



**Minutes of the Parish Council Meeting
held on Monday 10th October 2022 at 7.00 p.m.
Great Missenden Memorial Centre, Great Missenden**

Public Forum: One member of the public present.

The sad death of Queen Elizabeth II was marked at the start of the meeting. Along with the acknowledgement of the cancellation of the September meeting, as a mark of respect, during the national period of mourning.

Present: Councillor A Hewett - chair
Councillors: C Bunting, L Cook, J Gladwin, S Humphreys, M Johnstone, M Lee, V Marshall, V Martin, C Ormesher, K Pither, R Pusey, T Stevenson.

Also present: Jane Hennessy, Clerk

2022/153 **Apologies**

Cllrs: J Brooke, I Lovegrove, S Rhodes

2022/154 **Declarations of Interest**

Item 194 – KP, CB, RP

2022/155 The minutes of the meeting held on 8th August **2022** were agreed and signed as a correct record.

2022/156 **Matters arising**

- Two taps at Nairdwood Lane allotment site needed replacing and this cost of £48 by Graham Sexton was approved by Cllr Pither.
- The external lights at Prestwood Community Centre have now been replaced with polycarbonate fittings to make them more vandal proof. The floodlight at the Community Centre has also had its timer amended.
- One of the bait boxes on Buryfield has been vandalised twice in September. Tindle pest control have now replaced the bait box and there has been no further problems. Cllr Bunting would like to explore alternative pest control methods.

2022/157 **Proposal to suspend standing order 3x)** - to allow meeting length over 2½ hours. This proposal was not carried.

2022/158 **Climate Change & Environment Working Party**

1. Environmental audit report – the audit report was received by the council and Cllr Bunting asked if there were any questions regarding the audit report. The Community Centre working party have made some recommendations following this report and these will be presented under item 159.
2. Decarbonisation funding for local authorities – the next phase of this funding is open for applications on 12.10.22. Cllr Bunting suggested that costings for the replacement heating for the Community Centre should be approved by the council firstly and then a funding submission considered.
3. Community Allotment – Cllr Bunting presented the information regarding a community allotment and the council discussed that it would be important to consider an appropriate location. The land at London Road was suggested however it was agreed that this would be discussed under item 172 below.

- 2022/159 **Prestwood Community Centre (PCC)**
1. The update from working party meeting was noted. It was agreed that Cllr Pither would provide quotes for a replacement heating and LED lighting, in conjunction with the recommendations in the environmental audit report.
 2. External Repairs – update & costs – the council ratified the resolution to approve the repair costs of £320 and £901.94, which included materials, as further boards were required. There are 5 spare boards in case of future damage which will be stored in the Memorial Centre.
- 2022/160 **Community Board – update** – the council noted that funding for non transport projects can be submitted at any time but that new transport applications are on hold due to the highways contract changing next year.
The successful grant application for funding of £504.70 for a speed survey on Wycombe Road, Prestwood was noted.
- 2022/161 **South Central Probation UPW Consultation Survey** – the clerk was asked to circulate Cllr Stevenson’s part completed response so that this can be updated and then submitted. It was agreed that this project was a good idea, although clarification on supervision would be required.
- 2022/162 **Meeting Dates 2023** – these were approved by unanimous resolution.
- 2022/163 **Bucks Council – EV Charging – update and request for response** – it was resolved to submit Prestwood High Street Car park and a request to upgrade Link Road car park existing charging points, as locations to be considered for new EV charging points.
- 2022/164 **Great Missenden Village Improvements Project – update & request for approval** – Cllr Johnstone updated the council on the progress of this project. Benches and bike racks have been delivered and once installed will be the responsibility of the parish council. Maintenance of proposed planting areas have also been requested as the responsibility of the parish, the cost of this maintenance was requested and will be provided for the November meeting.
- 2022/165 **Boundary Review** – the council noted the extension on the consultation of the new electoral arrangements for Bucks. Details of changes affecting Great Missenden Parish were also noted. The online consultation is extended to 5th December for all responses.
- 2022/166 **Sheepwash Pond – proposal to consider ownership** – Cllr Bunting requested that the ownership of Sheepwash Pond was investigated including the possibility of the parish council registering this area. It was agreed that the clerk will investigate.
- 2022/167 **Prestwood Community Centre – anti social behaviour** - the council discussed the recent reports of anti social behaviour directed at a regular hall user. Cllr Bunting suggested meeting with other local groups to see what ideas could be implemented to engage with young people. Cllr Cook reminded the council that Misbourne Area Youth are carrying out a survey to be completed by young people to see what facilities are needed. The council agreed that MAY should be contacted to see if any support is required by the parish council. Once the results of the survey are published the parish council will discuss further.
- 2022/168 **Great Missenden Market** – the recent monthly market in Great Missenden High Street was discussed and it was agreed that it had been a success, feedback from local traders who had opened had been very positive. It was noted that two residents of the High Street had previously been in contact with concerns regarding access to their houses. The parish council agreed unanimously that they supported the monthly market in the hope that it encourages visitors to the area and existing businesses.

2022/169 **Buryfield Car Park**

1. Accounts for 2021-22 - the council noted the summary of the car parking account for 2021-22, from Bucks Council, which resulted in a surplus of £608.06 payable to the parish council.
2. Car Park Management Lease – update – the clerk updated the council that there was still a delay from Bucks Council's side on finalising the lease. The parish council's solicitor has been following up with Bucks Council regularly but with no response currently. This has been highlighted with Julie Rushton, parking manager, and a response is awaited.

COMMITTEES - Planning

- 2022/170
1. The minutes of the meeting held on **5th September 2022** were ratified and the minutes of the 3rd October were approved.
 2. **Neighbourhood plan** meeting – Cllrs Bunting and Johnstone updated the council on the recent virtual meeting with the Neighbourhood Planning Officer from Bucks Council. There was some useful information regarding funding and policies required. It was agreed that the working party meet to discuss the way forward and to make recommendations to the council.

2022/171 **HS2- Update**

1. **Progress of Tunnel Boring Machines (TBM)** - the two TBM's are about 39% through the 16km Chiltern Tunnel.
2. **North Portal** – Work on the barrettes and headwall continues, with over half of the 96 barrettes, in 24 rows of 4, having been constructed and should be completed by the end of the month.
The contractor responsibility will be transferring from EKFB to ALIGN on 15th December.
The excavations of the South Heath cutting for the portal are completed. The EKFB compound around Park Hill will be moved to Rocky Lane which will hopefully reduce slightly the disturbance to residents near Park Hill, Potter Row and Bayleys Hatch. Embankments for the viaducts have started to be built and there is urgency to complete this work before winter.
3. **Leather Lane – Save Our Oaks** – The parish council have supported the campaign groups response to Maddelyn Sutton, Head of Engagement, HS2 and have written directly to her. No response has been received as yet.
The position of the new overbridge has still not been agreed. Work has progressed on bat surveys with the campaign group offering to share their data with HS2. A further meeting with stakeholders is encouraged.
The decision regarding the lone oak tree is still being challenged by the campaign, the parish council and other local groups. A response from Maddelyn Sutton is awaited as it is maintained that the case for felling the tree has not been made nor communicated. EKFB have been approached for an explanation and a closed meeting may be useful.
4. **Various Updates** – Schedule 17 submissions for Grim's Ditch, Leather Lane and the North Portal are being developed by HS2. The application for Bowood Lane has gone to appeal on the design of the overbridge.
An escorted trial run for transporting abnormal loads was carried out. The findings have yet to be published but it is thought that it was successful.
The mobile visitor centre will be in Buryfield Car Park on 3rd November.

The Wendover conveyor is still being assembled and will start operating this month.

Open Spaces and Lighting

- 2022/172 **Land at London Road** – Cllrs Hewett, Pither & Bunting updated the council on their recent meeting with the headmaster of The Misbourne, to advise that the council were looking into the options for this land and to seek the school's views. Following the meeting, the headmaster had spoken to the trustees and had reported that the school's preference would be to secure the land for use by the Academy through purchase. It was agreed that the working party would prepare a list of options that the parish council might consider with regards this land for further discussion at the next meeting.
- 2022/173 **Land at London Road – request from resident – boundary vegetation** – the council approved the quote for £80 + VAT from Graham Sexton to clear the vegetation at this location, on parish owned land.
- 2022/174 **Land at London Road – wayleave with UKPN** – the council noted the update and the apology by Wellers Hedley for the delay in processing this. The queries raised by Cllr Rhodes have now been resolved satisfactorily and the wayleave can now be completed.
- 2022/175 **Ballinger Waggoners Cricket Club**
1. Proposal to suspend standing order 7.a – approved by resolution
 2. Licence update & revisions for approval – the amendments suggested, following a meeting with the cricket club, were approved by unanimous resolution.
- 2022/176 **Gateway School – request for use of Ballinger Common/change to goals** – the request to use Ballinger Common by Gateway School, term time, on Tuesday, Wednesday & Friday between 2-4pm was ratified by resolution. The additional request to replace the two goals and create two smaller pitches was also approved by resolution. All costs of this change are to be covered by Gateway and they would be happy to leave two or more goals out for other to use. Ballinger Waggoners have confirmed that they would also be happy with this change.
- 2022/177 **Prestwood Recreation Ground – lease update** – the council approved by resolution the draft lease from Bucks Council, along with the solicitors comments.
- 2022/178 **Land at Link Road – update & proposal for funding** – Cllr Hewett reported on recent meetings with Bucks Council and The Chiltern Rangers to discuss plans for this parcel of land. It was agreed by the parish council to submit a plan for Bucks Council, re-confirming the request for a long lease, peppercorn rent and, if approved, to contract Chiltern Rangers to help formalise a plan. Ideas such as periodic grazing, natural play area and camping area would all be considered. The council resolved to create a reserve of £5,000 to contribute to this project. Bucks Council have asked for the details of the plans for this land to be submitted by 14th October.
- 2022/179 **Trees – updates** – it was noted that the annual tree work of all high and moderate risk work in the parish has now been completed. The trees in Potters Row and Greenside that unfortunately required felling have now been done so. The arboriculturist has recommended an 18 month gap between inspections which allows for winter and summer. A quote will be provided early next year for a summer 2023 survey.
- 2022/180 **Buryfield toddler swing seat –quotes for replacement** – the council ratified the resolution made under clerks delegated powers for the quote for £675.00 from HAGS UK for the replacement toddler swing seat. The work will be carried out this week.

- 2022/181 **Buryfield – vertidrainning and sanding** – the council discussed the quotes for vertidrainning and sanding the Buryfield. R&R Estates have quoted £5,700, but this is only for sanding the pitch area. The council asked the clerk to confirm the price from Agripower which has been estimated at £6,000 for sanding the whole field and £715 for vertidrainning.
- 2022/182 **Allotments – request for shed** – the request for a shed at Greenlands Lane, plot 15, within the guidelines was resolved.
- 2022/183 **Best Kept Allotment Competition – presentation event & budget** – it was agreed that the allotment competition presentation would be held at 6.30pm at Prestwood Village Hall on 7th November, prior to the council meeting. A budget of £50 was set for refreshments.
- 2022/184 **Buryfield hedge – annual pruning** – the quote for £700 + VAT for the annual pruning of the Buryfield Hedge was ratified, after clerks delegated powers were used to agree this work. The work has now been carried out by Hortlands Ltd.
- 2022/185 **Playground Repairs – quote attached** – the council discussed the quote from Playground Facilities for the repairs noted on the annual playground inspection. As there was only one quote for consideration the clerk was asked to obtain further quotes for the moderate work.
- 2022/186 **Request to use Prestwood Common – Colts Presentation Weekend** – the request for use of the Common from 9th – 11th June 2023 was approved by resolution.
- 2022/187 **Request to use Buryfield – Chris Smith – Bootcamp** – this was approved by resolution. The bootcamp class will run on a Wednesday evening 6-7pm and mainly use the hardstanding car park area.
- 2022/188 **Request to use Buryfield/Prestwood Common – Circus** – the request from James Richards Circus was discussed and it was resolved to accept the request but that Buryfield would be a more appropriate location.
- 2022/189 **Streetlights & back shield** – the quote from Lamps and Tubes for £958.80 + VAT, to upgrade 3 streetlights to LED's on Pines Close and for £164.10 + VAT to install a back shield on column 28, Walnut Close, were all resolved.
- Finance and General Purposes**
- 2022/190 **Conclusion of external audit** - Cllr Johnstone reported that the external auditors had completed their audit and had not found any matters that gave cause for concern. The posting of the conclusion of the annual audit was noted.
- 2022/191 **External Auditors – 2022/3 – 2026/7 – for approval** – the council resolved to accept the SAA central external auditor appointment arrangements for the next five years, this is as recommended by BALC.
- 2022/192 **Council insurance – annual premium** – the annual insurance premium of £4,407.53 was noted. It has already been approved as part of a 3 year long term agreement due to terminate 2024.
- 2022/193 **Reinstatement of Council Buildings Costs** – the quote from Josling & Hamlyn for £650.00 + VAT for a re-instatement costs report of council buildings was resolved. It is best practice for this to be carried out approximately every 5 years.
- 2022/194 **Training** – costs for approval – the attendees to the Climate Change Conference, the BALC section 106 & CIL and NALC communications strategy training sessions were noted, bringing the total training expenditure so far as £281.71. There will also be the CiLCA registration cost for the deputy clerk of £410, leaving £109 remaining on this budget line.

- 2022/195 **Register of Interests** – all were reminded to check and update their register of interests.
- 2022/196 **Annual Playground Inspection – quote for 2023** – the quote for £444.50 + VAT for 2023 annual playground inspection was resolved.
- 2022/197 **The Cage – wall – quote for consideration** – following a report that one of the adjoining walls to The Cage needed some repair, an estimate for approximated £1,200 + VAT was received to rebuild this wall to half the height. This was approved by resolution and the clerk was asked to obtain a formal quote.
- 2022/198 **Budget Ideas** – Cllr Johnstone asked everyone to submit budget ideas for 2023-24.
- 2022/199 **Request for grant – The Source** - a grant application for £832 was resolved. This is provided for within the budget.
- 2022/200 Payment of accounts for **September** were ratified – accounts number **115-132** in the sum of **£19,444.13** including VAT and petty cash of **£77.94**. It was resolved that accounts numbered **133-157** in the sum of **£31,745.39** including VAT for **October** be agreed for payment and petty cash items for October of **£37.90** be ratified.
- Editorial Working Party**
- 2022/201 'The Source' – Cllr Hewett requested article suggestions for the next edition.
- 2022/202 **Reports from Representatives to outside Groups**
It was noted that the GMPRG AGM 29th October was postponed.
- 2022/203 **Clerk's Report** – noted and suggested there were items for review on the report.
- 2022/204 **Matters for information**
Cllr Humphrey's advised that he had updated quotes for Prestwood Community Centre replacement door. It was agreed that these be circulated by email for discussion.

Meeting closed at 9.15pm.

Future Meetings

- a) **Planning Committee – 7.30 p.m. Tuesday 1st November 2022 – Great Missenden Memorial Centre**
- b) **Parish Council – 7.30pm Monday 7th November 2022 –Prestwood Village Hall**