Thanks were given to the representatives of the Scouts for all their hard work running the group.

xii) Tennis Court – quote for multi use

The council discussed the quote for a shooting circle and basketball quote at £2,500. There were concerns regarding safety of the sockets when the post/s were removed during the summer months, could cause a trip hazard. It was suggested that mobile posts could be investigated, an example of cost was approximately £500 + VAT. The council agreed to make further enquiries regarding posts and in the meantime to approve the quote by A Molloy for £350 to add the basketball lining.

xiii) Prestwood Recreation Ground – draft expression of interest form

The draft completed form was approved by majority vote with minor amendments.

d) Finance & General Purposes Committee

i) The minutes of the committee meeting held on **24th November 2021** were agreed and confirmed.

ii) Draft budget – for discussion and approval

Cllr Johnstone presented the draft budget recommended by the F&GP Committee at their recent meeting, including detailed earmarked reserves. The parish council approved the budget with amendments which included adjustments to the grants and open spaces section, provided these amendments keep the increase below 2% of the overall budget. The Finance & General Purposes Committee will meet again on the 16th December to make the amendments.

iii) Christmas Lights – Prestwood - update

Following the proposal at the November meeting, the council resolved to re-allocate the Prestwood Christmas lights grant budget and to use their powers to fund the Christmas lights directly (Local Government Act 1972, section 144). The council resolved to accept the quote of £1,500 + VAT from Lamps & Tubes. This was carried out under the clerks delegated power prior to the December meeting.

iv) Request for a grant – GM Chamber of Commerce – for approval

The council approved by resolution the grant request of £1,500 for the lights, insurance, trees, etc for Great Missenden's Christmas celebrations.

v) Request for a grant – The Source – for approval

The request from The Source to assist with printing costs of £652 was approved by resolution.

vi) Receipt of Community Infrastructure Levy (CIL) – for noting

The notification of £7,853.40 to be received as a CIL payment on 28th April 2022 was noted.

vii) Payment of accounts for December 2021

It was **resolved** that accounts numbers **164-191** in the sum of **£24,865.40 (inc VAT)** be agreed for payment and petty cash items of **£144.76** be ratified.

12. Editorial Working Party

i) The Source – Cllr Hewett thanked contributors for the December edition and apologised to Cllr Bunting for the omission of the 20mph article. A meeting in the new year is to be arranged to clarify the submission process.

13. Reports from Representatives to outside Groups.

- i) The update from the Stoke Mandeville & Other Parishes Charity representative was noted and thanks asked to be passed on.
- ii) Cllr Stevenson updated the council on his attendance at the recent Prestwood Village Association committee meeting and the subsequent invite from the PVA for a Prestwood councillor to attend every other meeting. After discussion Cllr Cook proposed that this offer is accepted with thanks, and this received a majority vote.

14. Clerks Report

- i) The clerk's progress report was noted.
- ii) Regarding the latest Covid guidelines - the clerk reported that herself and the deputy clerk will keep the office open and one of them will work at home where possible, however it is intended, for workflow, to work together in the office once or twice a week. Both clerks are taking regular lateral flow tests.
- iii) Following the recent government announcements regarding mask wearing, posters will be placed at both the Community Centre and the Memorial Hall and regular users will be advised by email.

15. Matters for information

None.

16. Future meetings

- a) Planning Committee – **7.30 p.m. Monday 10th January 2022** – Great Missenden Memorial Centre
- b) Parish Council Meeting – **7.30pm Monday 17th January 2022**– Great Missenden Memorial Centre

The meeting closed at 8.45pm.