



**Minutes of the Parish Council Meeting  
held on Monday 12<sup>th</sup> February 2024  
Prestwood Village Hall, Wycombe Road  
Prestwood HP16 0NZ**

**Public Forum:** One representative from local bootcamp group.  
One representative from Lighthouse.  
Two members of public.

**Present:** Councillor A Hewett – Chair

**Councillors:** C Bains, C Bunting, L Cook, J Gladwin, S Humphreys, M Johnstone, V Marshall,  
V Martin, R Pusey, K Pither, S Rhodes, T Stevenson

**2024/029 Apologies** – Cllrs Lovegrove, Lee and Ormesher

**2024/030 Declarations of Interest**

Item 034 – Cllrs Humphreys, Pither, Stevenson & Cook

Items 037.1 & 052 – Cllrs Pither, Stevenson & Cook

**2024/031 Minutes of the meeting held on 8th January 2024** were approved and signed.

**2024/032 Matters arising:**

- The request from a resident to remove graffiti on a private fence was discussed and the agreed response that unfortunately the parish council do not have any powers to remove this graffiti as it is on private property. Bucks Council also confirmed that they are unable to do so either.
- The four MVAS speed units are just awaiting a date from Gomme Forge for the additional security work, previously agreed.
- Great Missenden Combined School thanked the council for the use of Buryfield for their running event which was a great success.
- Replacement oak tree – Greenlands Lane – Bucks Council have been unable to meet in person due to workload and have asked for suggested locations for the replacement tree so that they can be viewed and then a remote meeting arranged. Councillors are requested to send through suggestions.
- The response to the enforcement appeal on The Stables, Frith Hill – was approved under clerks delegated powers and will be sent before the deadline.
- A request has been received to clean the multiplay equipment at the Buryfield toddler play area.
- The work to replace the second manhole cover at the Memorial Hall car park has commenced today.

**2024/033 Parking**

**1. Buryfield car park lease** – it was noted that the car park management lease has now been completed and signed by both parties.

**2. Consultation on changes to pricing hours** – the council resolved to respond to the consultation stating their opposition to the extended hours and introduction of Sunday charges. A strong letter of response was requested to be sent. The clerk will circulate a draft via email.

**3. Buryfield spaces use for multiplay installation** – the council approved the request for 5/6 car parking spaces alongside the Buryfield adventure play area to be used for 2 to 3 weeks during the replacement of the multiplay equipment.

**2024/034 Parish Cup – Nominations** – the council voted on the nominations for the annual parish cup and Marilyn Humphreys, who runs Sweet Charity in Prestwood, received a majority vote. The presentation will be on March 11<sup>th</sup> at 7.00pm prior to the council meeting at the Memorial Centre, Great Missenden and all nominees will be invited.

- 2024/035 Speeding – Wycombe Road, Prestwood** – Survey – Cllrs Hewett, Bains & Bunting agreed to meet to draft the wording of the required survey.
- 2024/036 Wycombe Road, Prestwood – Thames Water Closure** – Cllrs Bains was thanked for her part in re-arranging the planned works on Wycombe Road until after the Easter weekend to enable access to Holy Trinity Church and Hildreths during this busy time.
- 2024/037 Prestwood Community Centre**
- 1. Repair Café – request to use** - the council noted the thanks from the Repair Café for the support with free hire of the Community Centre in Prestwood. Due to the success of the Repair Café the council resolved to continue to offer a once a month free booking until further notice.
  - 2. TalkTalk contract renewed for one year** – the monthly cost of £16.95 + VAT for one year was resolved.
  - 3. Request to use car park for aerial – Scouts** – the request to use 3 car parking spaces for aerials for communication for an endurance event between 1<sup>st</sup> – 3<sup>rd</sup> March was resolved by the council.
  - 4. Car park surface** – the council approved the recommendation of the Open Spaces Committee for two options to repair the potholes on the car park surface. Cllrs Pusey and Humphries will confirm the specifications so that quotes can be obtained.
- 2024/038 Community Board – Honor Road Scheme** – the council discussed the revised plan presented by Bucks Council for the Honor Road parking restrictions and noted the change in one section. The council would like Bucks Council to confirm that the revised plan has been thoroughly communicated to the residents, as the request for a parking review originated from them and therefore they should be informed of the amendment. The clerk was asked to confirm this with Bucks Council and also to only pay the Broombar Lane portion of the invoice at this stage, £3,783.45.
- COMMITTEES - Planning**
- 2024/039 Minutes** of the meeting held on **5th February 2024** – were approved with minor amendments and will be signed at the next Planning meeting.
- 2024/040 HS2- Update**
- 1. Progress of Chiltern Tunnel** – as at the end of January Tunnel Boring Machine Florence was 98m from the North Portal and Cecilia is 669m behind under Sibley’s Copse. Once they have cut through the opening the next stage is the dismantling of them which will take up to 6 months. This dismantling has permission for 24/7 extended working hours. Residents adjacent to the dismantling work have contacted Sarah Green for support and to see what mitigation measures are in place. The parish council have also raised the issue with Align and Bucks Council Environmental Group regarding mitigation for noise and lighting during this period.
  - 2. North Portal Water Management** – it has been confirmed that EKFB has permission from the Environment Agency to discharge surface run off water to be pumped in the road ditch along the A413 just before Christmas. The purpose is to reduce the water held in the attenuation ponds to make space for further rainfall.
  - 3. Associated Roadworks Outstanding** – UKPN have remaining works on Chesham Road (19<sup>th</sup>-25<sup>th</sup> February) and Frith Hill. Both will require temporary lights.
  - 4. Leather Lane** – Align have been asked by HS2 to complete the landscaping and design as part of the rescoping exercise for the Leather Lane overbridge. A green crossing has been suggested by the stakeholders for some and options will now be worked up for this. Align have undertaken to seek agreement from HS2 and will

report back. Depending on progress a campaign may be required to involve Sarah Green, MP.

**5. Wendover Dean Viaduct** – EKFB have just started a year long bridge slide to push almost half a kilometre of deck into position on the Wendover Dean viaduct.

**6. Roadworks towards Wendover** – these continue through February and March at Ellesborough Road, Risborough Road and A413 London Road, mainly with overnight road closures.

#### **Open Spaces and Lighting**

- 2024/041 Minutes of the Open Spaces** meeting held on **1st February 2024** – were approved and will be signed at the next Open Spaces meeting. A thank you was asked to be recorded to Cllr Humpreys who has corrected all 5 allotment noticeboards which were installed incorrectly.
- 2024/042 Allotments – Spurlands End Road – Plot 4** – the council resolved the recommendation from the Open Spaces Committee to permit the plot holder half a plot, either 4A or 4B, the plot holder will be asked to return the vacant half plot in a suitable condition or forfeit the deposit. The plot will be kept under regular review to ensure that the terms of the tenancy agreement are upheld.
- 2024/043 Potter Row – Maple Tree – Surveyor report** – the council discussed the surveyors report in the context of the adjacent resident’s request to remove the tree. Given the details in the report the parish council agreed by majority vote not to approve the request to remove the tree. The council asked the clerk to also obtain the insurers legal team’s advice regarding sharing the report.
- 2024/044 Path – Buryfield & Prestwood Recreation Ground – path tenders** – following the recommendation of the working party and the Open Spaces committee the following was agreed:-
- Prestwood Recreation Ground – the council resolved by majority vote the awarding of this contract to Southern Landscape & Construction Ltd at a cost of £38,675.00 + VAT.
- Buryfield – the council resolved by majority vote the awarding of this contract to Southern Landscape & Construction Ltd at a cost of £40,604.40 + VAT. An additional short linking path from the steps by the library entrance to join the new path was also approved by resolution at a cost of £1,300 + VAT.
- Whilst these paths are considered permitted development, certificate of Lawfulness applications have been submitted for both at a cost of £137.50 each.
- 2024/045 Multi play equipment Buryfield and Prestwood Rec** – the council noted the following update; the orders have been placed for both replacement equipment. It is expected that the Buryfield replacement unit work will commence end of the February beginning of March and will take approximately 3 weeks. Ideally the play area will be closed during this period. Contractor car parking has been agreed by the council under item 33.3 above. As this is a replacement unit and under 4m and 200m<sup>3</sup> a certificate of lawfulness is not required. A certificate of lawfulness has been submitted for the Prestwood Recreation Ground location, as this is a new installation, at a cost of £208.50. All planning costs were resolved by the council.
- 2024/046 Tree Request – Collings Walk** – a request from a resident regarding the height and safety of nearby trees to their house was noted. The arboriculturist’s report from summer 2023 does not highlight any safety concerns. The arboriculturist will be contacted for a further opinion.

- 2024/047 Request to use Buryfield – Scouts** – the request from Chiltern North Scout District to use the Buryfield on 21<sup>st</sup> April between 2.30pm and 4.00pm as part of their St George’s day parade was approved by resolution.
- 2024/048 Request to use Buryfield – Greens Funfair** – the council resolved the request for Greens Funfair to use Buryfield 20<sup>th</sup> May – 2<sup>nd</sup> June, with a village event on the whole Buryfield on Saturday 25<sup>th</sup> June.
- 2024/049 Request to use Buryfield – Community Event** – this request has now been withdrawn.
- 2024/050 Request to use Buryfield – Lighthouse** – the request to use Buryfield from Sunday 21<sup>st</sup> July – Monday 5<sup>th</sup> August was approved by resolution. It was agreed to meet with Lighthouse once the path has been installed around Buryfield to agree the planned layout, including the gap in the hedge.
- 2024/051 Request to use Ballinger Common – Bootcamp** – the request for a bootcamp Monday 9.15 & 12pm, Wednesday 9.15am and Fridays 10.30am at Ballinger Common was approved by resolution for review after 3 months. The cricket club have requested that the bootcamp is held on the football pitch area and this was agreed. No equipment is to be left at Ballinger Common, no equipment should be attached to bollards, goal posts, etc. If the grass condition is too wet then the car park should be used. Proof of insurance required from Lucie Carey and the usual monthly charges will apply.
- 2024/052 Repair Café – offer to varnish Prestwood Common benches** – this generous offer was accepted with thanks by the council.
- Finance and General Purposes**
- 2024/053 Stoke Mandeville & Other Parishes Charity** – the generous grant of £2,000 towards the Prestwood Recreation Ground multiplay equipment was noted with thanks.
- 2024/054 Prestwood Recreation Ground – lease obligations – Colts & Guides** – the council noted that Bucks Council have collected the rent from the Colts for the licence for Prestwood Recreation Ground pitch and storage container at £400 (01.02.24-31.01.25). The clerk is arranging for this to be paid to the parish council. The remaining rent due from the Colts for the pavilion (01.02.24-31.01.25 - £200) and the Guides for the hut (01.04.24-31.03.25 - £50) will be collected at the same rate as last year.
- 2024/055 Parish Office** – it was proposed and approved for quotes to be obtained to clear the parish office roof from moss, as it is falling onto the pathway.
- 2024/056 Parishes Online** – it was proposed to take a one year subscription to Parishes Online to access their mapping tools. The cost is £400 + VAT and will be reviewed after one year to review usefulness.
- 2024/057 Tennis Courts – Overpayment** – the overpayment error from the council to the tennis court contractor was noted. The contractor is not in a position to repay the council, maintenance work will be carried out this year and replacement tennis nets will be provided against the amount owed.
- 2024/058 Equals Money – top up for planning applications** – it was noted that in order to pay for the certificate of lawfulness applications £625 was transferred to the Equals money pre-paid card. This was agreed by Cllrs Hewett, Johnstone & Pither.
- 2024/059 Parish Warden** – the revised Parish Warden advert was reviewed and agreed to go ahead to advertising. This is phase 1 which is mainly administrative and inspection work. It was noted that phase 2 would require risk assessments, training and Health & Safety legal requirements to be in place for the more practical work, as required.

- 2024/060** **Legal Notices – L02-23** – Powers to fund work to property relating to the church – noted.
- 2024/061** **Payment of accounts for February 2024** – numbers **20-42** for a sum of **£42,606.37 (inc VAT)** were all agreed for payment and petty cash items for February of **£107.85** were ratified.
- Editorial Working Party**
- 2024/062** **‘The Source’** – a meeting for the next issue of The Source is planned for Thursday 15<sup>th</sup> February and all article suggestions are welcome. The timing of the meeting will also be discussed at the meeting.
- 2024/063** **Reports from Representatives to outside Groups**  
- **Stoke Mandeville & Other Parishes Charity** – following the sad death of Christine Plested, who represented the council, it was resolved that Lesley Cook would take on the role.
- 2024/064** **Clerk’s Report** – noted.
- Deputy Clerk’s intention to take the next 12 Wednesdays as annual leave, using up the holiday accumulated during the extended illness absence last year was noted.
  - The typo in the November 2023 minutes regarding the cost of the tree work was also noted and the correct value of £5,250.00 confirmed.

**2024/065** **Matters for information**  
None.

Meeting closed at 9.30pm

Future Meetings

- a) Planning Committee – 7.30 p.m. Monday 4<sup>th</sup> March 2024 – Great Missenden Memorial Centre
- b) Parish Council – 7.30pm Monday 11<sup>th</sup> March 2024 – Great Missenden Memorial Centre