



**Minutes of the Parish Council Meeting  
held on Tuesday 9th May 2023 at 7.45 p.m.  
Great Missenden Memorial Centre, Great Missenden**

**Public Forum:**

None.

**Present:**

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

**Also present:** Jane Hennessy – clerk

**2023/137 Election of Chairman of the Council 2023-24**

Cllr A Hewett stood for election.

Proposed by R Pusey and seconded by K Pither and there being no other nominations,  
Cllr A Hewett was elected unanimously.

The Chairman signed a declaration of office which was witnessed by the Clerk.

**2023/138 Election of Vice Chairman of the Council 2023-24**

Cllr K Pither stood for election.

Proposed by C Bunting and seconded by C Ormesher and there being no other  
nominations, Cllr K Pither was elected unanimously.

**2023/139 Apologies:** Cllrs M Lee, I Lovegrove

**2023/140 Declarations of Interest:**

Item 156.2 – Cllr Pusey - pecuniary interest

**2023/141 Appointment of Members to Committees and Working Parties**

It was resolved that the following nominations be confirmed:-

**Planning Committee**

Chairman	Councillor I Lovegrove (proposed C Bunting, 2 <sup>nd</sup> K Pither)
Vice-Chairman	Councillor L Cook (proposed J Gladwin, 2 <sup>nd</sup> K Pither)
Members	Councillors: C Bunting, S Humphreys, M Johnstone, V Marshall, R Pusey, S Rhodes, K Pither, A Hewett, J Gladwin

**Open Spaces & Lighting Committee**

Chairman	Councillor K Pither (proposed C Bunting, 2 <sup>nd</sup> L Cook)
Vice-Chairman	Councillor S Humphreys (proposed A Hewett, 2 <sup>nd</sup> K Pither)
Members	Councillors: C Bunting, A Hewett, I Lovegrove, V Marshall, C Ormesher: T Stevenson, R Pusey

**Finance & General Purposes Committee**

Chairman	Councillor M Johnstone (proposed J Gladwin, 2 <sup>nd</sup> K Pither)
Vice-Chairman	Councillor V Martin (proposed K Pither, 2 <sup>nd</sup> L Cook)
Members	Councillors: A Hewett, K Pither, S Rhodes, J Gladwin

### **Editorial Working Party for “The Source” & Website & Digital Comms**

Editor Councillor A Hewett (proposed S Humphreys, 2<sup>nd</sup> V Martin)  
Members Councillors: L Cook, M Johnstone, M Lee, I Lovegrove,  
K Pither, T Stevenson, C Bunting

### **HS2 Working Party**

Chair Councillor M Johnstone (proposed A Hewett, 2<sup>nd</sup> V Martin)  
Members Councillors A Hewett, K Pither, C Bunting, R Pusey,  
V Martin, J Gladwin  
Co-opted: Cllr P Martin, Bucks Council

### **PCC Working Party**

Chair Councillor K Pither (proposed C Bunting, 2<sup>nd</sup> L Cook)  
Vice-Chair Councillor I Lovegrove (proposed K Pither, 2<sup>nd</sup> C Bunting)  
Members Councillors: C Bunting, L Cook, A Hewett, S Humphreys

### **Neighbourhood Plan Working Party**

Chair Councillor J Gladwin (proposed M Johnstone, 2<sup>nd</sup> L Cook)  
Members Councillors: C Bunting, A Hewett, I Lovegrove, K Pither, V Marshall,  
S Rhodes, R Pusey, M Johnstone

## **2023/142 Appointments to Local Organisations**

Age Concern	Cllr. V Marshall
Great Missenden & Prestwood Revite Group	Cllrs: M Johnstone, K Pither
Charity of Dame Jane Boys	Cllr. L Cook
Bucks Community Board	Cllrs: A Hewett, M Johnstone, K Pither, V Martin, C Bunting
Misbourne Area Youth	Cllr: L Cook
Stoke Mandeville & Other Parishes Charity	C Plected (on behalf of GMPC)
Great Missenden Village Association	Cllrs: V Martin, Mike Johnstone
Great Missenden Chamber of Commerce	Cllr A Hewett, I Lovegrove
Prestwood Village Association	As invited.

2023/143 **Minutes of the meeting held on 11<sup>th</sup> April 2023** – were agreed and signed as a correct record.

## **2023/144 Matters arising**

- Greens Funfair cancelled their planned visit for May due to the continuing wet weather and subsequent condition of Buryfield.

- The installation of the new heaters and Hive system at Prestwood Community Centre is completed. A date is expected soon for the installation of the internal lighting.
- The letter regarding the Oak tree at Orchard End, Greenlands Lane has been sent to Bucks Council.
- Support for the nomination of Malt Tap room as an asset of community value was sent following majority email approval under clerks delegated powers.
- A leak in the sink at Prestwood Community Centre was repaired and the cost of £156 + VAT was approved by Cllr Pither.
- Bucks Council have not agreed for the parish council to commence grass cutting of Prestwood Recreation ground before the lease documents are completed.
- Buryfield fence replacement – the previously approved quote of £1,800 has been retracted by Graham Sexton due to workload. Two further quotes have been presented and clerks delegated powers will be used to approve the cheapest quote from Bowden Fencing of £4,098.
- Repairs required at Gryms Dyke, Prestwood play area to a swing and the scramble net were noted. A quote has been received today for the scramble net and clerks delegated powers will be used to approve the quote of £1,980.50 from Playground Facilities. In the meantime hazard tape has been used to prevent use of the equipment.
- Notification of a CIL payment of £9,265.54 was received today.
- Reports of two children with an Alsatian dog in Buryfield adventure play area who refused to leave when asked as dogs are not permitted. The PCSO has been informed.

2023/145 **Councillor Vacancy** – the council discussed the proposal to consider the co-option of Caralyn Bains to the council for the South Heath and Ballinger ward. Cllr Pither proposed and Cllr Cook seconded, and the co-option of Caralyn Bains was resolved by majority vote.

2023/146 **Parking** - Bucks Council have confirmed that they are in agreement with the parish council's comments regarding the accessway on the turning circle easements. A response from the school is awaited. With regards the management lease an updated plan showing access to the Memorial Hall has been forwarded to Bucks Council and a response awaited.

2023/147 **Community Payback** – Cllr Pither updated the council on the recent meeting with Cllr Hewett and the Community Payback team with potential project ideas such as painting the Community Centre and clearing vegetation at the allotments. The council agreed in principle to this and Cllrs Pither and Hewett will meet with the Placement Co-ordinator to discuss further on 22<sup>nd</sup> May. In the meantime the insurance position needs to be clarified and a request for references from other parish councils will be made.

2023/148 **Prestwood Community Centre (PCC)**

1. Risk assessment & Health & Safety Policy – the risk assessment & Health & Safety Policy were reviewed and adopted by resolution. Thanks are recorded to Cllrs Cook and Humphreys.
2. Quote for replacement internal lights – the quote of £1,095 for replacement LED lights from Flash Electrics was approved by resolution.
3. Quote for electrical installation test report – a quote of £300 was approved in January from Martin Wheeler to carry out the electrical testing. The council was recently advised that he is now only qualified to carry out domestic electrical testing. Further

quotes were provided for the electrical testing. The quote of £400 from Flash Electrics was approved by resolution.

2023/149 **Condition of Roads** – Response from Martin Tett – this was noted and Cllr Rhodes agreed to draft a further response.

2023/150 **Swarco – annual maintenance contract** – the renewal for the maintenance contract for the four speed signs was discussed. The speed signs are still not in use due to the battery thefts. The council agreed with the offer from Swarco to hold the cost of the contract £940.05+ VAT for two months and then discuss again.

### **COMMITTEES - Planning**

2023/151 1. **Minutes** of the meeting held on **2<sup>nd</sup> May 2023** were approved and will be signed at the next planning meeting.

2. **Local Plan & Local Transport Plan 5 Survey** – a parish council response was discussed. Cllr Bunting offered to draft a response. The closing date is 4<sup>th</sup> June.

3. **Consultation on Infrastructure Levy** – Cllr Rhodes is going to prepare a draft response to be circulated. The closing date for responses is 19<sup>th</sup> May.

4. **Terms of Reference** – the draft was discussed, Cllr Rhodes has submitted some amendments including full delegated powers. This was deferred to the June meeting.

### 2023/152 **HS2- Update**

1. **Chesham Road Intervention Shaft** – this is on target for the tunnel boring machines to pass through in November of this year. Floors and stairs are currently being fabricated.

2. **North Portal** – the continued wet weather has delayed the continuing excavation of the South Heath cutting. The extended working hours 7am-10pm Monday – Saturday have been reinstated to assist with concrete pours.

3. **Construction Issues** The state of the road and footway on Frith Hill (South Heath leg) has been raised with Transport for Bucks(TfB). TfB have confirmed that this is scheduled for jet patching in May however the whole road and footway needs to be upgraded after the HS2 construction work has been completed.

Following the problem on a Ruislip rugby pitch caused by HS2 boring in that area, Align is arranging to decommission four bore holes in the field opposite the new bell mouth. Instrumentation and monitoring detection equipment is installed where the tunnel boring machines will pass under the A413 near the Little Missenden vent shaft.

The drinking water quality is being monitored by Affinity Water and the Environment Agency (EA). Following a request to EA regarding waste water removal licences/chromium 6 no useful information has been provided. Cllr Johnstone will endeavour to find out contractors names so that the EA register can be searched more accurately.

4. **Leather Lane Conservation Group** – EKFB may be closer to reporting an update on the realignment of the Leather Lane road and the plight of the lone oak. It was also reported that the Conservation Group now had the report from their bat survey. Cllr Bunting advised of another bat corridor that it may be useful to reference in any discussions and will confirm that details.

5. **Other Updates** – Abnormal loads are now expected to start in late May, in the evening. There has been no further illegal parking of HGV's on the Link Road. The appeal on the Bowood overbridge continues and further information has been requested.

6. **Small Dean Viaduct** – piling has commenced for the piers for the viaduct.

### Open Spaces and Lighting

- 2023/153 **Ballinger Common – requests from Ballinger Waggoners Cricket Club** – after discussion the parish council resolved the following decisions by majority vote:-
- Extension of patio area and installing new hardstanding and shed – not approved
  - Picket fence and flower beds – not approved
  - 15<sup>th</sup> June schools cricket festival – approved
  - Cricket noticeboard – suggest new shared noticeboard with the parish council
  - Reduction of lime tree – approved, although details of crowning required
  - Additional new trees along border with the car park – not approved
- 2023/154 **Buryfield & Prestwood Recreation Ground** – new path – Cllr Hewett proposed that enquiries should be started regarding considering a path around Buryfield and Prestwood Recreation Ground. An initial costing will be requested and a meeting arranged with the Colts. Cllrs Hewett and Pither will attend.
- 2023/155 **Buryfield – request for permission for signs for Bucks Pottery Show** – the request for signage for weekend of 14<sup>th</sup> & 15<sup>th</sup> May on Buryfield was approved.
- 2023/156 **Allotments**
1. **Shed request** – Spurlands End Road 3A – approved by resolution.
  2. **Vehicles on allotments** – due to the continued wet weather the decision to allow vehicles on the allotments has been postponed until the end of May.
  3. **Request for bees on Nairdwood Lane** – it was advised that the resident has retracted this request.
- 2023/157 **Streetlighting – electricity contract for renewal** – the unmetered streetlight contract is due for renewal on 2<sup>nd</sup> June. The current suppliers, npower, have provided a quote for approx. £13,477.96 (2022-23 £5,829.60). Utility Aid are supplying further quotes on 15<sup>th</sup> May. The clerk was asked to accept the cheapest quote that is received.
- 2023/158 **Lighthouse – request to installing fencing on Wed 19.07.22** – the council approved by resolution the request for the fencing to be installed on Wednesday 19<sup>th</sup> July – providing access to the Memorial Hall car park is maintained until Friday evening 21<sup>st</sup> July. Clearance of picnic benches and other seating where possible should be maintained.
- ### Finance and General Purposes
- 2023/159 **Risk Register & Asset Register** – the council reviewed the updated risk management scheme and asset register and resolved to adopt both documents.
- 2023/160 **Standing Order & Financial Regulations** - the council reviewed these documents including the amendment to the procurement thresholds and resolved to adopt both the Standing Orders and the Financial Regulations.
- 2023/161 **Attendance Record** – the councillor attendance record for the last year was noted.
- 2023/162 **Direct Debits and Standing order** – the current monthly direct debits, including EON, npower, TalkTalk, ICO and Affinity water were all noted.
- 2023/163 **GDPR** – The GDPR policy was reviewed and adopted by resolution, without amendment.
- 2023/164 **Subscriptions** – the list of subscriptions to outside bodies was noted and agreed by resolution.
- 2023/165 **Request for a grant** – The Source – the request for £1,596 for the printing of two issues of The Source was approved by resolution, as included in the budget.
- 2023/166 **Payment of accounts for May 2023** – it was resolved that accounts numbered 16-38 in the sum of **£25,791.72 (inc VAT)** were agreed for payment and that petty cash items for May **£55.30** be ratified.

### **Editorial Working Party**

2023/167 **'The Source'** – Cllr Hewett thanked everyone for their recent articles and asked everyone to think of ideas for the next edition.

2023/168 **Reports from Representatives to outside Groups** – none.

2023/169 **Clerk's Report** – the clerks report was noted. As was the upcoming annual leave of the clerk for a week in May.

2023/170 **Matters for information** – none.

Meeting closed at 9.35pm.

### **Future Meetings**

a) **Planning Committee – 7.30 p.m. Monday 5<sup>th</sup> June 2023 – Great Missenden Memorial Centre**

b) **Parish Council – 7.30pm Monday 12<sup>th</sup> June 2023 – Prestwood Village Hall**

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