



**Minutes of the Parish Council Meeting
held on Monday 11th January 2021 via teleconference (Zoom)
at 7.30 p.m.**

(Meeting held by teleconference as per The Local Authorities and Police and Crime Panels (coronavirus) Regulations 2020)

Public Forum:

None.

Present:

Councillor A Hewett, Chair

Councillors: J Brooke, S Humphreys, M Johnstone, M Lee,

I Lovegrove, V Marshall, V Martin, K Pither, R Pusey, S Rhodes, A Styler, T Stevenson

Also present: Jane Hennessy - clerk, Carolyn Ormesher

1. Apologies: C Baxter, L Cook

2. Declarations of Interest:

Cllr Martin – items 7

3. Minutes The minutes of the meeting held on **14th December 2020** were **agreed** as a correct record and will be signed at a later date according to lockdown restrictions.

4. Matters arising

- The meeting was held by Zoom video conferencing due to the ongoing Coronavirus restrictions.
- Buckinghamshire entered into tier 4 restrictions shortly after the lockdown lifted on 2nd December due to rapidly rising cases. The government then enforced a 3rd lockdown commencing on 6th January. Prestwood Community Centre and Great Missenden Memorial Centre temporarily closed on this date, as did the tennis courts.
- There has been some recent vandalism at Buryfield, a concrete slab has been broken in the tennis courts, the Memorial Hall parking sign has been knocked down and at the weekend approximately 20 rails from the wooden fence that surrounds the skate park have been broken. Repairs costs have been approved by the chair and vice chair as per standing orders. (Railings repair - £245 + VAT, tennis court repair - £145 + VAT, parking sign £75 + VAT – all quoted by Sextons.)
- A Misbourne Greenway working party meeting was arranged for later this week, the deputy clerk will confirm the date and time tomorrow. Further contact has been received from Sustrans today and this will be considered by the working party.
- A meeting has been arranged to make recommendations for amendments to the licence for the land at London Road. The meeting is planned for the 20th January and will include members of the Open Spaces Committee and others.
- The letter supporting increases in the fines for fly tipping has been passed to Dame Cheryl Gillan's office and in turn has been forwarded to the Secretary of State.
- The footway on Frith Hill (South Heath leg) has now been cleared by Transport for Bucks. There is one area of damage which has been reported on Fix My Street for repair.

- The Road Safety Fund is due to be open for applications in February and further details will be forwarded when received.
- The clerk reported the sad news that Lucy Coppin, who has worked as the council's internal auditor, had passed away before Christmas. The council would like to make a donation of £100 (split between Cancer Research and British Heart Foundation) in her memory and the clerk will confirm the power and process for this.

5. Councillor Vacancy

Carolyn Ormesher provided information regarding her request to join the council and fill the Great Missenden ward vacancy. Under the co-option process Cllr Hewett welcomed Carolyn to the council. The clerk will arrange for the Acceptance of Office form to be signed in the presence of the clerk and Carolyn will join the council at the February meeting.

6. Standing Order update – proposals for remote meetings & delegated authority

Due to the continuing Covid 19 lockdown restrictions the following delegated authority to the clerk was also resolved by the council:-

In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The clerk will further consult with the chairman for guidance, as necessary. Any decision made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.

7. Parking

i) Bucks Council coach parking - update

Cllr Hewett updated the council on the recent meeting with Bucks Council regarding their proposed coach parking project. Bucks Council had responded to the questions raised by the parish council and these have been circulated. Cllr Hewett re-iterated the concerns particularly that the turning circle may not be large enough to accommodate proposed fence, curb and hedge, also the possibility of coach sizes increasing. Cllr Humphreys will assist with the remaining queries that Bucks Council have regarding current drainage and location of electrical cables.

ii) Car park management - update

Cllr Rhodes updated the council on the progress of the tender process. The tenders have been opened in the presence of the clerk in line with standing orders. Cllr Rhodes is in the process of preparing a comparison for the working party, however given the timescales it was proposed by Cllr Hewett that Bucks Council are asked if they would consider continuing to manage the existing car park until 31st March, thus extending the current lease. This was resolved by unanimous vote. The clerk was asked to confirm this with Bucks Council. A car park management working party meeting will also be arranged for next week to progress the new management.

8. GMMC – Refurbishment Update

The HS2 CEF / Groundworks fund have agreed that the parish council can use some remaining funds in the grant to replace the curtains in the main hall. Three quotes have been obtained and the successful contractor chosen and approved by Groundworks. A deposit of £1,300 is

requested and will be paid by the parish council and then reclaimed. The remaining refurbishment works include replacement tables for the committee room and reframing of all the pictures. These will be progressed once Covid restrictions allow.

9. Reports from Committees

a) Planning Committee

i) The minutes of the meeting held on **5th January 2021** were agreed and confirmed.

b) HS2

i) Enabling Works

- Fusion have vacated the compound by the Link Road roundabout and have handed it over to EKFB for use as a security gatehouse. Fusion/Buckingham Group will return to use part of it temporarily when they complete the remedial works due in mid-February.
- The chalk trial behind the compound should be completed by end of February and the slope up the hill restored to grassland.
- The Road Safety Audit stage 3 included a hazard where the diverted public footpath crosses the A413 and the entrance to Buryfield car park.
- Ten semi mature trees have been planted by Lowthers who will maintain them for 12 months.
- Following complaints from residents Fusion have toned down the lighting and turned off the floodlights at Jones' Hill Wood.
- Advance Works Notices have been published on HS2 Commonplace covering planned works in South Heath, Rocky Lane to Leather Lane and Chesham Road vent shaft enabling works.

ii) Complaints to HS2 Commissioners on 15th December

- A virtual meeting with commissioners Sir Mark Worthington – construction and Deborah Fazan – residents. Dame Cheryl Gillan also attended. This was a follow on meeting and the aim was to raise all the current concerns from Little & Great Missenden and The Lee Parish Councils and communities. The common threads are poor communication, late communication, lack of proper engagement and deviations from agreements and assurances. Bucks Cllr Peter Martin chaired the meeting.

iii) Main Works Civil Contractors (MWCC)

- A paper was presented at the Bucks HS2 Missendens meeting to urgently address the Local Traffic management plan and Traffic Information guides, specifically around the flow of traffic on the A413 and construction routes. HS2 and Bucks highways need to have plans in place to mitigate the impact of HS2 construction traffic on the peak traffic flows for commuters and schools on the A413.
- EKFB are no longer considering the option of an additional compound adjacent to the Great Missenden haul road. This is in part due to the number of complaints HS2 received from residents and pressure from Dame Cheryl Gillan, county and local councillors, local conservation groups, Great Missenden Village Association and the local press.

iv) Chiltern Society presentation – Saturday 23rd January @ 10.30am

- The Chiltern Society have been photographing the progress of the route since the plans were first revealed in 2010 and are running a series of free presentations. Free places can be booked via the Chiltern Society website.

v) Construction Traffic

Cllr Johnstone reported an example of large construction traffic not using the correct routes. An HS2 low loader was seen using the rural roads around Potter Row to deliver a

large excavator. The driver was not aware of the correct access route for heavy constructions vehicles

c) Open Spaces and Lighting

i) Black Horse pub, Great Missenden – asset of community value request - update

The council noted the update that Bucks Council had rejected the application by The Chiltern Society to register the Black Horse pub as an asset of community value. It was rejected as Bucks Council considers that the current use of the property does not further the social wellbeing and social interest of the local community. The clerk confirmed that there is no appeal process for this decision. If there is substantial new evidence than a new application can be submitted, however the application submitted by The Chiltern Society was comprehensive. The update was therefore noted.

ii) New Benches - update

Two new wooden benches have been gratefully received from Richard Hildreth, generously donated. Following a request from a Prestwood resident for a bench to be located on Prestwood Common, Cllr Humphrey's will meet with Richard Hildreth to see if one of the benches could be located on Prestwood Common. Cllr Humphreys will also confirm the price of an additional bench so that two benches can be located along the side of the common parallel to Honor Road.

iii) Prestwood Common – update

- It was confirmed that the maintenance visit required for the track on Prestwood Common would be booked for April/May 2021 at a cost of £650 + VAT. It was also confirmed that it is expected that this 'rake and roll' maintenance visit should only be required every two years.
- The council agreed by unanimous vote to increase the number of signs at Prestwood Common to 6, to include one for Prestwood Community Centre. The costs were approved as follows; £600 + VAT for six signs and £350 + VAT to install the signs (four on posts, one on the Colts pavilion and one on the Community Centre).

iv) Parish Cup – requests for nominations

The councillors were asked to let the clerk have any nominations for recipients of the parish cup prior to the February meeting. Two nominations were suggested.

v) Lime Tree, Buryfield – update

Following the December council meeting Cllrs Pither, Humphreys, Lovegrove and Brooke met at the Buryfield prior to the work to reduce the height of the lime tree on safety grounds. It was concluded that of the branches for removal none seemed large enough to be used as play equipment. A risk assessment was carried out and it was recommended that three of the longest boughs were saved and located in the far corner near Abbey Walk/ Augustine Mews to be left as a wildlife habitat. The insurers Local Community Advisory Service confirmed that this is a low risk item/activity and that the main issues seem to have been noted in the risk assessment. The council resolved by majority to leave the log wildlife habitat in place.

vi) Request for path around Buryfield – request from resident

The request from a resident for a similar track to that at Prestwood Common around Buryfield was discussed. It was agreed that this should be investigated and a decision would need to be made on the type and location of the path. It was noted that there was a reserve allocated for this in the 2021/22 budget. It was agreed to await the outcome of the proposed Misbourne Greenway route before progressing this further.

d) Finance & General Purposes Committee

i) Grant request – The Source – for approval

The council resolved by majority vote to the request for £861 for printing of one issue of The Source. The 2020/21 budget made provision for printing costs for three editions of The Source.

ii) Grant request – The Walled Garden – for approval

The council considered the grant request from the Walled Garden to help with additional costs incurred to equip members with equipment to ensure the day to day operations meet Covid guidelines. This includes a gazebo, polytunnel, extension to the fruit cage, trestle tables and various PPE and sanitising equipment. Cllr Pither proposed a £4,000 grant and this was resolved by majority vote.

iii) Payroll Provider

The council noted the interim report with three quotes for the provision of payroll services, following the advice that Ladywell were ceasing this service. Cllr Johnstone advised that these would be considered at the February meeting alongside quotes for an internal auditor. Cllr Stevenson suggested that the possibility of a volunteer internal auditor could also be investigated.

iv) Parish Warden – for consideration

Cllr Johnstone reminded the council that a budget had been created for a proposed Parish Warden role. The idea was that a parish warden would be involved primarily in devolved services, which further information from Bucks Council is awaited. Cllr Johnstone suggested that a job description should be prepared in readiness and presented a slide. This will be circulated to all councillors who were encouraged to reply to Cllr Johnstone with suggested tasks for this role.

v) Payment of accounts for January 2021

It was **resolved** that accounts numbers **171-195** in the sum of **£32,811.08 (inc VAT)** be agreed for payment and petty cash items of **£30.14** be ratified. The payments this month include the deposit for the preformed Buryfield hedge, the reduction of the Buryfield lime tree and deposit for the curtains for the Memorial Hall.

12. Editorial Working Party

Cllr Hewett reported that it is likely that the next edition will be planned for February 2021 and for article suggestions to be submitted to the editorial working party..

13. Reports from Representatives to outside Groups.

None.

14. Clerks Report

i) The clerk's progress report was noted.

15. Matters for information

None.

16. Future meetings

- a) Planning Committee – **7.30 p.m. Monday 1st February 2021** by video conference
- b) Parish Council Meeting – **7.30 p.m. Monday 8th February 2021** by video conference.

The meeting closed at 8.40pm.