



**Minutes of the Parish Council Meeting
held on Monday 11th December @ 6.30pm
Great Missenden Memorial Centre, Link Road
Great Missenden HP16 9AE**

Public Forum: One resident from Perks Lane regarding HGV vehicles.

PE Coordinator from Gt Missenden School – regarding use of Buryfield

Present: Councillor A Hewett - Chair

Councillors: C Bains, L Cook, J Gladwin, S Humphreys, M Johnstone, M Lee, I Lovegrove,
V Martin, K Pither, R Pusey, T Stevenson

2023/394 Apologies

Cllrs C Bunting, V Marshall, C Ormesher, S Rhodes

2023/395 Declarations of Interest

None.

2023/396 Minutes of the meeting held on 13th November 2023 were approved with a minor amendment.

2023/397 Matters arising

- Vertidrainage of Buryfield is now complete.
- A large branch has fallen from a weeping willow tree on the Buryfield and Sextons have now removed it (cost approved by Cllr Pither).
- A planning application for the annual tree work on Buryfield has been submitted as it is in the conservation area. This is due to be decided on 3rd January. In the meantime, the tree surgeon has made a start on the high priority tree work in other locations in the parish.
- Lamps & Tubes have been instructed to replace the streetlight on the junction of High Street & Elmtree Green with an LED lamp, following a report of a fault with the light. The cost is £385.78 + VAT and has been approved by Cllrs Hewett & Pither.
- Great Missenden Football Club have confirmed that they do not receive their fixture list more than 3 or 4 weeks in advance. They have also confirmed that they will be removing the worksurface that is covering the sink in the change rooms early in the new year.
- Community Ownership Fund was highlighted as a possibility for funding for Prestwood Community Centre. This will be discussed by the working party.
- A letter from a resident regarding Hildreth's fireworks was noted and a response agreed from the council.
- An email from a resident of Ballinger Road regarding a speed survey was discussed and a response agreed.
- Cllrs Pither and Pusey volunteered to meet with the Arboriculture Team Leader from Bucks Council to discuss sites for the mitigation planting for the Greenlands Lane oak tree.
- The Greenlands Lane appeal on application PL/23/0377/OA was noted. It was also noted that all comments on this application will be passed to the Planning Inspectorate and additional comments are only required if new information is to be submitted. The deadline for additional comments is 9th January 2024.

2023/398 Parking – Buryfield car park lease – the clerk advised that the engrossed copy has still not been received for signing and has been chased up.

- 2023/399 Community Board - Great Missenden – bus shelter** – the council approved by majority resolution the quote from Littlethorpe for a Sheffield bus shelter. The total cost is £16,159.00 + VAT and will be offset by £6,239.09, the remaining funds from the Great Missenden Village Improvement Community Board grant.
- 2023/400 Prestwood Community Centre – The Colts request to use car park for pavilion works** – the request to use the Community Centre car park for 4 vehicles and a skip during the planned improvement works to the pavilion was agreed by resolution. The period agreed is w/c 18th December and w/c 2nd January. It was requested that the skip does not remain over the Christmas period and Cllr Humphreys will meet with a representative to agree the location for the skip in the car park.
- 2023/401 MVAS/YSI security update** – it was agreed by resolution to go ahead with the security improvements to the 4 units. Further security concerns were discussed but it was agreed to proceed.
It was also agreed by resolution to agree to the suggestion that permanent Community Watch signs be purchased. A budget of £400 + VAT was set for a maximum of 6 signs with the locations to be agreed at a later date.
- 2023/402 Bucks Council – Devolution** – it was agreed by unanimous resolution not to consider taking on devolved services at this time.
- 2023/403 Speeding & HGV's – Perks Lane, Prestwood** – it was agreed that in the first instance the resident should contact Bucks Council Highways to request an 'unsuitable for HGVs' sign at the bottom of Perks Lane as there is already one at the top. If this is not successful, the residents of the road are planning to do a manual count of HGV's using Perks Lane to pass this information on to the Community Board in support of this request. The residents have requested support from the parish council once this is completed. The council agreed to support the community with this request to the Community Board.

COMMITTEES - Planning

- 2023/404 Minutes of the meeting held on 4th December 2023** – were agreed with amendments to two applications. The minutes will be signed at a later date.
- 2023/405 HS2- Update**
- 1. General Project Update** – Construction sites will close at 12pm on 22nd December and re-open on Tuesday 2nd January 2024. Security and maintenance teams will be onsite throughout.
There has been little progress on the issues caused by the cancellation of phase 2 of the project.
There has been some contractor rescoping and Align is due to review the delivery of new responsibilities and engage with local stakeholders by the end of 2023.
A meeting with stakeholders and contractors to progress issues with the landscape design around the North Portal and Leather Lane seem to have been put back again, to April 2024.
- 2. Current Progress** – the second Tunnel Boring Machine (TBM) has now tunnelled underneath Hyde Lane and is beyond the site of the recent sinkhole with no problems. Both TBM's have approximately 1.5kms to go to the North Portal and are expected to arrive around February 2024.
The Shardeloes sink hole has been filled in now with chalk and topsoil and will be seeded in the spring. The sink hole at Hyde Lane has been partly filled in to facilitate the passage of the 2nd TBM, which has now successfully bored through this area with no adverse issues to date.

The three storey headhouse at Chesham Road Intervention Shaft is now being built. The design is intended to blend into the landscape and look like local agricultural buildings, albeit on a larger scale.

At the North Portal most of the current work is out of sight in the cutting in front of the headwall. Preparations are being made for the breakthrough. There is now a permanent internal road around the portal. When the TBMs arrive they will be dismantled on site.

UKPN will return to Chesham Road to connect the site after work being halted by a storm. This is likely to be completed under a lane closure for a few days. Frith Hill will have two-way lights whilst UKPN join cables below ground. Dates are awaited for these works.

3. Bowood Lane Appeal – the planning inspectorate have allowed a 5.5m carriageway on the Bowood Lane overbridge, with a 1.5m wide verge on either side. (This is against the wishes of Bucks Council and others). The impact of this on the design of the Bowood Lane overbridge is not known, as is the impact on the Leather lane overbridge but is concerning. HS2 have yet to submit the Schedule 17 application for Leather Lane. This is unlikely to be before April 2024.

4. Roadworks – Bucks Council and parish councils have pushed for wider communication of A413 road construction work at the Small Dean Viaduct at Wendover. It was advised that variable message signs will be deployed further out to give more warning. There are a number of A413 overnight closures coming up during December – early February.

Thank you to Align for providing some of their tower lights for the very successful Christmas evening market in Great Missenden.

Open Spaces and Lighting

- 2023/406 Minutes of Open Spaces meeting held on 30th November 2023** – were approved with a minor amendment.
- 2023/407 Buryfield multiplay replacement equipment** – the Open Spaces Committee have considered the response to the recent Contract Finder advert where five tenders were received. The tenders were shortlisted by Cllrs Pither and Hewett and the top two tenders were then considered by the Committee. It was recommended that the council accept the tender from Proludic for £51,085.67 + VAT as this offers a variety of play elements, a comprehensive after sales programme and was felt to have the greatest visual impact. The parish council resolved to accept this quote by majority vote.
- 2023/408 Prestwood Recreation ground multiplay equipment** – the Open Spaces Committee have considered the response to the recent Contract Finder advert where four tenders were received. The tenders were shortlisted by Cllrs Pither and Hewett and the top two tenders were then considered by the Committee. It was recommended that the council accept the tender from Proludic for £48,408.71 + VAT as this offers a variety of play elements, a comprehensive after sales programme and was felt to have the greatest visual impact. The parish council resolved to accept this quote by majority vote.
- 2023/409 Buryfield – Aerial Cableway** – there was discussion regarding the three quotes for the replacement aerial cableway. It was proposed that the quote for a robinia zip line from Southern Landscapes was accepted at a cost of £16,522.00 + VAT. Cost includes removing existing and supplying and installing the replacement. This was resolved.

2023/410 Allotments:-

- 1. Potter Row allotment – email from allotment holder** – the request to remove the maple tree, including root grinding was discussed. The allotment holder has provided a letter from a tree surgeon detailing that the maple tree was causing significant damage to the foundation of an adjacent barn and a wall and recommending total removal. The parish council resolved to commission an independent report.
- 2. Spurlands End Road plot 4 – request to reduce to half a plot** – the council resolved to approve the Open Spaces Committee’s recommendation that this plot is reduced by half and the tenant remain for six months and the progress of the plot is regularly monitored and the tenancy agreement then reviewed.
- 3. Ballinger – request for fencing around plot** – this request was decline, as per the Open Spaces Committee’s recommendation.
- 4. Nairdwood Lane – bath – request to remain on plot** – it was agreed that an exception would be made in this instance and that the bath could remain as long as it was continued to be used as a water butt.
- 5. Nairdwood Lane – fencing and gate** – it was agreed for quotes to be obtained for replacement fencing and gate. The Open Spaces Committee will meet to agree the specifications.
- 6. Greenlands Lane – fencing repairs** – the quote for these repairs were noted and the clerk was asked to obtain a comparison quote.

2023/411 Path – Buryfield & Prestwood Rec – Cllr Hewett advised that two adverts will be placed on Contract Finder, one for each location, with a response date of 26th January. Cllr Hewett also advised that additional sources of funding are being sought, such as Stoke Mandeville & Other Parishes Charty.

2023/412 Gateway School – update and proposal to defer trial period – it was agreed that the trial term can be deferred to Jan-March 2024, as Gateway have only managed to use the Buryfield once this term. The terms were re-confirmed such as checking a week in advance as to the condition of the field and also the charge of £200, which would also be deferred.

2023/413 Westrick Walk – tree work – the quote of £1,900 from The Tree Man was resolved by majority vote. This is to reduce two large oak trees growing very close to properties on Westrick Walk.

2023/414 Request to use Buryfield – Great Missenden Combined School – the request to use Buryfield on 19th January from 7.30am-3pm to hold a cross-country event was approved, dependent on the condition of the Buryfield, which would be agreed with the clerk prior to the event. It was agreed that there would be no charge for this one off event.

Finance and General Purposes

2023/415 Minutes of Finance Committee meeting held on 4th December were approved and will be signed at a later date.

2023/416 Budget & reserves for 2024-25 – Cllr Johnstone presented the budget, which contained amendments following recommendations made by the Finance Committee at the December meeting and includes details of all earmarked reserves. The parish council resolved the budget and reserves by majority vote, giving a precept request for 2024/25 of £306,624, equating to a 5.75% increase from this year, which corresponds to a 6.13% band D council tax increase (equivalent to £3.60pa).

2023/417 Parish Office – Christmas Hours – Cllr Hewett updated the council regarding the planned absence of the deputy clerk which is likely until mid January. Some additional

assistance in the office has now been found for a few days. The outstanding holiday accrued, whilst absent, of the deputy clerk was approved to be carried out as per statutory requirements. The clerk's remaining holiday was also approved for carry over. It was resolved that the parish office should be closed from 21st December to re-open on 2nd January and that the clerk was to be given two extra days of holiday to allow for this. Phone messages and emails will be checked during this period for anything urgent.

2023/418 Internal Audit – Bridget Knight was appointed as the internal auditor for 2023/24. The scope of the internal audit and the charge of £206 were agreed by resolution.

2023/419 Request for Grant – Age Concern – the request for £500 towards insurance for the minivan was approved and will be included with this month's payments.

2023/420 Legal Update – VAT sports grounds – noted.

2023/421 Payment of accounts for December 2023 numbers **171 – 187** for a sum of **£24,836.73** (inc VAT) were all agreed for payment and petty cash items for November of **£137.83** were ratified. This included a payment to the Walled Garden of £45.00 the invoice of which was received on the day of the meeting.

Editorial Working Party

2023/422 'The Source' – Cllr Hewett advised that the Christmas edition has been distributed and that article ideas would be welcome for the next edition.

2023/423 Reports from Representatives to outside Groups

- Cllr Pither reported from the recent Prestwood Village Association meeting - there has been a decision to change the constitution to allow parish councillors to join the committee. A further meeting was planned to discuss the future direction of the PVA which Cllr Pither has been invited to attend.

2023/424 Clerk's Report - noted.

2023/425 Matters for information

Cllr Lee discussed the photography exhibition which should be planned for May 2024 as it will be 50 years since the first photographs were taken. It was agreed to arrange a meeting in the new year.

Meeting closed at 8.20pm.

Future Meetings

a) Planning Committee – 7.30 p.m. Tuesday 2nd January 2024 – Great Missenden Memorial Centre

b) Parish Council – 7.30pm Monday 8th January 2024 – Great Missenden Memorial Centre