

**MINUTES OF THE HAMBLEDEN PARISH COUNCIL MEETING**  
**Held on Monday 9<sup>th</sup> July 2018 at 8.00 pm in the Village Hall, Hambleden**

PRESENT: Mr J Jackson (Chair), Mrs S Walker-Allies, Mrs L Mann, Mr C Hussey, Cllr S Webb, Mr D Broad,  
Mrs J Nixey.

Mrs L Coldwell – Clerk

2 members of the public

**Minute 8989 Public Question Time**

The applicant for Murrage Farm attended to discuss his planning application. A resident from Frieth attended the meeting to express an interest in the vacancy for the South ward.

**Minute 8990 Apologies for Absence**

Cllr Armstrong and District Cllr Whitehead. Apologies accepted.

**Minute 8991 Declaration of disclosable pecuniary and personal interests by Members relating to items on the agenda**

Cllr Nixey declared an interest in planning application 18/05419/FUL, Moorend Farm.

**Minute 8992 To confirm and sign the Ordinary June Parish Council Meeting, held 11<sup>th</sup> June 2018**

The draft minutes were amended as per Cllr Hussey's suggestions for minute 8980. The minutes for the meeting held in June were agreed by the Councillors as a true record and signed by the Chairman.

**Minute 8993 To Report on Matters Arising from Previous Minutes which are not on the Agenda**

Cllr Nixey did forward apologies via email to the Chair and Clerk before the June meeting, but unfortunately this email did not deliver.

Minute 8881 The handyman should this week install the signs on Ellery Rise.

Minute 8935 Resurfacing works in Hambleden village are likely to be the last week in August or first week in September, although TfB have not yet confirmed.

Minute 8966 3. Clerk is in the process of obtaining quotations from 2 firms for costs of running the toilets in Mill End. Clerk has been told that weekend and summer holiday opening only for 1 toilet in Marlow costs Marlow Town Council approximately £2750 per year.

Action:Clerk  
Minute 8969 Clerk carried out a site visit with the Local Area Technician who said that it was not possible to erect a "give way" at the junction by the island in Fingest, but will arrange for the white lines to be refreshed. Clerk reported this to TfB to be carried out.

Minute 8973 Clerk spoke with the North Ward grass cutting contractor to include the triangle by Hayles Field in the cutting schedule.

Minute 8978 Clerk informed the Local Area Forum of the match funding for bollards on the A4155 at Mill End. A date has not been given yet for the works to be carried out.

Minute 8981 A site visit to Pheasants Hill Common with Cllrs Hussey, the Chiltern Woodlands Project and Cllr Mann for part will happen this week.

Minute 8982 Cllr Hussey forwarded a risk assessment for home working to Clerk, who will complete a self-assessment.

Action:Clerk  
Minute 8983 Clerk is still obtaining quotations for works to be carried out at Hambleden Churchyard. Mr Baird has quoted Remove ivy from church walls and gravestones. £25.00 per hour, allow 28 hours, totalling £700.00 +VAT. Clerk to advise to proceed

Action:Clerk  
Minute 8986 4. Clerk reported HA15 to the Chiltern Society who cut it back.

5. The blocked drains in Innings Road were reported to TfB.

10. Clerk did a site visit with the LAT and a sign advising that Chequers Lane is a single track road with no passing places has been ordered. This will be added to the existing pole at the junction.

Action:Clerk

A letter was sent to the landowner about footpath HA2c in Skirmett asking them to cut it back. This has not yet been carried out. Clerk to contact Chiltern Society as it is nettles that are growing and restricting access.

A planned event called Lights Fest which involved releasing lanterns into the sky has been cancelled by Culden Faw Estate following serious concerns from the parish council, District Councillor Whitehead and the Estate themselves. The parish council had objected to the license application for music and had been invited to attend a licensing hearing about this, but imagine that this will now be cancelled.

**Minute 8994 Correspondence received from 12<sup>th</sup> June to 9<sup>th</sup> July 2018**

- Thank you from Frieth CEC School for the donation to the new signs – forwarded to Cllrs.
- Memorandum of Understanding about traveller encampments – forwarded to Cllrs.
- Web analytical report – available on request.
- Email from WDC about play inspections for the play area in Ellery Rise – Clerk actioned, confirming the PC would like an inspection to take place.
- Email invoice from AED Locator (E.U.) Ltd about charges for Smart Tag monitoring system – agenda item.
- Hedge cutting complaints about BCC contractors – forwarded to Cllrs and agenda item.
- Email from Cllr Whitehead about licensing application for Lights Fest – forwarded to Cllrs, Clerk sent comments to the Licensing Department at WDC.
- Email from a resident about the wall on A4155, and concerns about the diversionary route by Highways England when works are being carried out to the Marlow footbridge – Clerk actioned, referred to BCC and informed of the bollards being installed by the PC/LAF.
- Complaints about the toilets at Mill End car park being closed – Clerk responded.
- WDC Gambling Policy – forwarded to Cllrs.
- Email from Frieth CEC PTA about placing A4 notices on the fencing at the front of the school – forwarded to Cllrs. No objections to this.
- GDPR training session run by BMKALC – forwarded to Cllrs.
- Response from WDC Licensing following objection to license for Lights Fest – forwarded to Cllrs.
- Clerks and Councils Direct magazine – will bring to the meeting.
- JCC agenda and previous minutes – forwarded to Cllr Broad as representative.
- Invite to Charity Ball from WDC Councillor – forwarded to Cllrs.
- CPRE membership renewal – discussed at meeting all in agreement to renew.
- JCC movement statistics – forwarded to Cllr Broad as representative.

**Minute 8995 To receive updates from any meetings attended since previous ordinary meeting**

Transport for Bucks Stakeholder Conference

- Updates were given for the works that have been carried out since the previous conference held in 2017, after listening to the opinions given by the attending parish and town councils. It was a very long and hard winter for TfB. Using Fix my Street for reporting any road defects was championed. BCC are still rated 29/31 out of county councils in a satisfaction survey carried out by NHT.

Clerks Meeting at WDC

- BMKALC are offering a bespoke 2 hour training session for parish councils on GDPR. Further information from WDC was given about GDPR legislation and what parish council websites should have displayed. An update about the Local Plan was provided, and also Modernising Local Government – which is that there is no current update!

SLCC Branch Meeting

- Updates on branch information and details of bursaries available for training purposes.

Wycombe District Rural Farm Walk

- Cllrs Hussey and Nixey attended which was a very interesting and informative meeting.

**Minute 8996 To discuss co-opting a new member for the vacancy on the South Ward**

Action:  
Cllr Webb/  
Clerk

Cllr Webb has been in talks with someone who lives in the South Ward who is very interested but was unable to attend the meeting, and a new resident to the area is also interested. Cllr Webb will ask them to send in CVs to Clerk. The Frieth resident interested has forwarded his CV already. The PC to look at any CVs received immediately and organise interviews for September time. A sub committee was formed including Cllr Webb, Cllr Hussey, Cllr Walker-Allies for reviewing CVs.

**Minute 8997 To discuss soakaways in the parish that are full and the emptying of gullies which is carried out by Buckinghamshire County Council**

Action:Clerk

- The gullies are full of silt and other debris in Skirmett, and Cllr Walker-Allies assumes that other drains are the same across the parish. All blocked drains and gullies were reported to TfB earlier this year by Clerk after Cllr Hussey walked the parish to map them on Parish Online. Clerk to speak to TfB to see about privately funding the gullies and drains to be cleared out.

**Minute 8998 To discuss the cutting back of hedges in the parish where they limit visibility for drivers**

Action:Clerk

- A contractor for TfB cut back private hedges in Frieth causing much upset to the homeowners. Complaints have been made to TfB by these residents. There has been a huge amount of growth this year due to weather conditions meaning that the roads are much narrower. The contractor from BCC appears to have driven the tractor with the flail attached at too fast a speed which has made the hedges look the way they do.
- The road is now safer, but the way that the hedge has been cut back should have been done with more care in a better fashion, at the appropriate season. Clerk to draft a letter to TfB outlining this.

**Minute 8999 To discuss the Clerk's salary following an annual review discussion at the previous meeting**

Action:Clerk

- The Clerk left the room. It was resolved to increase Clerk's salary by one pay point to LC30.

**Minute 9000** To discuss an affordable rural housing scheme in the Hambleden Valley, with the possibility of a “needs assessment” on a multi parish basis for a rural exception housing scheme being funded by Wycombe District Council  
Action:Clerk

- Cllr Nixey attended a meeting held by District Councillor Whitehead with representatives from WDC, the National Trust, Medmenham, Fawley and Turville parish councils. There are 2 or 3 different places where affordable houses could be placed, but the National Trust will not allow any building on their land.
- All in agreement, and it was resolved to include Hambleden in the needs survey to start with, with funding provided by WDC.
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**Minute 9001** To discuss costs for the Smart Tag monitoring service for the defibrillator machines provided by AED Locator (E.U.) Ltd at a total cost of £196 +VAT for 4 cabinets in the parish and approve if in agreement  
Action:Clerk/  
Cllr Walker-  
Allies

Clerk to investigate if it is possible to report to the ambulance service directly, or if there is another system that can be used for free.  
Cllr Walker-Allies to ask AED Locator for an extension before removing their service.

**Minute 9002** To discuss the Devolved Services and the offer from Buckinghamshire County Council for a further 4 years of devolved service deliver for the parish. Currently no financial amount has been confirmed  
Action:Clerk

- At the TfB Stakeholder conference, Mark Averill Head of Highways confirmed verbally that the offer for the continuation of devolved services would be at the same rate as the previous years, which is £1409.63 annually.
- It was resolved to continue with services, all in agreement. There is no interest in having extended devolved services.

**Minute 9003** To approve the accounts for June 2018; signing of cheques – see Appendix 2;

**Accounts to be paid in July 2018**

Mrs L Coldwell – salary (via standing order)	504.63
BCC Pension Fund (via standing order)	158.06
Mrs L Coldwell – expenses and mileage	119.60
Skirmett Village hall – hire 11/06/18	35.00
The Hambleden Garden Company	668.57
Hambleden Village Hall – hire 09/07/18	30.00
SSE – June quarter lighting maintenance	109.04
CPRE membership renewal	36.00
<b>Total</b>	<b>1660.90</b>

<b>Balance as at 1<sup>st</sup> June 2018</b>	<b>48693.69</b>
Less June payments	(1756.56)
<b>Balance as at 30<sup>th</sup> June 2018</b>	<b>46937.13</b>
Of which CIL Funds	5786.06
Church Wall reserve	<b>10000.00</b>
<b>Unrestricted Reserves</b>	<b>31151.07</b>

**Film Fund**

<b>Total of all funds at 1<sup>st</sup> June 2018</b>	<b>5974.40</b>
Less Community Bus Money (held by the Parish Council)	(424.52)
<b>True Film Fund Balance as at 30<sup>th</sup> June 2018</b>	<b>5549.88</b>

**Minute 9004** Members questions: including any items for the next agenda

1. **Cllr Webb** – reported that there are stinging nettles on the verge between the Old Bakery and Varnells, which can cause difficulties for walkers who step up to avoid cars on the road.

- 2. **Cllr Hussey** – update on Ellery Rise field. Frieth Natural History Society with Cllr Hussey did another survey on the field today. If the PC were to consider removing any cuttings there is a company who does this at Moor End Common. There is a trough inside the hedge by the roadside, the tap is the other side of the road. The access to the field seems to be via a gate but there is no access from the road for this, it is only through another person's field which the PC would need to obtain permission for.
- 3. **Cllr Broad** – the hedge at the junction of Ellery Rise to Frieth Hill has been cut.
- 4. **Cllr Walker-Allies** – commented that when new houses are built following a demolition, they are usually substantially bigger than the previous footprint. Do WDC keep a check on the overall effect this has? To be discussed at a future meeting.
- 5. **Cllr Jackson** – the original property at Westcroft has still not been demolished, Clerk to refer back to Planning Enforcement at WDC.

**Minute 9005**

**Planning**

**18/06415/FUL** – Murrage Farm Fingest Road Fingest – Demolition of an existing house and garage/store and erection of two storey 4-bed detached dwelling with detached double garage – **no objection**

**18/06521/FUL 1 Stag Cottages Bottom Hill Hambleden** Householder application for construction of detached garden room in rear garden (Retrospective) – **objection, as the building is in a very prominent position in the AONB and visible from both the road and the nearby footpath. It is a modern style of construction (bearing in mind the Chilterns Conservation Board guidelines) situated in a Conservation Area, and is a much larger structure than the previous building that was there.**

**18/05419/FUL** – Moorend Wood Frieth Road Frieth – Change of use of land for seasonal use for camping with existing facilities – amended plans – **no objection**

**Planning Decisions Made**

**18/05760/CO** – Frieth Hill Frieth – Notification of proposed removal of public payphone – **No objection**

**18/06321/CTR** – The Cottage Hambleden Village Hambleden – Crown reduce by approximately 3-5 metres including dead wooding to 2 Acacia trees and Fell 1 Walnut tree – **Not to make a Tree Preservation Order**

**Minute 9006**

**Date of Next Meeting**

Monday 10<sup>th</sup> September 2018, 8pm at the Village Hall, Frieth. The meeting was closed at 21.52.

Signed ..... Date .....

