

Minutes of the Parish Council Meeting held on Monday 11th November 2024

Great Missenden Memorial Centre, Link Road, Great Missenden HP16 9AE

Public Forum: Representative of Prestwood Community Association

Two residents regarding speeding in Prestwood

Present: Cllr A Hewett - chair

Cllrs: C Bains, C Bunting, J Gladwin, M Lee, M Johnstone, M Lee, V Marshall,
C Ormesher, R Pusey, T Stevenson

2024/368 **Apologies** – Cllr Pither, Lovegrove, Martin, Cook & Humphreys

2024/369 **Declarations of Interest**

Item 375 – Cllr Gladwin

Item 400 – Cllr Hewett

2024/370 **Minutes of the meeting held on 7th October 2024** – were approved and signed as a true record.

2024/371 **Matters arising**

- The clerk reported a delay in applying for the streetworks licence for the dropped kerb on Gryms Dyke, Prestwood, due to a delay in the paperwork from the contractor. The paperwork is expected in the next couple of weeks.
- All four of the moveable speed signs are now on display in the parish
- GMVA thanked the council for their kind grant of £750. They will request payment of the grant closure to the start of the project.
- A recent enquiry has been received regarding changes in catchment area priorities for the High Wycombe Royal Grammar School. Cllr Stevenson is offering advice.
- James Town circus have advised that they will not be visiting in 2025 and will be in touch next year regarding a date for 2026.
- The parish council have been offered a stand at the Bucks Council Proud of Bucks award ceremony on 5th December @ 6.30pm in Hazlemere.
- The council noted the resignation of Cllr Rhodes and asked for thanks to be recorded for all his hard work and letter writing. The legal process will be followed to report the casual vacancy, noting that it is within six months of an election.
- A complaint has been received regarding the new lights at Rignall Road garage. Cllr Hewett will discuss this with the garage.

2024/372 **Speeding – Wycombe Road, Prestwood** – Cllr Bains updated the council following recent discussions with Bucks Council. Estimated costs for the reduction of speed to 30mph were given as between £20,000 - £30,000. This is for the length of Wycombe Road from Peterley crossroads to Lodge Lane. It was proposed that an earmarked reserve was created for this project. This was unanimously resolved and that a formal request to start the commissioning of this project is sent to Bucks Council. Cllr Bains also offered to investigate funding sources from local businesses.

2024/373 **Speeding – Martinsend Lane** – request for additional 30mph repeater sign was discussed. Bucks Council have advised that they do not routinely add additional signs. It was agreed to measure the distance between the existing signs and also to contact Bucks Council regarding the need for road signs to be cleaned. All requests for road signs to be cleaned should be added to Fix My Street. A future article in The Source regarding this was suggested.

- 2024/374 **Prestwood Community Centre**
1. Vandalism – the replacement door is ordered and a delivery date awaited. The insurance company has reimbursed the two initial invoices for works which were required to make safe the building, a total of £461.47. The police have closed the crime report with no further action due to the age of the suspects.
2. Car Park surfacing –following the receipt of further quotes, as requested at the October meeting, the contract was awarded to Southern Landscapes for a value of £12,200 + VAT. This was the amount resolved at the October meeting to replace the surfacing at the Community Centre. This will be carried out early spring 2025.
- 2024/375 **Sustrans – Village Gate** – the council discussed the further information on the proposed new village gate on Aylesbury Road, along with the additional information provided by Sustrans. The council resolved the following:-
 - The new village entrance sign should be in the style of a gateway (same as that on Link road) to be installed on Aylesbury Road and would be adopted and maintained by the parish council
 - Request additional 30mph signs before the crossing point, warning motorists of the crossing rather than the presence of the village
 - Install dragons teeth on the road before the 30mph signThis will be confirmed in writing to Sustrans.
- 2024/376 **2025 – Meeting Dates** – the dates for the 2025 meetings for planning, full council, Open Spaces and Finance committees were resolved and will be published as part of the requirement of notification of meetings.
- 2024/377 **Remote Meetings** – Survey for completion – the parish council agreed that to have the option of holding meetings remotely would encourage attendance at meetings, particularly for those councillors and residents who have caring responsibilities. It was felt that the parish council should have the authority to decide itself how meetings should be run for the benefit of the community. It was agreed to send a council response in an email.
- 2024/378 **Buryfield Car Park** – annual account for 2023-24 – the income of £792.19 inc VAT for 2023/24 was noted.
- 2024/379 **Parking**
1. Free parking – the new arrangements for free parking arrangements in Bucks Council’s car park in 2025 were noted. Two dates will be 2nd & 3rd Saturdays in December and the parish council can nominate two further dates. These will need to be submitted to the Community Board for a decision by 31st January. Legacy arrangements are in place for 2024 and the parish council agreed for Saturday 23rd & 30th November, Saturday 7th, 14th & 21st of December. Posters were requested to be displayed in the car parks ahead of the closures.
2. Prestwood Car park – email from resident regarding the payment machine in the car park in Prestwood which has not been working on and off over the last six months. It is working now. There was also a query regarding the use of the electric charging vehicles. Comments will be passed on to Bucks Council.
- 2024/380 **Highways Conference** – feedback – Cllrs Bains & Johnstone updated the council on the recent Bucks Council Highways Conference.

COMMITTEES - Planning

- 2024/381 **Minutes** of the meeting held on **4th November 2024** were approved as a true record and will be signed at a later date, with an amendment to the comments of two tree applications.

2024/382

HS2- Update

1. Chesham Road Intervention Shaft – an update was given on the purpose and use of the tunnel shafts. There had also been a report of light pollution after 7pm – which the contractors, Align, have been reminded of and agreed to do. The mechanical and electrical installations to be finished by the end of December 2024, the landscaping to start early 2025 and Align to demobilise from the site by March 2025.

2. General Issues – Wendover Green Tunnel – HS2 Ltd have confirmed that EKFB will continue with the works beyond the north portal, including the Wendover Green Tunnel. UKPN are scheduled to join the power lines on Frith Hill on approximately 16th December. Leather Lane Overbridge – the Schedule 17 is still scheduled to be submitted in the spring of 2025. Align have presented designs to HS2 & Bucks Council however these designs are not publicly available. A recent visit with the Construction Commissioner, Sir Mark Worthington discussed communication difficulties and delays. HS2 Ltd are considering hiring an independent environment advisor/contractor to tackle green issues and to provide continuity after the line has been built.

3. Small Dean Viaduct – Starting on 30th January 2025 the viaduct is to be pushed over the A413, the Chiltern Railway Line and Small Dean Lane. This will involve closure of the A413 for one day and Chiltern Rail for two days.

4. Communication/Engagement – an online webinar is planned for Wednesday 13th November at 6.30pm presented by Align. There is a drop in session on Wednesday 27th November 5pm-7pm at Great Missenden Memorial Centre.

5. HS2 Social Value – with the demobilisation of the South Portal and other sites materials are becoming available for donation to the community.

Open Spaces and Lighting

2024/383

Minutes of Open Spaces committee meeting held on **23rd October 2024** were approved as a true record and will be signed at a later date.

2024/384

Buryfield Adventure Play Area – replacement trim trail –the quotes were discussed. It was agreed that, in line with regulations, this project will need to be advertised on Contracts Finder as, with the inclusion of bonded rubber surfacing the price is likely to exceed £30,000 including VAT.

2024/385

Quarterly play inspections – the recommendation that the weekly visual play inspections and the annual external play inspections should continue, and that the parish warden and the grounds contractor should attend training in the future was resolved.

2024/386

Buryfield Adventure Play Area – the basket swing has cracked and it was noted that the chains are worn. The seat and chains have been removed on safety grounds. The quote from Southern Landscapes for a replacement basket swing of £2,448.00 + VAT and the TigerMulch surfacing of £1,822.00 + VAT was approved by resolution.

2024/387

Prestwood Common – astro surfacing replacement – the five quotes were discussed and the quote from Southern Landscapes for £13,718 + VAT was approved by resolution. This is for a tarmac surface, painted green and line marked. The work will be carried out in spring 2025 .

2024/388

Prestwood Colts – Request to use Common & Recreation Ground – this request for use of Prestwood Common & Recreation Ground from Friday 6th June – 8th June 2025 was approved by resolution.

- 2024/389 **Pottery Exhibition** – the request for posters on Buryfield to advertise the upcoming pottery exhibition for two days on 23rd and 24th November was approved.
- 2024/390 **Buryfield Recreation Ground** – replacement bollard – the quote for a replacement lockable bollard of £550 + VAT from Sextons was resolved. Three companies had been approached for bespoke steel fabricating the ground base unit but none had been able to assist.
- 2024/391 **Allotment Ragwort policy** – as per the recommendation from the Open Spaces Committee, the current ragwort policy will remain; allotment holders are responsible for controlled weeds and invasive plant removal from their own plots and allotment inspections will continue to include a ragwort assessment.
- 2024/392 **Greenlands Lane - central fence repairs**– the landowners preference to repair the existing post and wire fence, like for like, was resolved. It was suggested that a hedge could be planted along south eastern boundary of Kiln Common, to increase biodiversity and a future proposal will be provided by Cllr Bunting for consideration by the council. The landowners will then be approached for their agreement.
- 2024/393 **Streetlight – Electricity Contract** –Ecotricity have provided a one year contract for the 3rd meter, which is also non half hourly. This was approved by resolution.
- 2024/394 **Hedge cutting** – the recommendation to cut the parish’s hedges once a year was approved. It was agreed that this should be in, or after, November/December, to allow for frosts. This will encourage biodiversity gains from berry producing hedges and also the ground may be harder for tractors to drive on. The biodiversity policy will also be reviewed in line with this.
- 2024/395 **Open Spaces Tender 2025-28** – the closing date for receiving these tenders is Friday 15th November at midday. A meeting is arranged for Monday 15th November to open and review all tenders received. Please advise the clerk if you would like to join the meeting.
- Finance and General Purposes**
- 2024/396 **Minutes of Finance Committee meeting 31st October 2024** – were approved as a true record and will be signed at a later date.
- 2024/397 **Draft Budget 2025-26** – the first draft of the budget, following the Finance Committee meeting on 31st October, was discussed, along with a request for any additional budget lines or reserves. The speed reduction on Wycombe Road, agreed under item 372 will need to be added to reserves. Cllr Johnstone will make the requested amendments and await the release of this years’ tax base by Bucks Council and it is hoped that a revised budget will be presented at the December meeting.
- 2024/398 **Lloyds Bank Account** – the main account is a treasurers account and Lloyds Bank have notified the council that this will be changed to a Business account on 14th January 2025. This will carry a monthly charge of £8.50 and also charges for electronic, cash and cheque payments, with a 100 electronic payments free per month. The parish council average between 25 – 40 payments a month, except during allotment renewal time. It was agreed to review the cost of these charges after a year.
- 2024/399 **Internal auditor** – the quote from Bridget Knight of £220 to carry out the internal audit for 2024/25 on the same scope as last year was resolved.
- 2024/400 **Request for a grant – Great Missenden Chamber of Trade** – the grant of £7,000 for the Great Missenden Christmas event, electrical testing of light sockets on the High Street, Christmas lights for the tree outside the library and all associated permits and insurance was approved by resolution.

- 2024/401 **Request for a grant – Plan-it Prestwood** – the grant for £3,947.77 for the Prestwood Christmas event including staging, printing, signage, raffle licence, marquee hire and public liability was approved by resolution.
- 2024/402 **Request for a grant – Prestwood Community Association** – the request for a grant of £673.88 of start up costs, printing and designing leaflets, website costs, flyers, hall hire and catering was approved by resolution.
- 2024/403 **Pay Scales – NJC Agreement** – the contractual pay increase across all pay scales, back dated to 1st April was noted.
- 2024/404 **DBS Service – annual fee** – the annual fee of £45 was approved and a request for any further DBS checks to be forwarded to the clerks. The DBS service is renewed until October 2025.
- 2024/405 Payment of accounts for **November 2024** numbers **162-192** for the sum of **£115,278.22 inc VAT** were all agreed and sundry items of **£144.41** were ratified. The grants approved in items **400, 401 & 402** will also be added to the above payments for November.
- Editorial Working Party**
- 2024/406 **1. ‘The Source’** – the update on The Source’s transition to a charity was noted. It is hoped that the next edition will be early in the new year.
- 2. Photography Exhibition** – Cllr Lee & Bains reported on the success of the recent exhibition at Prestwood Community Centre and it was agreed that it will also be held in Great Missenden in 2025.
- 2024/407 **Reports from Representatives to outside Groups** – none.
- 2024/408 **Clerk’s Report** – noted.
- 2024/409 **Matters for information** – none.

Meeting closed at 10.00pm.

Future Meetings

- a) **Planning Committee – 7.30 p.m. Monday 2nd December 2024 – Great Missenden Memorial Centre**
- b) **Parish Council – 6.30pm Monday 9th December 2024 – Great Missenden Memorial Centre**