



Agenda for Annual Parish Council Meeting

Monday 13th May 2024 @ 7.45pm

At Great Missenden Memorial Centre, Committee Room

Meeting Notice

All members of **Great Missenden Parish Council** are hereby summoned to attend for the purposes of considering and resolving upon the business to be transacted below.

Public Forum

- 2024/131 **Election of Chairman of the Council 2024-2025**
- 2024/132 **Election of Vice Chairman of the Council 2024-2025**
- 2024/133 **Apologies**
- 2024/134 **Declarations of Interest**
- 2024/135 **Appointment of Members to Committees and Working Parties**
- 2024/136 **Appointment of Members to local organisations**
- 2024/137 **Minutes of the meeting held on 8th April 2024 – for approval**
- 2024/138 **Matters arising**
- 2024/139 **Speed Signs/MVAS**
 - 1. Additional security – for noting
 - 2. Rota – for approval
 - 3. Maintenance contract – for approval
- 2024/140 **Memorial Centre – car park – gulley repair – quote - for approval**
- 2024/141 **Community Board – Wycombe Road, Prestwood – survey results – for noting**

- 2024/142 **Prestwood Community Centre (PCC)**
 - 1. Risk assessment & Health & Safety Policy – for review
 - 2. Legionella Risk Assessment – quote – for approval
 - 3. Car Park resurfacing – specification - for approval
- 2024/143 **The Cage – Quote for drawings for listed building consent application – for discussion**
- 2024/144 **Photography Project – update**
- 2024/145 **Pride Flags - draft response to email – for discussion & approval**
- 2024/145 **Future of The Source – for discussion**
- 2024/146 **Temporary Footpath Closure – Great Missenden no. 44 – for noting**
- 2024/147 **Draft Street Trading Policy – notification of extension of consultation – response requested**
- 2024/148 **Committee Meetings – request to consider timings**
- 2024/149 **Draft Equality, Diversity & Inclusion Protocol – for adoption**
- COMMITTEES - Planning**
- 2024/150 **1. Minutes of the meeting held on 7th May 2024 for approval**
 - 2. Cherry Trees, Broombarne Lane – request for formal representation to Highways
 - 3. SANG – notes from meeting – for noting
 - 4. Annual review of Terms of Reference – for approval
- 2024/151 **HS2- Update**
 - 1. Sinkholes - Align
 - 2. Chesham Road Intervention Shaft
 - 3. North Portal to the HS2 Chiltern Tunnel
 - 4. Wendover Roadworks
- Open Spaces and Lighting**
- 2024/152 **Open Spaces Minutes from 9th May 2024 - for approval**
- 2024/153 **Annual review of Terms of Reference – for approval**
- 2024/154 **Open Spaces Committee Meetings Dates – for approval**
- 2024/155 **Buryfield & Prestwood Recreation Ground – new paths – Update**
- 2024/156 **Guide Hut – update – for noting**
- 2024/157 **Allotments - Vehicles on allotments – for discussion**
- 2024/158 **Prestwood Nature – request for interpretation boards at Greenlands Lane – for approval**

- 2024/159 Prestwood Nature – request for open day 9th June – for approval
2024/160 Prestwood Nature – request for meeting regarding Sheepwash Pond, Prestwood
2024/161 Potter Row – Maple tree – report from resident – for discussion
2024/162 Lighthouse & Circus –dates – for approval
2024/163 Buryfield Adventure Play area – proposal to reposition benches & purchase new Benches

Finance and General Purposes

- 2024/164 Internal Audit report – for approval
2024/165 Approval of the Annual Governance Statement & Accounting Statements
2024/166 Parish Warden – update & additional costs – for approval
2024/167 Laptop – quote – for noting
2024/168 Risk Register & Asset Register – for review
2024/169 Standing Order & Financial Regulations including clerks delegated powers – for review
2024/170 Code of Conduct – for review
2024/171 Petty Cash – Requirement for – for approval
2024/172 Attendance Record – for noting
2024/173 Banking Arrangement – Signatories, Direct Debits and Standing order – for review
2024/174 GDPR – for review
2024/175 Subscriptions – for review
2024/176 Request for a grant – The Source – for approval
2024/177 Request for a grant – The Source – for approval
2024/178 Payment of accounts for May 2024

Editorial Working Party

- 2024/179 'The Source'
2024/180 Council Facebook – proposal to set up – for discussion
2024/181 **Reports from Representatives to outside Groups**
2024/182 **Clerk's Report**
2024/183 **Matters for information**
2024/184 **Confidential Items**

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted

- 2024/185 **Personnel Matters** – for approval & discussion

Future Meetings

- a) Planning Committee – 7.30 p.m. Monday 3rd June 2024 – Great Missenden Memorial Centre
b) Parish Council – 7.30pm Monday 10th June 2024 – Prestwood Village Hall

J. Hennessy - Clerk to the Council

7th May 2024

Email: clerk@greatmissendenpc.co.uk

Tel: 01494 864792