



**Minutes of the Parish Council Meeting
held on Monday 9th October 2023 @ 7.30pm
Prestwood Village Hall, Wycombe Road
Prestwood HP16 0NZ**

Public Forum: One representative from Great Missenden & Prestwood Revite Group regarding a proposed bench and bin
One representative from Great Missenden Combined School PTA regarding the fireworks event

Present: Councillor A Hewett - Chair

Councillors: C Bains, C Bunting, L Cook, S Humphreys, M Johnstone, M Lee, I Lovegrove, V Marshall, K Pither, R Pusey, S Rhodes, T Stevenson

2023/278 Apologies

Cllrs J Gladwin, M Johnstone, C Ormesher

2023/279 Declarations of Interest

Item 321 Cllrs Pither & Bains

Item 348 Cllrs Pither & Cook

2023/316 Minutes of the meeting held on 11th September 2023 were agreed and signed as a correct record.

2023/317 Matters arising

- Bucks Council have advised that they will be offering devolved services for 24/25. Further details will be forwarded as soon as they are available.
- One manhole cover has been replaced in Great Missenden Memorial Hall car park as it became a safety hazard. A second manhole cover is in need of replacement and a contractor has been contacted. Costs have been approved by the chair.
- An update was provided by Bucks Council car parking manager on the recent car park repairs.
- An update is still awaited from Bucks Council regarding the completion of the car park management lease.
- The recent application to the Police & Crime Commissioners Fund for two solar powered speed signs was unsuccessful. The project was very oversubscribed for the limited funding available.
- The Ballinger Common planning application has now been submitted and validated on behalf of the Ballinger Waggoners Cricket Club.

2023/318 Prestwood Community Centre

1. Exterior repairs – the recent external repairs by Mudan Construction Ltd of £385.00 + VAT were approved by Cllr Pither as Open Spaces chair and noted. This was an increased price as further damage was noted in the interim.

2. Pool table – the council noted that the pool table has been donated and collected to a Cambridgeshire war veterans' group – who have thanked the council.

2023/319 Parking

1. Bucks Council – the council resolved to request from Bucks Council the following five dates for free parking in Link Road & Buryfield car parks in Great Missenden and for the High Street car park in Prestwood; 25th November, 2nd, 9th, 16th 23rd December.

2. Buryfield car park income 2022/23 – the car park income of £625.94 for 2022/23 was noted as was the necessity for the parish council to charge VAT on this. The clerk reported that Bucks Council have agreed the VAT will be backdated for 4 years as per HMRC regulations.

- 2023/320 Speeding – emails from residents for noting** – the council noted the emails and response sent to residents regarding speeding. It was noted that there is still not a security solution for the MVAS/YSI's to prevent the batteries being stolen. The Community Board are arranging a speeding meeting with Thames Valley Police and Crime Commissioner on Tuesday 7th November @ 6.30pm.
- 2023/321 Little Green Fingers project – DBS check** – the updated cost of £65 per person for an enhanced DBS check through Clear Check was resolved for two councillors, Cllr Pither & Bains.
- 2023/322 Community Board - Great Missenden – bus shelter – quotes for consideration** – the estimate of £12,000 + VAT for an oak framed bus shelter by Shires Oak Buildings was resolved, pending receipt of a confirmed quote. The Community Board remaining grant of £6,239.09 is available and the parish council will contribute the remainder from general reserves.
- 2023/323 Bench Request – Prestwood – Gt Missenden & Prestwood Revite Group – for approval.** A bench request for the land on the corner of Moat Lane/Chequers Lane in Prestwood was discussed. The bench was approved in steel. However, the owner of the land needs to be confirmed firstly along with written permission from the adjacent house owner. The parish council resolved to take on future maintenance of this bench. A bin was also discussed however was not approved at this time but could be reconsidered at a later date. The request for assistance and funding of £180 for the streetworks licence 171 was also resolved.
- 2023/324 Meeting Dates 2024** – these were approved with an amendment to the October planning meeting date.
- 2023/325 Bucks Council – Money Matters Survey** – the council agreed to send individual responses to this survey and were reminded of the deadline of 15th October.
- 2023/326 D Day Commemorations 2024** – it was agreed that there were no suitable place for beacon in the parish.
- 2023/327 Firework Display at Hildreths** – the council were content with the response from Hildreths that they were planning 20mins of soft shell burst fireworks and that all required arrangements have been made with Bucks Council, the Fire Brigade and the Police.

COMMITTEES - Planning

- 2023/327 Minutes of the meeting held on 2nd October 2023** were approved with minor amendments and will be signed at the next planning committee meeting.
- 2023/328 Greenlands Lane Oak Tree – replanting** – Bucks Council are asking the parish council to provide a location for a replacement tree on parish council owned land. The council resolved to write to Bucks Council to request further mitigation and to meet with Bucks Council to agree a replanting location on Bucks Council land. Cllr Bunting will circulate a draft letter.
- 2023/329 HS2- Update**
- 1. General Project Update** – it has been announced that phase two of HS2 has been cancelled by the government. The intended final link into Euston will be now completed. Locally, Align's contract area will be extended in two parts one of which is from the north portal through to and including Leather Lane.
 - 2. Sinkhole** - The sinkhole has been partially filled in and is awaiting landscape remediation.
 - 3. Aerial Overview of current construction works** - areial overviews of the current construction work were presented.

4. Engagement – upcoming drop in sessions in Great Missenden on 12th October and 7th December were noted.

It was noted that the timing of traffic management on upcoming Frith Hill roadworks had been changed to 11-1pm at the request of the Parish Council to help lessen the disruption.

It was also noted that Google Maps is now labelling the Haul Road as 'Roald Dahl Way' and this will be followed up.

Open Spaces and Lighting

2023/330 Minutes of the Open Spaces Committee Meeting held on 20th September 2023 were approved and will be signed at the next Open Spaces meeting.

2023/331 Allotments:-

1. Chequers Lane – Plot 1 – proposal to give tenant notice if the half a plot is not cleared. The option to reduce tenancy to a half plot should be offered if this is not accepted then notice to terminate the tenancy for the full plot. This was resolved.

2. Nairdwood Lane – Plot 28 – proposal not reduce the rent for this plot as recommended by the Open Spaces Committee was resolved by majority.

3. Prestwood Nature – proposal not to amend the agreement for the storage building to allow non allotment holders to use it for storage. The Open Spaces Committee recommended that this was not approved and the council agreed.

4. Spurlands End Road – plot 4 – proposal to give notice to quit due to continued lack of cultivation. The Open Spaces Committee's recommendation was resolved.

5. Allotment Competition Presentation – 13th Nov 2023 – it was resolved that a maximum of £60 can be spent on catering for the allotment competition presentation. The event will be at 6.30pm prior to the November council meeting on 13th.

2023/332 Prestwood Recreation Ground – Lease – update – the lease is now completed and fully signed. Copies are awaited. It was noted that the grounds contract will need to be extended to include litter collection for the Recreation Ground and a quote will be provided at the November meeting for approval. A quote for the Honor House flats border hedge is included on item 335 below.

2023/333 Buryfield car park – Great Missenden School PTA – request for banners around Buryfield car park advertising a fund raising firework event. Approved by resolution.

2023/334 Path – Buryfield & Prestwood Rec – spec & routes - for discussion and approval – it was agreed that the specification of the Breedon self binding gravel surface will be the same specification as the existing path at Prestwood Common - for both Buryfield & Prestwood Recreation Ground. The routes were approved, noting that attention should be paid to where the paths intersect and also attention to be paid to the Buryfield path to ensure that if any joining paths are added later this can be done easily. Given the estimated costs, use of Contract Finder is required to be used for the tender process. It was agreed that funding sources should be explored however it was resolved to use the current held CIL funds in the first instance (approximately £45,000), and to apply to Align for a grant, as a contingency it was resolved that general reserves can be used to make up any shortfall.

2023/335 Prestwood Rec – hedge between Honor House flats & Prestwood Rec – it was confirmed that under the lease the parish council are only responsible for maintaining one side and the top. Paradigm are responsible for one side. The quote from Sextons of £280/ cut once a year was resolved.

- 2023/336 Quotes for general vegetation clearance, Guide Hut/Collings Walk/Westrick Walk** – the following quotes from Sextons were resolved by majority vote:-
- to cut and clear vegetation overhanging footpaths at Collings Walk £160.00
 - to cut and clear vegetation overhanging footpaths at Westrick Walk £190.00
 - to clear overgrown vegetation from around the Guide Hut £150.00
- 2023/337 Request to use Buryfield – Bootcamp – for approval** – the request from Chris Smith to hold a bootcamp at Buryfield during the winter on Wednesday evenings from 6.30pm-7.30pm was resolved, with the usual charge.
- 2023/338 Buryfield – request for signage for Pottery exhibition** – this was approved by resolution from 1st December – 3rd December.
- 2023/339 Request to use Prestwood Rec & Common – Touch Rugby Group** – it was resolved to accept the request to play touch rugby on Prestwood Rec and Common on Tuesdays at 7pm each week. A copy of the public liability certificate has been received and no charge will be made as this is not a run as a business.
- 2023/340 Prestwood Colts – Request to use Prestwood Common** – it was resolved to accept the request or the Colts presentation weekend on 21st/22nd/23rd June 2024.
- 2023/341 Gryms Dyke – wet pour repairs** – the cost of the wet pour repairs of £1,411.00 + VAT to Playground Facilities was noted (and had been approved under clerks delegated powers due to the urgent safety nature of the required repairs).
- 2023/342 Play repairs Buryfield – quote for moderate risk items** – the quote from Playground Facilities for the moderate risk repairs was discussed. Given the moderate risk it was resolved to accept the quote, with one exception. It was acknowledged that only one quote had been obtained and given the increasing difficulty to obtain quotes to repair play equipment and the level of safety risk it would be important not to delay these repairs. The breakdown of the quote is as follows: 1 bay 2 seat swing – grass mats, timbers and swing chains and seats £5,746, 2 bay 2 cradle 1 inclusive seat, grass mats, loos fixing and caps, top up soil and new turf £2,091, Skate park replace 13 sheets of Skatelite wash and clean graffiti £14,416.00. Total repairs £22,253.00 + VAT. Further quotes to be requested for the aerial cable runway repairs.
- Finance and General Purposes**
- 2023/343 Petty Cash – proposal to replace with pre-paid bank card** – it was resolved to set up an Equals Money prepaid expense card to replace the petty cash float and increase the monthly spend to £200. This card waives the annual £50 charge for parish councils. The account will be in the name of the Parish Council and two cards will be provided in the name of the clerk and deputy clerk. These cards cost £20 each which was also resolved.
- 2023/344 Buryfield & Prestwood Recreation Ground – play equipment funding** – the proposal for the funding for the two multi play equipment units to be taken from the earmarked reserve was resolved. However it was noted that the total cost would exceed the earmarked reserve and that any balance required would be taken from general reserves, subject to any external funding secured.
- 2023/345 Budget Ideas** – any requests for the 2024/25 budget should be sent through to the clerk. Suggestions at the meeting were to look at the Xmas event and lights budget and also a raised bed for planting opposite Crossroads Garage in Prestwood.
- 2023/346 Parish Warden – update** – it was advised that the previous candidate had withdrawn his application. Further advertising will be undertaken.
- 2023/347 Request for a Grant – Missenden Walled Garden** – the request for £1,500 for tools and equipment was resolved.

2023/348 Request for a Grant – Plan-it Prestwood – the request for £3,874.29 towards the Prestwood Christmas event was resolved.

2023/349 Legal Update – none.

2023/350 Payment of accounts for October 2023 numbers **126-144** for a sum of **£22,553.27** (inc VAT) were all agreed for payment and petty cash items for October of **£45.00** were ratified.

Editorial Working Party

2023/351 ‘The Source’ – Cllr Hewett thanked everyone for their recent articles.

1. Attribution of articles in The Source – for discussion – the practice of submitting articles without bylines for The Source was discussed. It was proposed that this is changed for all councillors names and photos to be included but did not receive a majority vote.

2023/352 Reports from Representatives to outside Groups – none.

2023/353 Clerk’s Report – noted.

2023/354 Matters for information – none.

Meeting closed 9.55pm

Future Meetings

- a) Planning Committee – 7.30 p.m. Monday 6th November 2023 – Gt Missenden Memorial Centre
- b) Parish Council – 7.30pm Monday 13th November 2023 – Gt Missenden Memorial Centre
- c) Allotment Presentation event Monday 13th November 6.30pm – Gt Missenden Memorial Centre