

GREAT MISSENDEN PARISH COUNCIL

Minutes of a meeting of the Parish Council
held on Monday 18th December 2017
at the Parish Office, Link Road, Great Missenden
at 6.30 p.m.

Public Forum: None

Present: Councillor – K Pither – Vice-chair
Councillors: K Allan, C Baxter, L Cook, S Humphreys, P Jager, M Johnstone, M Lee, C Plested, T Stevenson

1. Apologies: Councillors: A Hewett, B Hougham, I Lovegrove, V Marshall, V Martin

2. Declarations of Interest:

None.

3. Minutes The minutes of the meeting held on 13th November were **agreed** and signed as a correct record.

4. Matters arising:

- This meeting is the rescheduled parish council meeting from the 11th December. It was rescheduled due to adverse weather conditions.
- Cllr Pither welcomed Cllr Jager as the new councillor for Ballinger and South Heath. Cllr Jager was advised to contact the clerk in respect of committee membership.
- Cllr Lovegrove and the deputy clerk are still due to meet in respect of Moat Lane LAF application (November 6.d)i))

5. Councillor vacancy

The legal notification process is underway for the Great Missenden vacancy.

6. Reports from Committees

a) Planning Committee

i) The minutes of the meeting held on 6th November 2017 were **agreed** and **confirmed** by email on Tuesday 12th December following the postponement of the full council meeting on 11th December due to adverse weather conditions. All comments have been sent to CDC.

b) HS2

i) HS2 – Report and update on recent meetings

Cllr Johnstone presented a comprehensive HS2 report and update including a meeting that had taken place on 18th December in the Parish office with HS2 Ltd, Fusion JV and Peter Brett Associates. This meeting had provided updates on the latest plans for the haul road and the Link Road. All plans were currently awaiting feedback from BCC prior to a wider discussion.

Consultants Aecom have been appointed by BCC to design the GM school's proposed drop-off area and its relationship to the facilities on the Buryfield. A workshop involving all parties is to be arranged with a view to linking this work with that scheduled for the Link Road.

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ii) HS2 – Joint PC WP liaison group

The next meeting is arranged for Tuesday 16th January 2018.

iii) HS2 – North portal of the Chiltern Tunnel – draft for approval

The council unanimously agreed the draft letter and approved that it should be sent to a wider distribution as suggested by Cllr Johnstone.

c) Open Spaces and Lighting Committee

i) Misbourne School - licence

The council agreed to appoint HB Public Law to arrange the new licence with the Misbourne School and also agreed to sign the new licence after establishing the following:-

- No rent is mentioned. Can this be checked with the solicitor to ensure that this is not a legal requirement.
- Item 3. (e) to amend the wording to remove the 'at the' on the second line which refers to displaying notices and was previously incorrectly typed.

ii) Great Missenden School access – draft letter

This letter was approved by majority vote, with the amendment that it was to be addressed to the head mistress with the executive director to be copied in.

iii) Great Missenden village - parking

Cllr Allan raised the question of parking in the parish. Problem areas include Rignall Road, Upper Hollis, London Road and the High Street. The council have been contacted recently by two residents in connection with parking on Rignall Road and Upper Hollis. Cllr Pither asked Cllr Allan to forward all the concerns to her so that she may address them at the next LAF meeting.

iv) Police manning levels – email from Prestwood Village Association

Noted.

v) Road naming – new development – Spurlands End Road

After discussion the council approved the name of Hughenden Place for the new development on Spurlands End Road.

vi) MVAS rota for approval

The council approved the MVAS rota for 2018.

vii) MVAS statistics

The statistics were discussed and it was suggested that with the possible purchase of a new MVAS unit next year the statistics could be used to target locations.

viii) Love Food – licence application – parking

The clerk was asked to pass on the following comment: the council are happy that there is adequate parking inside the event but have concerns about customers parking outside the event. The council would like to request that the Love Food Show ensures that customers do use the onsite parking and not park on the verges surrounding the event. One suggestion would be the use of signage and marshal's to oversee this, as in previous years inconsiderate parking on the verges has caused traffic and safety problems.

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ix) Request to use Buryfield – Bootcamp

The council approved the request for the next two blocks of bootcamp until 1st April 2018.

d) Finance and General Purposes

i) Minutes of the meeting held on 14th November 2017, budget 2018-2019

The minutes of the meeting held on 14th November were agreed.

Cllr M Johnstone reported that the precept request had been worked out at £198,660 which is a 2.98% increase from last year. The increase due in part to increased staff costs to enable the office to be open for longer hours and in part to allotment running costs. Reserves have also been allocated for LAF matched funds projects, office upgrade and the Prestwood Community Centre refurbishment reserve was to be increased. There was also discussion around grit bins and allocating a reserve once costs have been finalised. Grit bin allocation was requested as an agenda item for January.

The council unanimously approved the budget for 2018-2019.

ii) Council tax base and precept 2018/19

Noted.

iii) LAF – Ballinger Road, Traffic Calming Study – approval for suggestions

The following options were agreed:

- 4.2.1 Community Speedwatch
- 4.3.3 Refresh of the roundels
- 4.4.1 Hard standing areas around bus stops – Cllr Johnstone and Humphreys to investigate further.

Options 4.5.1 – gateway features, and 4.6.1 – writing to residents to ask them to maintain their roadside hedges, were both rejected by the council.

iv) Data Protection update

Cllr Stevenson was thanked by the council for his thorough ongoing investigations on this topic. The suggestion of creating a working party was agreed on and it was resolved to add the creation of the working party to the January agenda. Cllr Stevenson recommended that the working party, once selected, communicated by email. Cllr Lee proposed commissioning a systems security review by an external source. This was agreed by the council and the clerk was instructed to provide quotes.

v) Legal briefing – L08/17, L09-17 both covering aspects of the Data Protection update

Noted.

vi) Quote – tree work

The quote from P Kernan was approved.

vii) Parish Councillor Surgery rota – for approval

The dates were approved by the council and it was agreed to hold four sessions in Prestwood, two in the village hall and two in the community centre. The clerk was requested to hold a record of numbers of attending parishioners so that the benefit of the surgeries could be reviewed.

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viii) Nominations for parish cup

The council were asked to send nominations for 'The Parish Cup' to the clerk. A shortlist would then be drawn up for the January parish council meeting to be voted on.

ix) Council meetings 2018 – location of meetings

It was agreed that the council would like to hold more meetings at the Prestwood Community Centre but acknowledged that the Youth Café usually booked the hall for Monday evenings. The clerk was asked to approach the Youth Café to see what the impact of holding five meetings in the PCC next year would be.

x) Proposal to cancel August parish council meetings

The council had some discussion around the impact of cancelling the August parish council meeting, whilst retaining the August planning meeting. It was requested that this item was deferred to January 2018.

xi) Payment of accounts for December

It was **resolved** that accounts numbers **167-189** in the sum of **£22,295.08** for December be agreed for payment and petty case items for **£50.05** was ratified by email following the postponement of the meeting on the 11th December

e) Editorial Working Party

i) 'The Source'

Cllr Allan agreed to organise the next meeting prior to the end of January 2018 deadline for articles.

7. Reports from Representatives to outside Groups

i) Age Concern – Great Missenden

The report from Cllr Marshall was noted.

8. Clerk's Report

i) Missenden School planned extension

The clerk had been notified of a new start date for these works of 9th February 2018. A new traffic management plan had been provided for signing. There is a pre-start meeting at the school on 23rd January at 9.30am.

9. Matters for information.

i) **Great Missenden Parish Revitalisation Group – AGM** – the date is now 22nd January 2018 at 7.30pm in the memorial Centre.

Cllr Pither thanked BCC for their road clearing and recycling services during the recent adverse weather. The clerk and deputy clerk were also thanked for their hard work since starting in their roles in September.

The meeting closed at 8.35pm

10. Future meetings

a) Planning Committee – 7.30 p.m. **Tuesday** 2nd January 2018 in the Parish Office

b) Parish Council – 7.30 p.m Monday 8th January 2018 in Great Missenden Memorial Centre