



Minutes of the Parish Council Meeting
held on Tuesday 11th April 2023 @ 7.30pm
Great Missenden Memorial Centre, Link Road, Great Missenden
Bucks HP16 9AE

Public Forum: None.

Present: Councillor A Hewett - chair

Councillors: C Bunting, L Cook, J Gladwin, S Humphreys, M Johnstone, I Lovegrove (8pm onwards)
V Marshall, V Martin, K Pither, S Rhodes, R Pusey, T Stevenson

Also present: Jane Hennessy, Clerk

2023/101 **Apologies** – M Lee, C Ormesher

2023/101 **Declarations of Interest**

Cllr Pither – item 2023/128 (non pecuniary)

Cllr Stevenson – item 2023/108 (non pecuniary)

2023/102 **Minutes of the meeting held on 13th March 2023** – were agreed and signed as a correct record.

2023/103 **Matters arising**

- The work on the wall adjoining the Cage, Great Missenden, is nearly complete. Unfortunately the bricks were unable to be re-used, however a near match was found in new bricks. The gatepost will be reattached once the wall is dry.
- The council noted the request from a resident for parish council intervention regarding the change in payment dates for the monthly council tax demand. However, the response from Bucks Council to the resident was felt to be comprehensive and offered a fair and reasonable explanation and alternative payment options.
- The notification of nomination for Malt the Brewery Tap Room, Prestwood, as an Asset of Community Value, received on 11th April, with a response date of 28th April.
- The zip wire seat at Buryfield adventure playground was replaced due to damage. The cost of £418.20 + VAT was approved by Cllr Pither as chair of Open Spaces.

2023/104 **Councillor Vacancy** - the legal process is now completed for the vacancy for the Ballinger & South Heath ward. No election has been called and a co-option can now take place. All suggestions for new councillors welcomed. Adverts will be placed in South Heath & Ballinger, on the website and with the GMVA & PVA. One candidate has expressed an interest and it is hoped that there will be others. The co-option is planned for the May meeting.

2023/105 **Parking**

1. Buryfield car park lease – the comments regarding the accessway on the turning circle have been passed back to the school, via the solicitors. A response is awaited. An updated plan for the car park management lease has also been sent to Bucks Council's solicitor. Cllr Hewett proposed Cllr Rhodes to lead a working party to investigate all the management options for the car park. This was agreed.

2. Buryfield car park fence – the quote for £2,150 + VAT was approved by the council, following the recommendation by the Open Spaces Committee.

2023/106 **Great Missenden Village Improvements Project** – the council noted the update from the Community Board that the remaining funds from this grant could be retained and the request that a green/environmental element should be considered in line with the

original applications objectives. It was also noted that as the bus shelter was in a conservation area that any restrictions should be checked with Bucks Council.

- 2023/107 **Email received – Clare Road tree** – as the tree in question is not on parish council owned land, but it on land between the school and a residential property, it was resolved by the council to write to Prestwood School, acknowledging that they were unfortunately unable to assist in this matter.
- 2023/108 **Email received – Speeding** – the response to a request for a 20 mile an hour speed limit on Sixty Acres Road, Prestwood was noted. A survey last year by the parish council did not elicit many responses so the parish council were unable to use the responses to make a decision. It was agreed to put the resident in touch with Bucks Council to see if they were able to further this request.
- 2023/109 **GMPRG – Bike racks – update** – the update from GMPRG that the project was awaiting a ground radar survey of the site in Prestwood before it could progress was noted. ALIGN has agreed to cover the cost of the survey.
- 2023/110 **Dog Fouling – email received** – the council discussed the request for a dog waste bin on London Road, Great Missenden, near the Misbourne Playing fields entrance and felt unable to accommodate this request, particularly as a new bin has been installed further up London Road, near the Fire Station. It was agreed to put the resident in contact with Bucks Council to request signage along the road.
- 2023/111 **GMMC – quote for replacing two drain covers in the car park** – a maximum of £1,208.33 + VAT was approved for this work and the clerk was asked to obtain further quotes to ensure best value.
- 2023/112 **Prestwood Community Centre – car park surface – quote** – a maximum of £720 + VAT was approved by resolution to break up compacted gravel and level and grade whole car park. The council requested that further quote was obtained to ensure best value.
- 2023/113 **Pride Flags – quote** – the quote for 24 flags @ £7 each (£168) was approved by majority. This is for traders in Great Missenden who have all been approached and agreed to display a flag for the month of June. Cllrs Pither and Bunting will arrange to use the flag poles owned by the GM Chamber of Trade.
- 2023/114 **Email received – Great Missenden Fire Station** – a journalist has approached the council for comment regarding GM Fire Station not responding to a call out in 5 years. The Fire Brigade has provided information to the council that this is due to staff recruitment and retention with only one member of staff currently at Great Missenden. However, reassuring statistics were provided on attendance times to incidents in the area from nearby stations. It was agreed, with permission, to pass this response onto the journalist with the comment that the parish council are very much in support of the fire brigade and the local station.

COMMITTEES - Planning

- 2023/115 **Minutes** of the meeting held on **3rd April 2023** were approved with a minor amendment and will be signed at the next planning meeting.
- 2023/116 **Consultation on Infrastructure Levy** – Cllr Bunting agreed to draft a response to the Community Infrastructure which would then be discussed at the May planning meeting and a recommendation made to the May parish council meeting for approval.
- 2023/117 **Orchard End, Greenlands Lane PL/22/2667/FA – oak tree** – the council discussed the recommendation from the Planning Committee to contact Bucks Council due to the recent loss of a large oak tree and leylandii planting on the border of this property. It is not clear if the tree and hedge are on Bucks Council land or private land. If it is Bucks Council land then the parish council are concerned about the loss of a public asset and

would request that Bucks Council contact the landowner to discuss reparations. Cllr Bunting will draft a letter and circulate by email.

2023/118 **HS2- Update**

1. Government & DfT – Financial Review – a final decision on the projects looking at savings is expected in the summer.

2. North Portal Structures – following the Key Design Elements Exhibition – the working party made recommendations on noise mitigation – replace high noise barrier with a sustainable earth bund, upgrading of the re-aligned GMI/13 footpath to a greenway, porous portal tube structures to be toned down and the apron to the ancillary building could be toned down or shaded. There is also a need to confirm that Jenkins wood is not impacted. All these recommendations were agreed by the council.

3. Construction issues – the Frith Hill (South Heath leg) footway needs maintaining after all the recent wet weather. There has been a problem in Ruislip with puddles of water, cement and sand appearing on the surface (Ruislip rugby pitch) caused by the drilling of the tunnel boring machines. Assurances are being sought that the same problem will not occur in this area.

3. Leather Lane Community (LLC) Group – update - bat data has still yet to be shared between the three parties and the Schedule 17 submission has now been delayed further until summer this year. The group is now named Leather Lane Conservation Group to cover the work at Leather Lane and other parts of the AONB.

4. Small Dean Viaduct – construction continues in this area and the associated roadworks are having a severe impact on the traffic.

5. It was requested that the parish council enquire of Bucks Council regarding the reported lack of the required Environment Agency licences to remove water contaminated with Chromium VI. Peter Martin has followed this up and the clerk was asked to chase this up for a response.

Open Spaces and Lighting

2023/119 **Open Spaces Minutes – 27th March 2023** – these were approved and will be signed at the next Open Spaces Meeting. Due to the wet weather a decision regarding vehicles on the allotments will be postponed for another fortnight.

2023/120 **Open Spaces Committee – Terms of Reference** – these were adopted by resolution.

2023/121 **Ballinger Common – bollards/gate** – the quote from Sextons for the following were agreed by resolution:-

- Ballinger Common – to cut back the hedge to allow gate to open - £370.00 + VAT
- Ballinger Common – to paint wooden bollards around car park £342.00 + VAT.

2023/122 **Sexton contract – annual increase** – the contractual annual RPI increase of 8% was noted and resolved.

2023/123 **Ballinger Common licence with Ballinger Waggoners** – the completion of this licence was noted and thanks asked to be recorded to Cllr Rhodes.

2023/124 **Grass cutting – Ballinger Common/Prestwood Recreation Ground** – due to the licence and lease arrangements at these two open spaces the following change in grass cutting costs was resolved:-

- Ballinger Common – reduction from £146.39 per cut for play area & football pitch to £60.00 per cut for play area only. Ballinger Waggoners are now responsible for maintaining the football pitch area.
- Prestwood Recreation Ground - £170.00 per cut (to come into force once the lease arrangements are completed).

It was proposed and resolved to approach Bucks Council for permission to start grass cutting Prestwood Recreation Ground immediately, whilst awaiting for the lease arrangements to be completed. This is in order to keep the Rec in its best condition for all to enjoy.

It was also noted and resolved that once the lease arrangements are completed the Parish Council will be responsible for an additional £302.40/year for hedge cutting on the Recreation Ground side.

2023/125 **Allotments**

1. Potter Row – quote for tree/hedge work – a maximum cost of £1,800 + VAT was resolved for the work to the hedges and signs at Potter Row allotments. The clerk was asked to obtain a comparison quote to ensure best value.

2. Request for shed – Nairdwood Lane 22b – approved by resolution – ensuring regulations followed.

2023/126 **Cemetery – Invoicing** – the council discussed the offer from Bucks Council’s Cemetery Manager to handle the invoicing for Great Missenden Lawn Cemetery. This is primarily so that an online payment method can be offered as currently all payments are by cheque to Bucks Council, but sent via the parish council. It was agreed that this would offer a more efficient service. The clerk will speak to the Cemetery Manager to see if there is any implication to the management fee currently charged by the parish council.

Finance and General Purposes

2023/127 **Parish Warden** – the updated advert has been circulated to all councillors for comment. A comment was received at the meeting and possible amendments will be made prior to advertising.

2023/128 **Request for funding from Prestwood Village Hall** – the request for a grant for £10,000 for refurbishment works to the toilets was approved by resolution, subject to the remaining funding for the £34,000 project is confirmed.

2023/129 **Quote for laptop for parish office** – the quote from Ikon for £494.96 + VAT for a replacement laptop for the parish office was resolved by majority vote. This also includes a cost for building the laptop. A cost of £123.60 + for an additional Office 365 licence was also resolved.

2023/130 **Photocopier charges increase** – the increase in copier prices per page was noted.

2023/131 Payment of accounts for **March – Final** numbers **278-284** for a sum of **£8,647.99 inc. VAT** and for **April 2023** numbered **1-15** in the sum of **£13,341.04 inc VAT** were all agreed for payment and petty cash items for April of **£61.10** be ratified.

Editorial Working Party

2023/132 **‘The Source’** – Cllr Hewett advised of a working party meeting on 18th April for articles for the next edition. All ideas for articles were welcomed.

2023/133 **Communications / Facebook** – the need to increase engagement with the local community was discussed. The use of Facebook was proposed. A working party will be formed consisting of Cllrs Bunting, Lovegrove, Pither, Hewett and the clerk to research and make recommendations on a communications strategy including social media.

2023/134 **Reports from Representatives to outside Groups**

1. Prestwood Village Association – meeting – Cllr Pither updated the council on the recent Prestwood Village Association meeting which was gaging opinion on the way forward for the organisation.

2023/135 **Clerk's Report** – noted.

2023/136 **Matters for information**

Cllr Lovegrove reported on contact from a Prestwood resident with concerns regarding crime, Paradigm Housing and fly tipping. Suggestions including contacting the PCSO and Bucks Councillors for help will be forwarded to the resident by Cllr Lovegrove.

Meeting closed at 9.40pm.

Future Meetings

a) **Planning Committee – 7.30 p.m. Tuesday 2nd May 2023 – Great Missenden Memorial Centre**

b) **Annual Parish Meeting – 7.30pm Tuesday 9th May 2023 – Great Missenden Memorial Centre**

c) **Annual Parish Council Meeting – 7.45pm Tuesday 9th May 2023 – Great Missenden Memorial Centre**