



**Minutes of the Parish Council Meeting**  
**held on Monday 7<sup>th</sup> April 2025 @ 7.30pm**  
**Prestwood Village Hall, Wycombe Road**  
**Prestwood HP16 0NZ**

**Public Forum:** Representative of Prestwood Community Association  
Representative of Lighthouse

**Present:** Cllr A Hewett - Chair  
Cllrs: C Bunting, C Bains, L Cook, M Everitt, M Johnstone, K Pither, M Lee, I Lovegrove, V Marshall, V Martin, R Pusey, T Stevenson  
Also present: Jane Hennessy, clerk

2025/104 **Apologies** – Cllr J Gladwin, S Humphreys, C Ormesher

2025/105 **Declarations of Interest**

Item 108.2 – Cllrs Pither & Cook

Item 110 – Cllr Bunting

Item 136 – Cllr Hewett

Item 137 – Cllrs Pither & Everitt

2025/106 **Minutes of the meeting held on 10<sup>th</sup> March 2025** – were approved and signed as a true record.

2025/107 **Matters arising**

- Damage to approximately 10m of the fencing around the Buryfield skate park was reported. Sextons have removed the damaged posts on safety grounds, £100 +VAT was approved by Cllr Pither. Sexton have quoted £762 + VAT to reinstate new fencing. This will be resolved under clerks delegated powers.
- Chiltern Arts wrote to thank the parish council for the recent grant.
- The Police & Crime Commissioners Community Fund have advised that the recent grant application was unsuccessful.
- All three wards are uncontested at the upcoming elections, with two vacant seats in the Prestwood & Heath End ward. It was agreed to advertise the vacancies and plan to co-opt at the June meeting. Thanks were asked to be recorded to retiring councillors I Lovegrove, T Stephenson and S Humphreys for all their time and commitment to the council.

2025/108 **Prestwood Community Centre**

**1. CY Ventures** – Request to waive hire charges – the hire charges for the group that run a monthly youth session at the Community Centre were waived by resolution for 2025. A deposit is held for the group.

**2. Repair Café** – Risk assessment – the monthly repair café submitted their risk assessment, particularly highlighting the use of the electric sharpening wheel and mitigation measures for the any sparks. This was accepted by the council. The council's insurers will also be advised.

2025/109 **Great Missenden Memorial Centre – roof clean** – the quote from The Roof Moss Cleaners for £1,245.83 + VAT was approved by resolution.

2025/110 **Land at London Road – PEACE CIC – update** – it was proposed that one of the directors of PEACE sign a tenancy agreement for the two allotments at Greenlands Lane, with the usual terms including deposits. This would enable the group to start cultivating, once the paperwork is signed. Legal advice will be sought to create a tenancy agreement for an organisation and once agreed this will replace the ordinary tenancy agreement. This was resolved by majority vote. PEACE were reminded that if any third party contractors were used then copies of insurance documents would be required.

- 2025/111 **Red Lion/Station Road/SANG – Abbey Park, Great Missenden – update** – the request for a letter of support to permit the developer access through the railway station to the Red Lion development was resolved. This is to mitigate disruption and harm to the High Street. The contents of the letter were agreed and it will be sent urgently. It was also suggested that the proposed SANG should be limited to dogs on leads to protect the wildlife. A meeting with Bucks Council has been requested to ensure that the parish council are still being considered for the future management of the SANG.
- 2025/112 **HS2 Road Safety Fund** – London Road Great Missenden – Cllr Hewett reported on the recent meeting with Bucks Council & Atkins to review measures which could be implemented along London Road to increase road safety. It was advised that there is not a large amount of funding available, but uncontrolled crossings and signage were discussed.
- 2025/113 **Guide Hut – update** – Cllrs Hewett & Pither updated the council on a recent meeting at the guide hut. A decision about its future from January 2026 would need to be made by September 2025 in order for all parties to make plans. It is noted that there may be a possible approach from the district scout group for the lease. If this is not agreed then there is work needed to the guide hut in order to make it available for general hire.
- 2025/114 **Great Missenden** – Parking Enforcement – it was resolved to contact Bucks Council to request increased on street parking enforcement, particularly outside Co-op Prestwood, Great Missenden High Street and Station Approach.
- 2025/115 **Application for New Premises License** – the application for an alcohol distribution premises licence in Winslow Fields was discussed. It was resolved to respond with concerns over noise and disruption to adjacent residents by delivery vehicles and request reduced hours (current 8am-6pm 7 days a week).

#### **COMMITTEES - Planning**

- 2025/116 **Minutes** of the meeting held on **1<sup>st</sup> April 2025** – were approved and will be signed at a later date.
- 2025/117 Bucks Council Planning Portal – the announcement from Bucks Council that public comments will not be displayed on the planning portal were discussed. It was resolved to send an objection to this decision on the grounds that this information assists others to make informed decisions on applications.
- 2025/118 **HS2- Update**
- 1. The Ellesborough Road cutting** – an 18m deep cutting is being dug out under the old Ellesborough Road. Work has also started on the foundation of the Wendover Green Tunnel with a large concrete slab being created to form the southern section of the tunnel. The excavation of the northern section of the Green Tunnel up to Nash Lee Lane is still on hold until the Environment Agency has determined the impact of the Green Tunnel on the ground water from the Coombe Hill aquifer.
  - 2. Dobbins Lane and the ‘Spring Chamber’** – A large spring chamber has been proposed on the other side of the Green Tunnel between the end of Dobbins Lane and the Kings Farm Shop and is now the subject of a public consultation due in part to the amount of construction traffic required to create the 3m diameter concrete chamber in the field at the end of Dobbins Lane.
  - 3. Small Dean Viaduct** – The viaduct is being slowly lowered in 20cm stages onto its final position at each pier involving overnight closures of the A413. Work is expected

to continue over the Easter holiday during the closure of Chiltern Railway and the final realignment of the A413 road will take place in the summer.

**4. Rocky Lane overbridge** – Rocky Lane will be closed up to Monday 18<sup>th</sup> August, the concrete deck taking the railway over Rocky Lane has been poured.

**5. Roadworks** - the upcoming A413 overnight road closures were noted for April & May. As was the closure of the A413 at the Link Road roundabout for repairs to the failed road surface. Overnight road closure is planned from 25<sup>th</sup> April – 5<sup>th</sup> May and a request for this to be revised to overnight lane closures rather than full road closure has been made to Bucks Council Highways a response is awaited.

**Open Spaces and Lighting**

2025/119 **National Allotment Association** – following the need for advice on chickens and a recommendation from BALC, a membership to the National Allotment Association has been taken out. This annual cost is £85 and this was approved by Cllr Pither. The council resolved that this membership should continue annually until further notice.

2025/120 **Allotments**

**1. Chickens** – update – following confirmation from the National Allotment Association it was confirmed that the council cannot legally refuse permission for a tenant to keep chickens on their plot. However, a policy is recommended to allow the council to ensure that nuisance is kept to a minimum and that the welfare of the birds can be ensured. The policy will be discussed further at the Open Spaces Committee meeting and a draft policy created for council approval

**2. Nairdwood Lane – replacement fencing at rear of site** – the quote from Jake Bowden of £1,875.00 + VAT for 12 metres of close boarded fencing panels on concrete posts with gravel boards and anti climb spikes was approved by resolution. It is likely that this work will now go ahead in autumn.

**3. Nairdwood Lane – shed request** – The request for a shed on 18A was approved.

2025/121 **Dog Waste Bin request – Peterley Lane** – Update – following a response from Bucks Council advising that a dog waste bin would be appropriate in this area, not a litter bin. The council resolved to continue with this purchase.

2025/122 **Dog Waste Bin request – Rignall Road** – for consideration – the request for a new dog bin on Rignall Road at the entrance to footpath GMI/1(F)/10 was approved, as were the costs of £355 + VAT for the new bin and £133.00 + VAT for the annual emptying charge. It was noted that these are 24/25 charges and there is likely an increase for 25/26.

2025/123 **Benches – consider refurbishment options** – the benches in the parish on Prestwood Rec and Common, Buryfield in Great Missenden and Clare Road on the junction with Wycombe Road were discussed. The clerk was asked to obtain the cost of either sanding and varnishing or sanding and oiling for the council to compare. There are seven 2020 wooden benches and one plain bench currently being considered for refurbishment.

2025/124 **Ballinger Car Park resurfacing** – quotes – these were discussed and the quote for £13,400 + VAT from Southern Landscape was approved by resolution.

2025/125 **Trees – Peppard Meadow** – request from resident for reduction on safety grounds due to their height was discussed by the council. The opinion from the arboriculturist did not note any defects that would predispose them to premature failure and from a risk reduction viewpoint there is no evidence to indicate any works necessary at present. The council resolved to not carry out any work on the trees at present.

- 2025/126 **Greenlands Lane – Prestwood Nature – request for compost area** – the council approved the request for an additional 10ft x 5ft composting area adjacent to the pollinator friendly garden at Greenlands Lane. The land owners will also be made aware.
- 2025/127 **Buryfield Adventure Play Area – benches & installation** – the request for 3 metal picnic benches to replace the existing benches was approved by resolution at a cost of £815 per bench and £350 delivery + VAT, from White Hill Direct. Further quotes for the removal of the current benches and installation of the new benches on concrete plinths will be requested.
- 2025/128 **Lawn Cemetery – charges** – it was noted that Bucks Council have significantly increased the costs of purchasing a grave at the cemetery. It was also discussed that the time spent by the deputy clerk has also increased, particularly with the transfer of grave ownership process. It was agreed for this to be discussed at the Open Spaces meeting and to review the management charge.
- 2025/129 **Request to use Buryfield – Great Missenden School** – the request from Great Missenden Combined School to run a cross country event on Buryfield on 9<sup>th</sup> May was approved by resolution.
- 2025/130 **Use of Buryfield – Lighthouse – toilet update** – the mitigation measures suggested by Lighthouse to continue to use the drains for their toilets, instead of hiring tanks as was previously requested by the council, were approved. Proof of insurance for these mitigation measures was requested.
- 2025/131 **Annual Tree work** – the quote from A Ellis Tree Surgery for the routine recommended tree work for £2,750 + VAT was approved. A planning application for the Buryfield trees will be submitted.
- Finance and General Purposes**
- 2025/132 **Legal Update** - The Procurement Act 2023 and the Procurement Regulations 2024 – noted.
- 2025/133 **Website Accessibility – update** – the need for the parish council website to adhere to the recently updated Website Compatibility Accessibility Guidelines (WCAG 2.2AA) was discussed. A quote from Orbit Carrot for £580 was approved as was the updated Accessibility Statement.
- 2025/134 **Donation from filming company** – the donation of £1,000 from Switzerland The Film Ltd was noted. It was agreed to put this in an earmarked reserve for a project that would reflect the arts and benefit the community.
- 2025/135 **Investment Strategy – for review** – this was reviewed and accordingly adopted.
- 2025/136 **Request for grant – The Source** – the grant for £870 for printing of a recent issue of The Source was approved by resolution and will be included with this months payments. Thanks were asked to be recorded for the new team that are now involved with organising The Source – it is felt by all to be a valuable community asset.
- 2025/137 **Request for grant – Prestwood Community Association (PCA)** – the request for £4,333.40 for a Prestwood picnic in June with live music, craft stalls, vintage cars, bar, etc was discussed. It was resolved to grant £3,000 to this project, with the offer that if the remaining funds are not found from other sources then the PCA are invited to re-apply for the remaining funds. This grant will be allocated from general reserves as not included in the budget.

- 2025/138      Payment of accounts for **March Final - 2025** numbers **283 – 295** for the sum of **£7,339.70** (inc VAT) and **April 2025** numbers **1 – 28** for the sum of **£22,480.65** (inc VAT) were all agreed and sundry items of **£141.40** ratified.  
**Editorial Working Party**
- 2025/139      ‘The Source’ – Cllr Hewett invited the submission of articles.
- 2025/140      **Reports from Representatives to outside Groups**  
- Great Missenden Village Association – AGM on 29<sup>th</sup> April
- 2025/141      **Clerk’s Report** - noted.
- 2025/142      **Matters for information** – none.

**Meeting closed 9.50pm**

**Future Meetings**

- a) **Planning Committee – 7.30 p.m. Monday 28<sup>th</sup> April 2025 – Great Missenden Memorial Centre**  
b) **Annual Parish Meeting – 7.15pm Monday 12<sup>th</sup> May 2025 – Great Missenden Memorial Centre**  
c) **Annual Parish Council Meeting – 7.30pm Monday 12<sup>th</sup> May 2025 –**  
**Great Missenden Memorial Centre**