

GREAT MISSENDEN PARISH COUNCIL

Minutes of a meeting of the Parish Council
held on Monday 12th March 2018
at the Great Missenden Memorial Centre
at 7.30 p.m.

Public Forum:

- PS Lucy Ludovici – introduced herself as HS2 Community Engagement Officer for Chiltern. From Thames valley Police
- Andrew Ashcroft – Interim Head of Planning, CDC – gave a short presentation on neighbourhood plans.
- John Cadman – gave some background information regarding the proposal for the BCC parking survey.
- 1 member of the public attended the meeting.

Present: Councillor K Pither -chair

Councillors: K Allan, C Baxter, L Cook, , S Humphreys, P Jager, M Johnstone, M Lee, I Lovegrove, V Marshall, V Martin, C Plested, T Stevenson

1. Apologies: Councillor A Hewett, B Hougham

2. Declarations of Interest: None.

3. Minutes The minutes of the meeting held on 12th February 2018 and the extraordinary meeting held on 6th March were **agreed** and signed as a correct record.

4. Matters arising:

None.

5. Councillor vacancy

The councillor vacancy for Great Missenden ward is still outstanding.

6. Reports from Committees

a) Planning Committee

i) The minutes of the ordinary meeting held on 5th March were **agreed** and **confirmed**.

b) HS2

i) Fusion – JV – Undertakings 2728 & 2729

Approximately 170 residents attended the drop-in event on Wednesday 28th February in the memorial hall. It has been suggested that the display boards from this event are displayed temporarily in the Great Missenden Memorial Centre. Cllr Humphreys will confirm this with the memorial hall committee.

ii) Joint PC WP HS2 Liaison Group

Two recent meetings have taken place for discussions regarding construction HGV's using rural lanes and the design of the Small Dean and Wendover Dean viaducts.

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iii) School drop-off and replacement parking

Following the EGM on 6th March where, in principle, the council voted for option 2 to be put forward to AECOM for further design, the councillors were asked to put forward comments and suggestions for improvements on this option. A list was compiled of all comments and the councillors were asked to let the clerk know by 12.00midday on 13th of any amendments or additions. The list would then be sent to BCC.

iv) Buryfield car park – speed limit

The council voted unanimously to contact CDC to request that a speed limit if 5mph is signposted and enforced in the Buryfield carpark.

v) GM replacement parking

Copies of the Bucks County Council's Great Missenden replacement parking project, version 1.7, 2017, were made available to Councillors with a brief historical introduction

c) Open Spaces and Lighting Committee

i) Request for Gateway School to use Ballinger Common

The request from Ballinger Waggoners Cricket Club for the Gateway School to use the cricket ground for cricket as part of their summer games lessons this year was approved by the council.

ii) Request for a notice board at Ballinger cricket ground

The council discussed the request from Ballinger Waggoners Cricket Club for support and payment for a notice board at the cricket ground. As there are three noticeboards currently in the village, at the Memorial Hall, on Chiltern Road and the parish owned one on Ballinger Common, the council voted against this proposal. However the council has offered to display notices on the Ballinger Common noticeboard for the cricket club. Any notices need to be forwarded to the clerk.

iii) Public Spaces Protection Order Consultation – CDC car parks

This item was noted and it was suggested it would be useful to pass the consultation documentation to the Prestwood Village Association.

iv) Free parking days 2018

The council agreed for the first two dates below for all three car parks, (Buryfield, Link Road, Prestwood):-

Saturday 19th May

Saturday 1st December

v) Request to use Buryfield – Bootcamp SOS

It was agreed that Bootcamp SOS could continue to use the Buryfield for the next two blocks; 09.04.18 – 20.05.18 and 28.05.18 to 08.07.18. There are bookings on the Buryfield for the fair and circus during those time periods and the clerk was asked to let the Bootcamp know these dates.

vi) Proposal to change the dates for the planning and full council meetings in May

It was agreed by majority vote to change the meeting dates in May to the dates below:-

Planning Meeting

Tuesday 1st May

Annual Parish Council Meeting & Annual Parish Meeting

Tuesday 8th May

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vii) Draft letter to bootcamp user of Prestwood Common

An amendment to this motion was proposed and seconded as the bootcamp class had now contacted the council to request permission to use the common. The proposal was amended to consider this request and it was approved by majority with the same terms and conditions as those users of Buryfield.

viii) Best Kept Village Competition 2018

The council declined to enter this competition.

ix) Moat Lane – Kings Highway

Following investigations no information relating to Kings Highway has been confirmed. The project to create a pathway in front of Prestwood Infant School has been submitted to the LAF over the last four years as a priority for Great Missenden Parish Council. The council asked the clerk to contact BCC to confirm the status of this submission and if any funds have been allocated to the project in the past.

x) Grit bin update

It was agreed unanimously to purchase a grit bin from Tfb for the junction of Nags Head Lane, Peterley Lane and Nairdwood Lane. The cost of the bin is £450 and includes Tfb keeping it stocked. The decision regarding grit bins for the Prestwood Community Centre and the Parish Office has been deferred.

xi) Street lighting – Back Lane reconnection request - update

UK Power Networks have advised that there is no power to the streetlight (061) in Back Lane and due to the type of cable they would be unable to reconnect it. Given this information the council voted to leave the streetlight unconnected but not remove the streetlight itself.

xii) BCC Parking Survey

The council discussed the proposal for a parking survey of Great Missenden of which they would be the owners but that PVA would facilitate. The council were unsure about the objectives of the survey and have asked the clerk to contact PVA with further comments and questions.

xiii) Request for an interview with Wycombe Sound radio station regarding allotments

The council approved this request and asked the clerk to arrange to meet Wycombe Sound along with Cllr's Pither and Baxter.

xiv) Letter regarding building work at 63 Church Street

Whilst the council acknowledge that they do not own the grass verge outside 63 Church Street, they agreed that there were no objections to the local resident's request for builders to park on the grass verge, as long as any damage was made good.

xv) Request to share MVAS stats with Sprinters

It was unanimously approved that the MVAS stats for Honor End Lane could be shared with Sprinters Leisure Centre.

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xvi) Prestwood Recreation Ground – installation of bollards

The council approved the request by CDC to install bollards at Prestwood Recreation Ground in the area next to the play area. Two bollards will be fixed and two will be retractable to allow for grounds maintenance machinery access.

xvii) Letter from Thames Valley Police regarding policing levels

Noted.

xviii) Great Missenden Memorial Centre – double glazing units

The Memorial Centre requires two replacement units. It was agreed by the council for Cllr Humphreys to obtain a quote and for the council to then consider 50% of the costs shared with the Memorial Centre.

xix) Great Missenden School – lorries parking on the Link Road

It has been noted delivery lorries in connection with the Great Missenden School works have been parking on the Link Road. The clerk reported that the site foreman had been to the office to apologise for these incidents. The council felt that, due to safety concerns, they would like to write to the site foreman to request that the terms of the traffic management plan are adhered to.

xx) Draft letters regarding litter in Angling Spring Wood

The draft letters to CDC and all the local schools were approved by majority. Cllr Allan suggested an article for The Source on the subject of littering would also be useful.

d) Finance and General Purposes

i) Quotes for Lodge Lane annual maintenance

Having considered three quotes the council approved the quote from Lanes for the maintenance of the Lodge Lane Estate for 2018-2019.

ii) Salary Increment

The annual pay scale salary increment was agreed by the council for the clerk and deputy clerk.

iii) Quotes for annual tennis court maintenance

The revised quote from AM Tennis courts for one annual visit was discussed and the council would like to accept it but would like to check the inclusion of including checks and oiling of sockets and winding gear.

iv) Data Protection Update

Cllr Stevenson presented an update on the progress of the GDPR working party. There is still uncertainty whether a clerk or a councillor can be appointed a DPO due to conflict of interest. NALC have provided guidance and templates which have been useful. The deputy clerk is due to attend a GDPR conference in April. There is a data protection fee that will need to be considered.

The next step is for the working party to present a draft policy for the council to consider on, or before the May parish meeting.

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v) Request for a grant – Prestwood Area Community First Responders

The request for £500 towards the upkeep of the responder car was approved unanimously.

vi) Review of standing orders and financial standing orders

The council agreed for the following revisions:-

Standing orders – mandatory item 3.m updated in line with revised legislation – regarding the recording of public meetings.

Financial standing orders – items 5.2, 6.3, 6.4 and 6.5 to be amended to allow the council the option of moving to internet banking.

The council agreed to adopt the revised standing orders and financial standing orders with the above amendments only. The clerk was requested to email updated versions to all councillors.

It was agreed that the next annual review of standing orders/financial standing orders would be in May 2019 at the annual meeting.

vii) Request for a grant – The Source

The request for a grant for £1722.00 to be used for publishing The Source was unanimously approved.

viii) Legal Briefing LO1-18/L02-18

Noted.

x) Payment of accounts for March

It was **resolved** that accounts numbers **231-248** in the sum of **£15,077.87** (inc. VAT) for **March** be agreed for payment and petty cash items for **£92.90** were ratified

e) Editorial Working Party

i) 'The Source'

Cllr Allan suggested an article on littering.

7. Reports from Representatives to outside Groups

None.

8. Clerk's Report

i) Cllr Martin – BCC Community Leaders Fund

Cllr Martin has generously nominated GMPC for the BCC Community Leaders Fund of £1,500. The funds are to be used towards the purchase and maintenance of a 'your speed is' sign. The council asked for thanks to be passed on to Cllr Martin.

ii) IT security - update

The clerk advised that the office IT security was in line with advice given by ICO and National Cyber Security Centre although it was proving difficult to find an external company to provide an external assessment of the current security procedures. This matter was ongoing.

9. Matters for information.

None.

The meeting closed at 10.00pm

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10. Future meetings

- a) Planning Committee – 7.30 p.m. **Tuesday 3rd April 2018** in the Parish Office
- b) Parish Council – 7.30 p.m **Monday 9th April 2018** at Prestwood Community Centre