



**Minutes of the Parish Council Meeting**  
**held on Monday 13<sup>th</sup> February 2023 @ 7.30pm**  
**Prestwood Village Hall, 1 Wycombe Rd, Prestwood HP16 0NZ**

**Public Forum:**

- 3 representatives from the Save Leather Lane campaign who presented an update on the campaign.
- 13 residents of Greenlands Lane regarding a recent planning application submitted.
- 1 member of public

**Present:** Councillor A Hewett - chair

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

**Also present:** Jane Hennessy, Clerk

2023/32 **Apologies** – Cllr T Stevenson

2023/33 **Declarations of Interest**

Cllr R Pusey – 2023/67 – non-pecuniary interest

2023/34 The minutes of the meeting held on **9<sup>th</sup> January 2023** were agreed and signed as a correct record.

2023/35 **Matters arising**

- Further faulty streetlights have been reported and will be upgraded to LED; Winslow Fields £335.58 & Walnut Close £137.50 (approval under clerks delegated powers for streetlights)
- It was reported that Hughenden PC have displayed one of their moveable speed signs, modified with security measures, and the batteries were stolen within 3 days. It was agreed that the 4 signs owned by the parish council should not yet be displayed in the parish.
- The parish council's solicitor has not yet heard from Bucks Council (BC) regarding the lease for Prestwood Recreation Ground. This has been chased up with David Stowe, BC.
- Prestwood Village Association (PVA) – Catherine Bunting volunteered to join the next online meeting on 28<sup>th</sup> February 2023 and the date of the PVA AGM was confirmed as 17<sup>th</sup> April 2023 at Prestwood Village Hall.
- Ballinger Waggoners advised that the defibrillator on Ballinger Common has gone missing. They are looking into this.
- A problem has been reported with the zip wire at Buryfield adventure play area and the ropes at Gryms Dyke. Playground Facilities have been contacted to advise on repairs.

2023/36 **Parking – Buryfield car park lease** – due to a delay in Bucks Council and Great Missenden School completing the turning circle easement documentation, this still holds up the completion of the Buryfield car park management lease. A notice has been served for the long stop date on the easements to be extended to 3<sup>rd</sup> August 2023. The parish council solicitors advise that whilst this is frustrating there is very little choice but to agree to this. This was resolved.

2023/37 **Parish Cup – nominations** – the councillors resolved by majority vote to award the parish cup to two representatives of Prestwood Colts for all their hard work and

commitment running the club for the local community. It was agreed to present the cup prior to the March council meeting and a £50 budget for drinks and snacks for the presentation was resolved. The other nominees would also be invited.

2023/38 **Great Missenden Village Improvements Project** – Cllr Hewett advised that the project was nearly completed with further gravel ordered to complete the path outside Abbeyfield and further planting required. Continued thanks to Mop Denson was asked to be recorded for all her hard work on the project.

2023/39 **Speed Survey – Wycombe Road, Prestwood** – the results of the recent speed survey were discussed. The summary showed that 85% of vehicles travelled at 40mph or below during the monitoring period. Cllr Bunting advised that she has been in touch with the Local Area Technician to assist with clearing the footpath along Wycombe Road, but has yet to receive a response. It was agreed to take pictures and measurements of the amount of footpath covered in vegetation along this stretch and to contact Bucks Council again for assistance. Cllrs Hewett & Pither offered to take the photos. It was also noted that the online portal, Fix My Street, should be used to report all problems.

2023/40 **Coronation – Volunteer Day** – The ‘Big Help Out’ day on 8<sup>th</sup> May was discussed. It has been suggested that a parish wide volunteer litter pick could be arranged in combination with Great Missenden Village Association (GMVA) and other local groups throughout the parish. It was agreed that Cllrs Hewett & Pither would meet with the GMVA & other local groups to discuss further.

2023/41 **Climate & Environment Working Party** – Cllr Bunting reported that the recent environmental audit had been referred to in respect of item 2023/42.1 to ensure that the recommendations of the report were included in the specification of the replacement heating.

2023/42 **Prestwood Community Centre** – the notes from working party meeting of 7<sup>th</sup> February were noted. It was resolved to approve £200 for opaque window film to cover the lower half the windows in the hall.

1. Quote for replacement heaters – a quote for £3,857 + VAT from Lamps & Tubes was discussed for replacement control equipment, heaters and guards, in line with the environmental audit recommendations. The need for remote control of the heating system was agreed and therefore a maximum of £4,200 + VAT was resolved to include additional remote access. It was agreed by the council to accept one quote as the need is urgent to replace the heating due to cost of electricity and environmental impact.

2. Quote for outside sockets & LED lighting – the quote of £808.60 + VAT was approved for two external twin RCD protected 13A socket outlets with lockable metal enclosure. It was asked that there should be a switch inside to turn off the power to these sockets, on health and safety grounds in case of vandalism. The quote for £1,720.80 + VAT for replacement LED lighting was discussed and alternative competitive quotes requested. Cllr Pither will obtain additional quotes.

3. Quote for online booking calendar – the quote to allow online booking calendar for Prestwood Community Centre, using Hallmaster, was resolved. This will be added to the Great Missenden Memorial Centre existing Hallmaster account, which will reduce the annual charge for each hall to £225.60/hall. There is also a one off set up charge of £165. Great Missenden Memorial Centre will recharge the parish council for the costs.

4. External Damage – further vandalism – the quote for £260.00 to repair the further external vandalism was resolved. The spare boarding will be used. There may be

additional costs if any reinforcement can be added. It was agreed that the Community Centre working party will look at alternative exterior cladding solutions which will be more resistant to vandalism and will make a recommendation to the council.

2023/43 **Civility & Respect pledge** – the clerk advised that in order to sign up to the Civility & Respect pledge a Dignity at Work policy needed to be in place. The council resolved to adopt the draft policy which will be reviewed as needed. There is also a requirement for an equality and diversity policy which will be drafted.

2023/44 **Gay Pride month** – it was resolved by majority vote to display rainbow flags for pride month in June. A location in Prestwood has been identified and as Great Missenden Chamber of Trade are responsible for the flags and poles in Great Missenden Cllr Bunting will contact the Chamber of Trade to agree location and number of flags. Cllr Bunting to provide quote for flags for consideration at future meeting.

2023/45 **Martinsend Lane/Prestwood High Street – road surface** – it was agreed for Cllr Rhodes to draft a letter to Bucks Council in respect of the very poor state of these roads. The letter will be circulated to all for approval.

#### **COMMITTEES – Planning**

2023/46 Minutes of the meeting held on **13<sup>th</sup> February 2023** – were approved with minor amendments and will be signed at the next planning meeting. Due to the submission deadlines, under the Planning Committee delegated powers, there was majority agreement to call-in planning application PL/23/0377/OA, Greenlands Lane. The response to the previous application will be circulated to all for a response to the current application to be drafted.

2023/47 **Local Plan Bucks Council Evidence Base – Settlement Review** – the draft response was approved and it was also agreed to send a copy of the letter dated 8<sup>th</sup> February 2022 sent to Gareth Williams as a response to a previous request for Local Plan information.

#### 2023/48 **HS2- Update**

**1. Chiltern Tunnel** – Florence, tunnel boring machine (TBM), is now at the Amersham vent shaft and Cecilia is about 250m behind. They are still planned to reach the north portal at South Heath by early 2024.

**2. North Portal** – the barrettes have been completed and the equipment dismantled. Work is now focused on preparing for the arrival of the TBM's. A trench alongside the access road is being dug to connect utilities from Frith Hill.

**3. Frith Hill** – Transport for Bucks have sided out the footpath on the South Heath leg of Frith Hill. This was following pressure from residents on safety grounds, particularly those with children who walk to school along the footpath. HS2 contractors are being encouraged to make good parts of the exposed footway with any spare asphalt. The permanent road off Frith Hill for access and portal maintenance will be built this spring. Traffic management will be in place for up to 4 weeks whilst the tie-in to the new road is constructed. Further plans to close this road for 6 weeks whilst UKPN install mains electricity to the North Portal are in place. It has been requested for the above road closures to be coordinated to minimise disruption.

**4. Leather Lane** – realignment of the lone oak – no change to that reported last month, except that it is now confirmed that EKFB have not shared their bat survey report with Bucks Council. The Save Leather Lane group have applied to two Community Boards for funding for a report by an ecologist on the findings from the bat report last year. The parish council have supported this grant request.

**5. Small Dean Viaduct** – extensive work is planned for the Wendover and Small Dean viaducts for this year. Utility companies will be diverting supply to enable the

diversion of the A413 for the piers of the viaduct to be completed. A significant number of roadworks are being planned in this location.

**Open Spaces and Lighting**

- 2023/49 **Land adjacent at Link Road** – the update from John Nash, Senior Estates Surveyor at Bucks advising that the area had been identified as a potential site for a biodiversity net gain project to be managed by Bucks Council was noted. There was a further update that Bucks Council will be in touch with the parish council to arrange a meeting to discuss this further.
- 2023/50 **Annual Tree Survey** – the quote of £1,250 + VAT from MacIntyre Trees for the eighteen month survey of the trees in the parish was resolved.
- 2023/51 **Westrick Walk Trees** – the council approved by resolution the quote for £3,840.00 + VAT by J&D Clark to reduce the size of 4 large trees in Westrick Walk (oak & beech trees). It had been recommended that this work is carried out in the summer months, the open crown structure of these trees means bird nesting is unlikely and easily spotted.
- 2023/52 **Ballinger Common** – the council noted the update that Ballinger Waggoners Cricket Club use the chained entrance opposite the car park entrance. However, filling in the chained area at the far end of the car park would not cause the cricket club any problems generally. The clerk was asked to obtain quotes for barriers (Cllr Rhodes will provide the specifications) and also a quote to cut back the hedge so that the metal gate onto Blackthorne Lane could be used.
- 2023/53 **Hedge cutting** – the recommendation to move to one hedge cut per year was approved for this year and will then be reviewed. This is because the last cut in the year is now later to avoid birds nesting season there is not significant growth in February for the first cut of the year. There may be exceptions such as Chequers Lane footpath and Ballinger Common – where two cuts a year may be recommended on safety grounds. Graham Sexton will advise.
- 2023/54 **Biodiversity Policy** – this was reviewed and adopted. Next review due 2025.
- 2023/55 **James Richard Circus** – confirmation of the circus dates on Buryfield of Sunday 10<sup>th</sup> September – Sunday 17<sup>th</sup> September were noted. Greens Funfair and GMFC have been advised of the dates.
- 2023/56 **Land at London Road** – Cllr Bunting suggested a meeting of the working party to collate ideas for the land at London Road. An article for The Source would then be compiled for approval.
- 2023/57 **Allotment** – the shed requests for Chequers Lane plot 13A and Plot 14 were approved by resolution, providing the guidelines are adhered to.
- 2023/58 **Ballinger Allotments** – it was agreed to remove the padlock to the gate at Ballinger Common, thus allowing parking on the hardstanding for those that require it. However, this will be reviewed if it is noted that vehicles are driving on the central grass path before the vehicle ban is lifted.
- 2023/59 **Request to use Buryfield** – The request to use Buryfield from Monday 24<sup>th</sup> April – Tuesday 9<sup>th</sup> May by Greens Funfair was approved by resolution. Approval was also given for Greens Funfair to arrange a village day fete on the Buryfield on either of the bank holidays - 1<sup>st</sup> May or 8<sup>th</sup> May.
- 2023/60 **Prestwood Scouts** – the request to use 2 car parking spaces at Prestwood Community Centre was approved on 4<sup>th</sup> & 5<sup>th</sup> March. This is for radio aerials as part of the annual endurance walks.

### Finance and General Purposes

- 2023/61 **Annual review of effectiveness of Internal Control** – this was reviewed and adopted by resolution.
- 2023/62 **Disciplinary & Grievance Policy** – this was reviewed and adopted by resolution.
- 2023/63 **Request for grant – First Responders** – the grant for £200 for service and maintenance costs for the responder vehicle was approved by resolution.
- 2023/64 **Request for grant – The Source** – the request for a grant of £832 for printing costs was not successful. This is as the budget for The Source has been exceeded this year and The Source will be encouraged to apply again in April at the start of the new financial year.
- 2023/65 **TalkTalk Contracts** – the revised contracts were approved by resolution:-  
Parish Office - £51.90/month for 24 months (cheaper by £15 than currently)  
Prestwood Community Centre - £16.95/month for 12 months (£5.55 cheaper)  
These contracts may still be applicable for annual increases.
- 2023/66 **Reinstatement Cost Assessment** – the report showing an overall increase in reinstatement costs of £578,546 from 2016 for all properties was noted and the insurers will be notified.
- 2023/67 **The Cage wall** – the quote of £1,600 + VAT from Simpatico Services Ltd, was approved by resolution. This is to rebuild, using original bricks, to a reduced height, the wall adjacent to the Cage.
- 2023/68 **Parish Warden** – Cllr Johnstone presented a summary of the comments received to date of the suggested tasks for a parish warden. A meeting of the working party (Cllrs Hewett, Pither, Bunting, Humphreys and Stevenson) will be arranged to discuss further.
- 2023/69 **Legal Notices** – LTN39, L01-23 & VAT on sporting fees were all noted.
- 2023/70 **Payment of accounts for February 2023** numbered 232 – 256 in the sum of **£22,542.39** inc. VAT were agreed for payment and petty cash items for February of **£66.08** be ratified.
- ### Editorial Working Party
- 2023/71 **'The Source'** – Cllr Hewett reported that there were plans to submit articles for the next edition including; Prestwood Recreation Ground, Netball/Basketball markings on tennis court, tree survey, climate emergency and the recent speed survey in Prestwood.
- 2023/72 **Reports from Representatives to outside Groups**  
1. Great Missenden & Prestwood Revite Group - Cllr Johnstone reported on a recent meeting including updates on projects to install benches and bike stands in Prestwood and the future of the group.
- 2023/73 **Clerk's Report – noted.**
- 2023/74 **Matters for information**

Meeting closed at 9.50pm.

### **Future Meetings**

- a) **Planning Committee – 7.30 p.m. Monday 6<sup>th</sup> March 2023 – Great Missenden Memorial Centre**
- b) **Parish Council – 7.30pm Monday 13<sup>th</sup> March 2023 – Great Missenden Memorial Centre**