



**Minutes of the Parish Council Meeting
held on Monday 9th September 2024
Great Missenden Memorial Centre, Link Road
Great Missenden, Bucks HP16 9AE**

Public Forum: Representative from Lighthouse

Present: Cllr A Hewett - chair

Cllrs: C Bunting, J Gladwin, S Humphreys, M Johnstone, V Marshall,
K Pither, R Pusey, T Stevenson

2024/294 Apologies: Cllrs C Bains, L Cook, M Lee, V Martin, C Ormesher, S Rhodes

Also Present: J Hennessy, clerk

Not Present: Cllr I Lovegrove

2024/295 Declarations of Interest – Item 323 – Cllr K Pither

2024/296 Minutes of the meeting held on 12th August 2024 were approved and signed as a true record.

2024/297 Matters arising

- The receipt of £30,000 grant from the Community Board was noted. This is split between the projects for the path and multiplay equipment project at Buryfield and Prestwood Recreation Ground.
- The invoice from Scutum for the repairs to the Prestwood Community Centre intruder alarm for £241.47 + VAT was approved by Cllr K Pither, following the vandalism. It was suggested that this may be able to be claimed through the insurance company.
- The date for the photography exhibition was confirmed as 25th, 26th & 27th October at Prestwood Community Centre and this will be advertised in local publications and social media accounts.
- The double yellow lines at the top of Broombar Lane, Prestwood are due to be completed. A date is awaited for the lining.
- The repair to the wet pour at Gryms Dyke play area, Prestwood is due to take place this week.
- The following letters, agreed by council, have now been sent; a response to the library flex consultation, response to Martin Tett regarding use of glyphosate and a letter regarding the proposed change to the route of the 41 bus.
- A request from UKPN to site a generator on the parish owned land at London Road, adjacent to the electricity pole, to power the nearby houses for one week from 9th September, was approved under clerks delegated powers. UKPN have also sought permission from The Misbourne, will fence off the equipment and leave the footpath accessible.
- A reminder for the varnishing of the WI donated benches on Buryfield which Cllr Humphreys has volunteered to undertake.

2024/298 Memorial Centre

1. Agreement – the drafting of the new agreement between the parish council and the Memorial Hall charity is still ongoing. The solicitor is investigating specific points contained in the original trust deed and management agreement from the 1950s. Further information from the building of the hall at Buryfield in 1970's has been requested.

2. Annual water testing – update – the annual water testing at the Memorial Centre has been approved for £568.50 + VAT provided by Chiltern Water Ltd. This will involve 2 x sampling this year.

2024/299 Speeding – Lodge Lane, Prestwood – email from resident – the request from a resident adjacent to Lodge Lane requesting speed restrictions or speed prevention measures was discussed. Cllr Pither volunteered to meet with the resident to discuss their concerns.

2024/300 Prestwood Community Centre

1. Vandalism – update - the clerk has meet with Harcross and their specialist door contractors last week to discuss the design. A specification is awaited for the replacement door.

2024/301 Bucks Council - Local Cycling and Walking Infrastructure plan – consultation - Individual responses to the online consultation were agreed as was a suggestion to include a walking route from Prestwood to Kingshill, as this is a busy road with no pavement. Cllr Bunting will draft a suggestion to put forward.

2024/302 Misbourne Greenway village gateway feature – this was discussed and further information on the design and the plans for the current village sign were requested from Sustrans, who are proposing to install the feature, before the council could agree to adopt it.

2024/303 Ballinger – speeding – request from resident – the request to refresh the 30mph roundels at this site and for an additional 30mph sign was discussed. It was agreed to refer the roundel refresh to the Bucks Council Local Area Technician and to advise resident that the South Heath Residents Association are applying for a grant for a 30mph road sign to be sited near this area.

2024/304 Speed signs – update – the four proposed locations were agreed to site the speed signs, two in Prestwood and two in Great Missenden. Further padlocks would be required and a sum of £150 was agreed as a maximum budget for any padlocks required.

2024/305 Bucks Council woodland creation in Great Missenden – the proposed new woodland at Innisfree (in Great Missenden on the east side of the A413, close to the Chiltern Hospital junction). It was agreed to suggest that street planting is also useful and to remind Bucks Council of the request for planting at the location suggested along Kiln Road, Prestwood.

COMMITTEES - Planning

2024/306 Minutes of the planning committee meeting held on 2nd September 2024 were approved and will be signed at the next planning meeting.

2024/307 NPPF Consultation – for discussion – the draft response was discussed and all councillors will be reminded to submit any comments by 16th September in order for the response to be sent before the close of the consultation on 24th September.

2024/308 HS2- Update

1. Grim’s Ditch Visit – a report was given of a recent visit of four councillors to this site as the archaeological group investing the site are nearly the end of their site investigations. The section that has been excavated revealed soil samples dating back to the Iron Age but all findings will be released at a later date by HS2. The aim is to develop a historical virtual tour of the site with the help of the Bucks Archaeological Society.

2. Viaducts Construction – Wendover Dean viaduct – is 450m long with 9 piers. It’s construction continues. The current stage of the process is to lower the deck onto

the piers. Small Dean Viaduct – this will carry the HS2 line across the A413, Small Deans Lane and the Chilterns rail line. The structure is being assembled alongside the A413 and will be pushed across the piers over the A413 and Chiltern Line in one operation starting at the end of January 2025, likely to start 31st January 2025. The A413 will be closed as the viaduct is pushed over it. A shared foot and cycle path will also be delivered alongside the main A413 here and will form part of the Misbourne Greenway project.

3. Align Drop-in Sessions – Gream Missenden Memorial Hall on 24th September and 27th November from 5pm – 7pm.

4. HS2 supporting the community – Align have continued to work with residents in South Heath to discuss community investment options. The South Heath Road Safety Action Group have submitted an application to the HS2 Road Safety Fund for a number of road safety initiatives in South Heath. A number of other projects have been suggested and Align are liaising with Highways regarding land and suitable locations.

Open Spaces and Lighting

2024/309 Prestwood Recreation Ground

1. Dropped kerb – quotes for approval – the council resolved the location of the Gryms Dyke dropped kerb to access the path on Prestwood Recreation Ground. This location has been approved by the Bucks Council Highways Local Area Technician. The cost of the licence was also approved at £354. The quote of £1,200 from Ben Putnam was also resolved by majority vote.

2. Chain fence repair – quote for approval – the quote from Sexton Fencing for £340 + VAT to repair the gap in the chain link fence on Prestwood Recreation Ground, on the boundary near the houses adjacent to Wrights Lane was resolved by majority vote. The chain link fencing will come on a 25 mtr roll and therefore there will be fencing left over for future jobs.

3. Collapsible bollard repair – quote for approval – the quote for a replacement bollard was considered. It was suggested that a quote from a steel fabricators for the lockable socket foundation should be sought. Two local fabricators were suggested.

2024/310 Allotments:-

1. Allotment Competition presentation prior to November meeting – budget for catering - it was resolved to hold the presentation for the allotment competition winners on 11th November prior to the council meeting at 6.30pm. The budget for the catering for the event was resolved as £60.

2. Chequers Lane – plot 11 - Shed request – this request was approved.

2024/311 Lighthouse – request to use Buryfield 2025 – the request for the dates for 2025 for Lighthouse to use Buryfield were discussed. It was resolved to agree from Wednesday 23rd July – Monday 4th August (inclusive). The fence around the site will be installed either Thursday 24th or Friday 25th July. It was noted that there had been a problem with the drains at the Memorial Centre during this years visit and as Thames Water have already acknowledged a hydrostatic overload on the drains in Great Missenden, Lighthouse will be requested to make provision for their toilets to have their own tanks for drainage. This was resolved by majority vote

2024/312 Buryfield – vertidrainage – the quote from Agripower to vertidrain Buryfield for £615.00 + VAT was resolved.

2024/313 Email from Circus – the comments from the Circus after their recent visit were discussed, including any repeat visit not happen at the same time as any football

matches, and it was agreed to arrange a telephone call with the chair and the circus to discuss this.

- 2024/314 Ballinger Common – request for path & car park surfacing repairs** – it was agreed that there was not sufficient room for the path route proposed by the resident. Cllr Johnstone will contact the resident. With regards the car park surfacing, quotes will be arranged once the contractor for the Prestwood Community Centre car park surfacing has been agreed.
- 2024/315 Streetlight – Electricity Contract – unmetered contract** – it was noted that SSE, the current supplier, has now ceased offering unmetered supply contracts as are many other suppliers. This is in part due to an Ofgem requirement for non half hourly unmetered supplies to move to metered half hourly supplies by February 2025. The clerk will continue to try and find a supplier for the streetlights, however advised that this may not be possible before the 30th September and therefore a rise in the charges may be inevitable.
- 2024/316 Request to clear vegetation at entrance to Misbourne** – following an email from a parent of The Misbourne, the quote for £90 + VAT from Sexton Fencing to cut back the vegetation on the parish owned land at the exit to the school was resolved.
- 2024/317 Kiln Common – post & wire fence repair** – the quote to repair the boundary fence along the side of Kiln Common (by the houses) with approximately 33m of post and wire fencing for a cost of £645.00 + VAT was approved by resolution.
- 2024/318 Tree survey – quote for 18 month survey** – the quote from MacIntyre Trees Ltd to carry out the 18 month survey of £1,250 + VAT was resolved by majority vote.
- Finance and General Purposes**
- 2024/319 Conclusion of external audit – 2024-24** – Cllr Johnstone reported that the external auditors had completed their audit and had not found any matters that gave cause for concern. The public posting of the conclusion of the annual audit and accounts were noted. Thanks were recorded for the clerk/Responsible Financial Officer for her diligence in keeping the books and the submission of the figures for the audit.
- 2024/320 Parish Office – kitchen/toilet flooring** – the quote from Cromar Carpets to replace the flooring in the parish office kitchen and toilet, following two leaks last year, was resolved at a cost of £456.00 + VAT.
- 2024/321 Payroll – charges update** – the increase in the annual payroll charge from DM Payroll Services to £156/year was approved by resolution, as was the updated terms of the contract.
- 2024/322 Parish Warden** – the following were all agreed by resolution:-
- The successful completion of the probationary period of the parish warden
 - The increase in hours of the parish warden from 10 to 15 hours following the three month review of the post
 - The resolution that the parish warden post would be eligible for the Bucks Council Local Government Pension Scheme
 - £120 cost for the parish warden to complete the Introduction to Local Council Administration qualification in his own time.
 - For the council to provide fleeces with the logo embossed to make the warden and clerks more visible in the community. Quotes will be provided.
- 2024/323 Request for Grant – Plan-It Prestwood** – the grant for £2,115.00 for the lights for the tree outside DC Kaye Solicitors in Prestwood was approved by resolution for Plan-It Prestwood.

- 2024/324 Budget Ideas** – Cllr Johnstone reminded everyone to send through budget requirements for 2025/26.
- 2024/325 Legal Notices – Contract Law** – update from NALC was noted.
- 2024/326 Payment of accounts for September 2024** – numbers **119-140** for the sum of **£26,868.59** (inc VAT) were all agreed and petty cash items of **£52.05** were ratified.
- Editorial Working Party**
- 2024/327 ‘The Source’** – the postponement of the next issue of The Source to November was noted. This is whilst The Source changes it’s status from a community interest company to a charity.
- 2024/328 Reports from Representatives to outside Groups** – none.
- 2024/329 Clerk’s Report** – noted.
- 2024/330 Matters for information** – none.

Meeting closed at 9.10pm

Future Meetings

- a) **Planning Committee – 7.30 p.m. Tuesday 30th September 2024 – Great Missenden Memorial Centre**
- b) **Parish Council – 7.30pm Monday 7th October 2024 – Prestwood Village Hall**