

GREAT MISSENDEN PARISH COUNCIL

Minutes of a meeting of the Parish Council
held on Monday 10th December 2018
at the Memorial Centre, Great Missenden
at 6.30p.m.

Public Forum:

Two residents – prospective councillors
One resident – for co-option

Present: Councillor – A Hewett chair

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

Also present: Jane Hennessy - Clerk

1. Apologies: Councillor V Martin

2. Declarations of Interest:

None.

3. Minutes The minutes of the meeting held on 12th November 2018 were **agreed** and signed as a correct record.

4. Matters arising:

None.

5. Councillor Vacancy

The council discussed the application for one of the parish council vacancies, as under the co-option process. Anna Brazil was proposed by Cllr Lee and seconded by Cllr Humphreys and the council approved the co-option by majority vote.

6. Parking

i) Buryfield coach parking – letter from CDC

The council noted the letter from Julie Rushton at CDC regarding management of Buryfield car park and the intention of CDC to contact Great Missenden School again to remind them of the requirement for a banksman for reversing coaches.

ii) Buryfield car park – update

The extract from CDC's minutes from 16th October regarding a potential decrease in parking charges, should usage not increase once Roald Dahl museum re-opens, was noted.

iii) London Road Car park – update

Cllr Hewett reported that she had met with the head of The Misbourne School to advise them of the potential plans for a car park on London Road. Cllrs Hewett and Pither were due to meet with the Roald Dahl Museum this week to also discuss the potential plans. The next steps to establish the viability of this project involve obtaining advice from Bucks Highways before progressing to a pre-planning meeting with CDC.

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7. Reports from Committees

a) Planning Committee

i) The minutes of the planning meeting held on 3rd December 2018 were **agreed** and **confirmed**.

b) HS2

i) Contractors Enabling works – Fusion JV

Cllr Johnstone reported that the archaeological work will recommence in the New Year, as should work on Frith Hill. The members of the HS2 working party recently had further discussions with Bucks County Council regarding the Frith Hill roundabout road widening and the diverted footpath. It is hoped that the council's recent input will influence the final layout.

ii) Enabling Works – Main Works Civil Contractors

- Confirmation that the main construction work is to be delayed by at least a year due to escalating costs, although HS2's aim is still to have the railway in service by 2026.
- The latest programme for year one works intends commencement mid 2019, enabling works and construction of site access to keep traffic off minor road, main access point off A413 at Great Missenden and in Q4 demolition of footbridge and construction of compound at Small Dean, Wendover.
- There are design and other issues outstanding as follows:-
 - road safety assessment stage 3 on the Link Road and Frith Hill roundabout
 - Chesham Road vent shaft
 - design of bridges and viaducts (expected to be ready this month)
 - north portal to the Chiltern tunnel – more clay found in the chalk so likely to move the portal 50m towards Wendover
 - the impact of the mass haul plan
 - baseline survey of traffic on the hilltop lanes
 - minor works planned for the Annie Bailey's junction
 - noise and noise barriers to be reviewed
 - lorry routes to be confirmed.
- A consultation is underway in Wendover regarding noise reduction measures to reduce noise from the bypass and HS2 construction traffic along the bypass.

iii) Engagement

HS2 are continuing the monthly drop-in sessions in the Great Missenden library in 2019, the dates are 25th Jan, 22nd Feb, 29th Mar, 26th April, 31st May & 28th June.

There is also engagement planned for Chesham Road vent shaft and the north portal in summer 2019.

Schedule 17 plans are still to be submitted.

c) Open Spaces and Lighting Committee

i) The minutes of the planning meeting held on 23rd October 2018 were **agreed** and **confirmed**.

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ii) Tree policy – for approval

It was requested that the proposed tree policy is forwarded to John Cheston at CDC for his feedback.

iii) Tree survey – quotes for approval

It was agreed to proceed with the interim tree survey. The council agreed by majority to use a company that charged for a survey. The clerk was asked to confirm with the insurers as to the qualification needed by the company carrying out the survey. The council would then let the clerk know their preference between two obtained quotes for the interim survey.

iv) Ballinger allotments – recommendations from an allotment holder

The council considered the request from an allotment holder at Ballinger to place a permanent notice at the site asking drivers to not drive on the site when the ground is soft. The council thanked the allotment holder for this offer but prefer to continue with the current system of the council advising allotment holders when it is suitable to drive on the sites. This is usually between October and March depending on weather conditions. The council are also considering placing noticeboards at each site.

v) LAF – Moat Lane TfB response to 19/20 project submission

The response from TfB was noted. It advised that the council would need to approach the landowners affected before a price could be given for implementing a footpath on Moat Lane. The council had contacted an independent Transport Planning Consultant who had given a budget price of £1,650 to prepare a highways report from a safety aspect of this area. The council resolved by majority vote to submit the request to use an independent consultant for consideration with this LAF project. The decision will be taken in March by the LAF as to whether this project will go ahead with match funding. If the project is agreed, and an independent specialist is used, the council will have to pay the full costs and claim the 50% match funding back from the LAF.

vi) LAF – Prestwood parking restrictions – update and consider response to the LAF

The proposed Prestwood parking restrictions were considered by the council. There were concerns that part of the restrictions were outside the front of houses. The council have requested that a consultation is carried out with the residents to ensure that they agree to the restrictions prior to implementing. The council have requested to see the outcome of the consultation.

vii) Chilterns Conservation Board – draft five year plan

The council asked the clerk to summarise the plan by email to enable a response by 31st December.

viii) Open Spaces Contract – review of tenders and recommendation by working party

The working party met and opened the tenders received on 4th December. Using a matrix of criteria and a scoring system five tenders were compared. Based on this information 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 2019-2022.

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ix) Streetlight – proposal for ongoing replacement with LED bulbs and quote for Rook Wood Way

Due to the increasing cost of sodium lights the council agreed to the recommendation of the Open Spaces Committee to consider replacing faulty bulbs with LED's on a case by case basis. With regards the quote for the three lamps on Rockwood Way, the council asked that the residents be consulted for their preference beforehand.

x) Allotments – proposal for replacement sign at Chequers Lane

The council approved the quote of up to £100 to replace the sign at Chequers Lane allotment site.

xi) Allotments – proposal for replacement posts at Greenlands Lane

The council approved the quotes to replace the gate post at Greenlands Lane for £245 and to replace 30 fence posts for £695 from Sexton Fencing.

xii) Polecat – play equipment – update

Following the decision at the November meeting to dismantle and store the play equipment from the Polecat, additional information from two additional play equipment companies became available regarding the state of the wood and concerns over compliance to BS EN 1176. In light of the new information the council agreed by majority to decline the offer of the equipment and thank Oakman Inns for their kind offer.

xiii) LAF – non transport project ideas

The council were reminded to submit any non transport ideas for the LAF for 2019/20 to the clerk.

xiv) Request for nominations for the Parish Cup

Councillors were asked to submit nominations for the parish cup to the clerk so that the decision can be made at the January council meeting.

xv) The Cage – proposal to consider land registration

It was resolved by majority to pursue land registration of The Cage.

xv) GMPC – logo

The councillors were asked to submit any logo designs for consideration.

d) Finance and General Purposes

i) Website - update

Cllr Jager reported on the latest developments with the new website. Web Clubs have started working on a front page which is close in design to the York website. Content writing and proof reading has been allocated and if anyone else would like to help please contact Cllr Jager. The intention is to have a change control document and additional ideas document that all can contribute to. The first stage content should be submitted to the working party by 3rd January. With the aim of the new website going live at the end of Q1 2019.

The editorial review process will be similar to the editorial working party process. The working party will review the documents as will the chair.

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ii) Request for a grant – The Source

It was agreed by majority to approve the grant request to The Source for £1,722. This is the cost of printing two editions.

iii) Request for a grant – Open Spaces Society

The council declined the request for a grant from Open Spaces Society but agreed to continue the membership subscription to the society.

iv) Request for a grant – Great Missenden Traders Association

It was resolved by majority vote to approve the grant to the Great Missenden Traders Association for £1,113.80 for the Christmas trees and lighting for the village.

v) Request for a grant – The Princes Centre

The council declined the request to plan for a grant for The Princes Centre, Princes Risborough for the next financial year. It was felt that it was not based in the parish

vi) Budget – draft for 19/20

Cllr Johnstone presented a summary of the draft budget for 2019/20 following a meeting of the Finance and General Purposes Committee on 4th December. The current suggested precept request is 11.6% higher than 2018-19. This includes, amongst others; planning for possible election costs, salary and pension increases, anticipated increase in urban services and additional charges from CDC for Buryfield car park. The council agreed in principle to the increase. The working party will be meeting again on 17th December to finalise the budget for the January council meeting.

vii) Councillor Surgeries – for discussion and dates for 2019 approval

The councillor surgery dates for 2019 were agreed by the council. There is still debate about the format of these surgeries due to the low attendance by residents. Other suggestions included an appointment system and increased advertising of surgery dates. It was agreed to form a working party to specifically look at the councillor surgeries and Cllrs Jager, Pither and Lovegrove volunteered to form the working party and make recommendations. It was agreed to not advertise the full year's dates at this stage but advertise a month in advance.

viii) Council tax base and precept 2019-20

The document from CDC was noted.

ix) Payment of accounts for December

It was **resolved** that accounts numbers **154-175** in the sum of **£16,461.44** for **December** be agreed for payment and petty cash items for **£83.89** be ratified.

e) Editorial Working Party

i) 'The Source'

Cllr Hewett thanked everyone for their contributions to the last edition and asked for ideas for the next edition.

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7. Reports from Representatives to outside Groups

None.

8. Clerk's Report

- i) The clerk's resolutions progress list was noted.
- ii) Registration of assets and expenses to Ken Williams for his statutory declaration was noted.

9. Matters for information.

Cllr Lovegrove updated the council on the unfortunate cancelling of the Prestwood Spirit of Christmas event.

Cllr Baxter made special mention of JNP in Prestwood for kindly displaying children's drawings in their window.

Cllr Hewett thanked all the councillors for their contributions and hard work for the year.

The meeting closed at 8.40pm.

10. Future meetings

- a) Planning Committee – 7.30 p.m. **Monday 7th January 2019** in the Parish Office
- b) Parish Council Meeting –7.30 p.m **Monday 14th January 2019** at Memorial Centre, Great Missenden.