

MINUTES OF THE HAMBLEDEN PARISH COUNCIL MEETING
Held on Monday 11th June 2018 at 8.00 pm in the Village Hall, Skirmett

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

Mrs L Coldwell – Clerk

1 member of the public

Minute 8969 Public Question Time

A Skirmett resident attended to discuss a recent car accident at the Fingest island junction she was involved in. A car did not stop at the give way white lines from Turville direction and crashed into her whilst she had the right of way. Clerk to check to see if there is a give way sign at this junction and the PC to take on cutting of the grass here as this is very long and can hinder visibility.

Action:Clerk

Minute 8970 Apologies for Absence

None received.

Minute 8971 Declaration of disclosable pecuniary and personal interests by Members relating to items on the agenda

None declared.

Minute 8972 To confirm and sign the Minutes of the Annual Parish Meeting, the Annual Parish Council meeting and the Ordinary May Parish Council Meeting, held 14th May 2018

The minutes for the meetings held in May were agreed by the Councillors as a true record and signed by the Chairman.

Minute 8973 To Report on Matters Arising from Previous Minutes which are not on the Agenda

Minute 8881 Clerk and Cllr Mann have carried out a site visit for positioning of the signs, Clerk has found a local handyman to install as soon as possible.

Minute 8935 Clerk has a meeting with Transport for Bucks about the resurfacing in Hambleden village in 2 weeks' time, and has been told that the surface will be a light stone chip similar to what is currently there rather than the standard black tarmac. Clerk has spoken with a local landowner for alternative parking for residents during the road closure.

Minute 8947 3. The summer house has been investigated by WDC Planning Enforcement who have advised that the homeowners will be submitting a retrospective planning application.
 4. Culden Faw Estate have confirmed that they will demolish and then rebuild the wall by the allotments in Hambleden village.

Minute 8964 A new training machine has been purchased for AED training sessions, to be held by Clerk and brought to training sessions as required.

Minute 8966 3. Clerk approached Culden Faw who were agreeable to the PC taking on the toilets in the car park at Mill End. Clerk to investigate costings for this.

Action:Clerk 5. Clerk emailed the owner of the large sign on the Henley Road advising them to take it down. No reply was received, but it was removed.

6. Clerk contacted the Local Area Technician about the pot hole by Lower Goddards Farm. He responded that unfortunately sometimes conditions are not good for filling in potholes but due to the time restrictions they have they must be done and will fail if the conditions are poor. He has revisited following another report from the Clerk and whilst he was unable to "match up" the pothole with the photograph given he has ordered 2 repairs near to Lower Goddards Farm and a further 5 up the lane towards Frieth.

Thames Water have requested with BCC a road closure on Frieth Hill for 24 hours from 28/06/18 to 03/07/18. Frieth CEC School have complained and asked if these works can be carried out in the summer holidays. Clerk to also ask if these dates can be moved, and will warning signs be placed in advance?

VAT refund of £2425.92 has been received from HMRC.

Clerk and Cllr Webb have drafted an article for the Hambleden Valley magazine about the Film Fund and where monies are spent to be placed in the July edition.

Action:Clerk An email was received by a Frieth resident asking if the triangle of grass at the entrance to Hayles Field, Frieth can be added to the grass cutting schedule. He used to mow it, but the mower is not capable of doing the job. All in agreement for this to be added to the cutting list for Frieth. Clerk to speak with the contractor.

Minute 8974 Correspondence received from 15th May to 11th June 2018

1. War Memorial Trust magazine – brought to meeting.
2. Email from District Cllr Whitehead re: online poll from WDC about unitary authority options – forwarded to Cllrs.
3. WDC Rural Farm Walk – forwarded to Cllrs.
4. Thank you from Frieth Governor re: donation for new signs – for info.
5. Information from BCC about mobile library services – forwarded to Cllrs.
6. Information - Protocol for marking the death of the Sovereign/senior members of the Royal Family – forwarded to Cllrs.
7. Web analytical report – available on request.
8. Chiltern Society magazine – brought to meeting.
9. Local Plan Examination hearing timetable and matters, issues and questions email from WDC – forwarded to Cllrs.
10. Invitation to Parishes: Explore online transport resources from Bucks County Council – forwarded to Cllrs.
11. List of courses from BMKALC – forwarded to Cllrs.
12. TTRO Road closure Frieth Hill – forwarded to Cllrs, Frieth CEC School, Frieth Village hall and placed on website, noticeboards and Facebook page.
13. Invitation to TfB conference – forwarded to Cllrs.

Minute 8975 To receive updates from any meetings attended since previous ordinary meeting
None attended since the May Parish Council meetings.

Minute 8976 To discuss co-opting a new member for the vacancy on the South Ward
Cllrs Hussey and Webb have both approached residents who declined the invitation to apply. Suggestions were made which will be followed up by South Ward members. If anyone is interested they should contact the Clerk to discuss.

Minute 8977 To discuss the field in Ellery Rise, Frieth that the parish council will be leasing later this year from Wycombe District Council to be used as a wildlife field

Action:Clerk

Frieth Natural History Society surveyed the field and submitted a report to Cllr Hussey, which he read to the Councillors. The field is full of fresh grass with wildflowers and appears healthy from a conservation point of view. The ownership of the field is not with the parish council until October, so Clerk to contact current renter to see if permission can be given for soil samples to be taken.

Minute 8978 To discuss the installation of bollards by Transport for Bucks on behalf of the Local Area Forum on the A4155 at Mill End. This requires match funding from the parish council at a cost of £1264

Action:Clerk

The LAF have agreed to allocate £1265 towards the installation of 5 new bollards on the Henley Road at Mill End to increase visibility of the bend/boundary wall, which is currently being damaged by vehicles scraping along it. There are serious concerns that the wall may fall down into the road. This offer is conditional to the Parish Council match funding £1264 towards the cost of the scheme. Cllr Walker-Allies proposed paying the amount, Cllr Webb seconded, all in agreement.

Minute 8979 To discuss the possibility of devising a Parish Plan for Hambleton parish
Parishes are encouraged by Bucks County Council to consult with local residents and compile a plan recognising successes for the area and identifying areas for improvement along with potential solutions. The first step for this is to contact Community Impact Bucks. It was decided at this time not to take this further forward, as Cllrs feel that it is a document that requires a lot of work but has little to no teeth.

Minute 8980 To discuss deer culling in the parish

Culden Faw Estate have advised Clerk that a large problem they face with deer management is being unable to shoot deer at night, a license from Natural England has been refused to carry this out. They have previously had meetings with the Deer Initiative and neighbouring estate owners, where a collaborative approach to deer

management was recommended. This however is difficult when there is a large number of smaller landowners that harbour deer and who do not wish to participate in management. The Estate have spoken with the Forestry Commission who are supportive of shooting deer at night, and have asked for support of this to Natural England. In the meantime Culden Faw Estate realise the importance of everyone being involved in deer management, not just the larger farms or estates.

Minute 8981 **To discuss devising a management plan for Pheasants Hill Common including a “code of conduct” for activities that are held on the Common by various community groups**

Action:
Cllr Hussey

The Parish Council oversees Pheasants Hill Common and has done so for many years, although it is not legally the owner. Tree works are carried out as and when they are needed and there is a duty of care to mitigate risks to people using the footpaths. Cllr Hussey will organise a site visit with a representative of the Chilterns Woodland Project and, if deemed useful, with the Forestry Commission and Bucks & Milton Keynes Environmental Record Centre to seek advice on a more managed plan rather than an ad hoc approach, as well as a code of conduct for those using the Common to ensure that it remains in good condition for all. Cllr Hussey noted that the Scout camp has put in new gates and improved toilets on their site opposite the Common.

Minute 8982 **To discuss the Clerk’s annual review**

Action:
Cllr Hussey/
Clerk

Cllr Jackson said that after reading “Being a Good Employer” it recommends that a single person should not carry out a review, it should be a panel. A review took place with all present. “Being a Good Employer” states that a risk assessment should be carried out on the Clerk’s home working environment. Cllr Hussey can obtain a risk assessment for home working. Clerk to find out current NALC payscales to be discussed at the next meeting.

Minute 8983 **To discuss works needed to Hambleden churchyard, and the possibility of putting out to tender to find a contractor to carry these works out**

Action:Clerk

Extra work is needed in the churchyard on top of the grass cutting contract, such as clearing ivy from gravestones, weeding underneath the Yew trees, and widening the church paths. Ivy also needs to be taken off the church wall, which needs to be handled carefully so as not to damage the wall. Mr Baird has said he will undertake this, but is unable to give a quotation as some ivy may come off the wall easily but other parts may be harder to remove. Clerk to put the other works contract out to tender.

Minute 8984 **To discuss Councillors submitting annual expenses for the cost of printing ink for documents needed at parish council meetings**

Clerk has taken advice from other parish councils as to how they deal with expenses. Cllr Walker Allies proposed claiming expenses for printer ink, no one wished to second. Clerk can print any documents needed and pass to Councillors as required.

Minute 8985 **To approve the accounts for June 2018; signing of cheques – see Appendix 2;**

Accounts to be paid in June 2018

Mrs L Coldwell – salary (via standing order)	504.63
BCC Pension Fund (via standing order)	158.06
Mrs L Coldwell – expenses and mileage	395.30
The Chiltern Society – annual subs	30.00
The Hambleden Garden Company – 2 of 7 installments	668.57
Total	1756.56
Balance as at 1st May 2018	50051.78
Less May payments	(3869.02)
Turville Parish Council – printer ink contribution	85.00
VAT refund from HMRC	2425.92
Balance as at 31st May 2018	48693.69
Of which CIL Funds	5786.06
Church Wall reserve	10000.00
Unrestricted Reserves	32817.62

Film Fund

Total of all funds at 1st May 2018	7574.40
Donation to Frieth CEC School Fund	(1300.00)
Payment to Community Bus for taxi fares	(300.00)
Less Community Bus Money (held by the Parish Council)	(424.52)
True Film Fund Balance as at 31st May 2018	5549.88

Minute 8986 Members questions: including any items for the next agenda

1. **Cllr Hussey** – there is tree felling happening in Great Wood. This looks unsightly, with lots of tree stumps left. Nothing to be done, for information only.
 2. He attended a meeting of the Hambleden Valley Business Owners Group where the owner of the campsite in Frieth explained that they are currently only able to use the site for 28 days a year which means it is cramped to fit everyone in who wants to camp there. Planning permission has been sought to spread the camping throughout the year, rather than to have camping every weekend.
 3. It was mentioned at this meeting is that there is no cash point in the Hambleden Valley – the one in the post office in Hambleden is not always open. Cashback is available in Hambleden shop. When so many establishments take card payments, this does not seem to be a huge problem.
 4. **Cllr Mann** – HA15 is overgrown – Clerk to ask the Chiltern Society when they are planning to attend.
- Action:Clerk
5. The drains at the bottom of Innings Road are full of silt from the heavy rain – Clerk to report to TfB.
- Action:Clerk
6. **Cllr Webb** – the landlord of the Stag and Huntsman has erected a sign for events happening at the pub on a fence at Mill End, which is 1 metre by 1 metre in size. Cllr Webb will take a picture and send to all.
- Action:
Cllr Webb
7. The oak tree that is in the middle of the village has suckers growing off it which were complained about by a resident.
 8. The gullies by the access road running parallel to the Stag and Huntsman are very full following the heavy rain – Clerk reported these last week to TfB following a complaint from the pub.
 9. The Hambleden Open Gardens were a huge success, the village was very busy.
 10. **Cllr Jackson** – a resident has complained about large lorries driving up Chequers Lane. There is a sign opposite the Chequers pub which says it is unsuitable for large vehicles but nothing to say it is a “single track lane with no passing places”. Clerk to speak with TfB about a new sign.
- Action:Clerk

Minute 8987 Planning

18/05419/FUL – Moorend Wood Frieth Road Frieth – Change of use of land for seasonal use for camping with existing facilities – **HPC having reviewed the site again and talked to the Applicant, are fully supportive of the camp being accessed via the track next to HP13 only. The vision splay has been expanded and it is relatively easy to see in both directions along the Marlow Road. This should result in no campers using the other track where residents’ houses are right on it thus eliminating the major concerns by the residents.**

18/06197/FUL – Shogmoor Shogmoor Lane Frieth – Householder application for removal of existing lean-to extension to rear and erection of two storey rear extension, insertion of velux rooflight in connection with loft conversion, insertion of new window to side & replacement/renovation to existing windows & replacement front & side entrance doors – **no objection**

18/06198/LBC – Shogmoor Shogmoor Lane Frieth – Listed Building application for removal of existing lean-to extension to rear and erection of two storey rear extension, insertion of velux rooflight in connection with loft conversion, insertion of new window to side & replacement/renovation to existing windows & replacement front & side entrance doors – **no objection**

18/06006/CTREE – The Rectory 148 Rectory Hill Hambleden – Works to trees as detailed in schedule submitted – **no objection to the works except for the removal beech hedge in area G2 (also shown in photograph in report) which seems unnecessary. The retention of hedges are to be encouraged as providing beneficial habitats and corridors for wildlife and this hedge looks innocuous enough, providing it is properly maintained.**

18/06321/CTREE – The Cottage Hambleden Village Hambleden – Fell 1 x Acacia (T1) and replace with specimen tree – no objection

Planning Decisions Made

None received from Wycombe District Council.

Minute 8988 Date of Next Meeting

Monday 9th July 2018, 8pm at the Village Hall, Hambleden.
The meeting was closed at 22.18.

Signed Date