

MINUTES OF THE HAMBLEDEN PARISH COUNCIL MEETING
Held on Monday 10th September 2018 at 8.00 pm in the Village Hall, Frieth

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

Mrs L Coldwell – Clerk

4 members of the public

Minute 9007 Public Question Time

- A representative for Frieth Rainbows and Brownies attended to speak about their request for a donation for help towards funding the new resources and books for the girls in the pack. Money has been raised by the pack at the Frieth Village fete.
- A member of the JCC attended to discuss the Wycombe Air Noise Park Action Plan.

Minute 9008 Apologies for Absence

No apologies were given.

Minute 9009 Declaration of disclosable pecuniary and personal interests by Members relating to items on the agenda

Cllr Jackson declared an interest in planning application 18/07022/FUL, Land North of Agricultural Sheds, Skirmett Road.

Minute 9010 To confirm and sign the Ordinary Parish Council Meeting, held 9th July 2018

The minutes for the meeting held in July were agreed by the Councillors as a true record and signed by the Chairman. A spelling amendment was made to minute 8998.

Minute 9011 To Report on Matters Arising from Previous Minutes which are not on the Agenda

Minute 8881 Signs will be installed on the verge opposite Ellery Rise this week. If not, Clerk will arrange for collection and a new contractor to install.

Minute 8935 No date has yet been given for resurfacing works in Hambleden. Clerk has contacted the County Councillor and the lead from TfB but has not had a response as of yet.

Minute 8966 Clerk is meeting with a company for a quotation regarding running costs for the toilets at Mill End next week.

Action:Clerk
 Minute 8983 Clerk is still obtaining quotations for works to be carried out at Hambleden Churchyard. The first quotation is £1800 plus VAT.

Action:Clerk
 Minute 8993 The Chiltern Society visited footpath HA2c to cut but it had already been carried out by the landowner.

Minute 8998 Clerk wrote to Transport for Bucks with a letter about the hedge cutting in Frieth – there has been no response. One of the affected landowners has been in touch with TfB who have agreed to make good the damage to their hedge.

Minute 9004 5. Clerk spoke with Planning Enforcement about the property at Westcroft, who attended and confirmed that the new dwelling is not being lived in.

Action:Clerk
 The newly installed bus shelter on the A4155 was hit by a bus the day after it was erected at the end of July. Sharps Fencing removed the shelter which is completely broken. The bus company have offered £5046 as an insurance claim, which is £4896 for the shelter and £150 for recovery costs. All in agreement, Clerk to complete the paperwork.

The limited assurance review for financial year 2017/2018 has been signed off with no concerns by external auditor PKF Littlejohn.

Clerk reported the sign towards the top of Colstrove Lane which looked like it had been hit and was turned away from the highway. TfB have moved the sign back in alignment and ordered a new sign and post as the current one is faded. It will be placed further away from the road to avoid being struck by cars.

Action:Cllr Jackson
 A number of people were concerned at the recent Frieth village fete that there is a worn area in the tarmac in front of the school and that the 4 parking bays in front of the village green are getting quite weedy. Future agenda item. Cllr Jackson will look at the tarmac in front of the school.

Minute 8834 The planning appeal for Flint Cottage, Frieth has not yet been received by WDC Planning department but the PC will be notified when it is.

Minute 9012 Correspondence received from 10th July to 10th September 2018

1. The Clerk magazine – will bring to meeting.
2. Notification of forthcoming BCC household waste recycling consultation – forwarded to Cllrs, added to website and Facebook page.
3. Community Impact Bucks invitation to conference about Community Led Housing – forwarded to Cllrs.
4. The Chiltern Society footpath clearance update – forwarded to Cllrs.
5. Update to works being carried out on A404 Volvo footbridge – forwarded to Cllrs.
6. JCC minutes – forwarded to Cllr Broad as representative.
7. Advice Following Outcome of Ledbury Town Council Judicial Review email from BMKALC – forwarded to Cllrs.
8. Tfb Stakeholder Conference slides – forwarded to Cllrs.
9. Letter with breakdown of spends from Hambleden Celebrations, including cheque returning £200.99 – Clerk banked cheque.
10. JCC circuit patterns – forwarded to Cllr Broad as representative.
11. CPRE magazine – will bring to meeting.
12. Web analytical report – available on request.
13. Email from BMKALC to forward further details from Tfb and the Parish Liaison and TFB Conference Update – forwarded to Cllrs.
14. Details of road closure Chequers Lane, Fingest – forwarded to Cllrs, put on website and Facebook page.
15. Best Kept Village marking results – forwarded to Cllrs and Frieth Village Society.
16. BCC Household Recycling Centres - Public Consultation – forwarded to Cllrs.
17. Web analytical report – available on request.
18. Special meeting of the JCC agenda – forwarded to Cllr Broad.
19. War Memorial Trust Bulletin – brought to meeting
20. Clerks and Councils Direct magazine – brought to meeting.
21. Chiltern Society magazine – brought to meeting.

Minute 9013 1. **To receive updates from any meetings attended since previous ordinary meeting**
None attended.

Minute 9014 2. **To discuss co-opting a new member for the vacancy on the South Ward**
Action:Clerk
In total 2 CVs were received, from 2 very well qualified candidates. It was felt after discussion that the candidate who lived in the South Ward was more suited to fill the vacancy at this time as he would be more available for contact with residents and has a better knowledge of the area. The other candidate will be invited to stand for election in the North Ward next year and be notified should any further vacancies arise in the meantime. Cllr Hussey proposed that Guy Rowley be offered the vacant position in the South Ward. Seconded by Cllr Walker-Allies. All in agreement.

Minute 9015 3. **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 AED machines in the parish and approve if in agreement**
Action:Clerk
Cllr Walker-Allies spoke at length with AED Locator about the service provided. Since the AED machines have been in the parish AED Locator have been running the monitoring service for free. Now, this is no longer financially viable for them and they are asking for all parish councils to pay for this service. The alternative is for the monitoring to be added to the Clerk's workload. Cllr Walker-Allies proposed paying for the service, seconded by Cllr Mann. All in agreement.

Minute 9016 4. **To discuss the renewal of the Parish Online mapping system at a cost of £111 +VAT**
Action:Clerk

All in agreement to renew the subscription. Clerk to organise.

- Minute 9017** 5. **To discuss cutting back of verges and weeds needed at Watery Lane, Skirmett**
Action: Cllr Jackson Andy Hawes usually carries this work out, Cllr Jackson will speak with him.
- Minute 9018** 6. **To discuss the offer of a free website makeover from the provider, and the ongoing maintenance of the website**
Action: Sub-Committee
7. All in agreement that the website needs to be updated, and to look into alternative provisions. The website has never been put out for tender. To set up a new website could cost a significant amount of money. Sub-committee set up of Cllr Mann, Cllr Hussey, Cllr Walker-Allies, and Cllr Webb to investigate possibilities.
8.
- Minute 9019** 9. **To discuss the draft Noise Action Plan for Wycombe Air Park and any comments to be made**
Action: Clerk
10. Cllr Broad will be attending the emergency meeting later this week. Clerk to draft a letter to be sent to the JCC with the opinions from the parish council, that procedures about consultations have not been followed and more action is needed regarding silencers and transponders.
- Minute 9020** 11. **To discuss the new waste refuse plan concerning household recycling centres put out for public consultation by Bucks County Council**
BCC have launched a public consultation running for 8 weeks from 28th August about a series of proposed cost-saving and future growth measures to make the County's household recycling centres affordable for the future. No comments to make, the proposal seems fair.
12.
- Minute 9021** 13. **To discuss a request for a donation from the Film Fund by Frieth Brownies from the Film Fund – see appendix 3**
Action: Clerk
The Brownies have requested a donation as Girl Guiding have launched a new programme with new resources, activities and badges for its members. It will cost approximately £500 to set up the Rainbows and Brownies, and a donation from the Film Fund has been requested. Cllr Mann proposed £355 as this is the amount needed by the Brownies, seconded by Cllr Armstrong. All in agreement.
- Minute 9022** 14. **To discuss a request from Frieth Village Society about works to the pond in Frieth and white posts surrounding it – see appendix 4**
Action: Cllr Hussey & Clerk
15. FVS would like to carry out some work to the pond in Frieth at the crossroads. Frieth Natural History Society have suggested that the pond needs clearing, which would be carried out by a working party of villagers. Cllr Hussey will speak with Frieth Natural History Society about any works planned. All in agreement that with appropriate supervision the works can be carried out.
In addition some of the white posts are damaged with sharp edges due to rust. The chain link between posts is also in need of replacement. FVS are willing to obtain and submit quotations for remedial work if the parish council can fund the works. All in agreement for FVS to get 2 quotes for these works and report back to the PC.
16.
- Minute 9023** 17. **To discuss Pheasants Hill Common and the possibility of devising a management plan**
Action: Clerk
18. Cllr Hussey distributed before the meeting the report from the Chiltern Woodland Project following his meeting with them on 18th July. The cost of preparing a management plan could be approximately £2000, with grants available subject to caveats. The parish council has a duty of care for legitimate users of the Common and there are trees that could present a danger so tree surgery would be required, although this can be done without a license if dangerous. The Common is somewhat unusual in that it is on a slope and there is a high number of Yew trees which are classed as a priority habitat. All in agreement that the first port of call is to see if the Common can be registered with the Rural Land Registry which will enable various grants to be applied for which would contribute to the cost of a management plan. Cllr Hussey will look into alternative free management plans that are available and feed back to the Chilterns Woodland Project.

Minute 9024 19. To discuss the new field at Ellery Rise the Parish Council will be renting from Wycombe District Council

20. A site survey by Frieth Natural History Society was carried out in early July who will carry out a further survey in September. Cllr Hussey has suggested that a community orchard which are considered priority habitats, could be placed on the field with trees and possibly a pond in the future. There could be problems with length of tenancy and restoring to the original state at the end of a tenancy if trees were planted and ponds installed. The field needs to be cut and cleared with wildflower mix sprinkled, this hasn't been done for over 2 years.

Action: Clerk 21. WDC have not replied to Clerk regarding the hedges and fences to be made good before taking on the lease. Clerk will continue to chase.

Minute 9025 22. To approve the accounts for August and September 2018; signing of cheques – see Appendix 2:

Accounts paid in August 2018

Mrs L Coldwell – salary (via standing order)	504.63
BCC Pension Fund (via standing order)	158.06
Total	662.09

Accounts to be paid in September 2018

Mrs L Coldwell – salary (via standing order)	504.63
BCC Pension Fund (via standing order)	158.06
Mrs L Coldwell – expenses and mileage (Jul)	75.41
Mrs L Coldwell – expenses and mileage (Aug)	35.44
Wycombe District Council – Ellery Rise play area rent	100.00
Sharps Fencing Ltd – bus shelter final payment	4896.00
The Hambleden Garden Company – 4/7 installments	668.57
The Hambleden Garden Company – 5/7 installments	668.57
PKF Littlejohn LLP – external audit	240.00
Sharps Fencing – removal of damaged bus shelter	150.00
AED Locator UK – monitoring charges	235.20
Get Mapping – Parish Online mapping renewal	133.20
Total	7865.08

Balance as at 1st July 2018	46937.13
Less July payments	(1660.90)
Balance as at 31st July 2018	45276.23
Less August payments	(662.69)
Balance as 31st August 2018	44613.54
Of which CIL Funds	5786.06
Church Wall reserve	10000.00
Unrestricted Reserves	28827.48

Film Fund

Total of all funds at 1st July 2018	6974.40
Less Community Bus Money (held by the Parish Council)	(424.52)
Income – Henley Management College (incorrect account)	2040.00
Income – return from Hambleden Celebrations	200.99
True Film Fund Balance as at 31st August 2018	8790.87

All funds have been transferred to correct accounts as of 10/09/18.

Minute 9026 Members questions: including any items for the next agenda

- Action: Clerk
1. **Cllr Mann** – asked about the water at the crossroads in Frieth. Thames Water attended for a small leak, dug up the road and then seem to have left it. Various residents in the village have made complaints to Thames Water and Transport for Bucks. Clerk to contact Thames Water for an update.
 2. **Cllr Hussey** – Ted Howard-Jones who chairs the Hambleden Valley Business

- Action:Clerk Network group feels that there is enough change to their informational leaflet to warrant a new print run. This will cost approximately £600 for new artwork and a larger print run. Future agenda item.
3. **23.Cllr Armstrong** – the wall at Mill End now has a huge hole in it following further collisions. Clerk to chase the LAF for an installation date for the bollards, and speak with Wycombe District Council to see if it is classed as a dangerous structure.
- Action:Clerk
4. **Cllr Webb** – a resident asked if toilet facilities at the village shop are needed due to the selling of food and drink. The village shop does not meet the criteria that is required for specific facilities and customers are directed to the village hall.
5. Cllr Webb advised the Parish Council that Alan Armstrong, Verger to St Mary's Church in Hambleden has resigned after 38 years. Mr Armstrong took on the post of Verger from Charles Gray. Alan's legacy will be much remembered for his years of dedicated service. Most recently his raising in excess of £250,000 to enable the restoration of St Mary.

Minute 9027 1. Planning

Comments made on planning applications between July and September meeting:

18/06840/TPO – Bramble Lodge Colstrop Lane Hambleden – Tree works as per schedule – no objection

18/06727/FUL – Hamblebrook House Rectory Hill Hambleden – Householder application for removal of utility room and 2 pairs of garage doors to front of property, fitting of single wider garage door, forming utility room to rear of garage and link to existing orangery – no objection

18/06778/FUL – Sheron Spurgrove Lane Frieth – Householder application for raising of roof, roof extensions/alterations to create additional first floor living space and external alterations – no objection

18/06795/FUL – The Hyde Bagmoor Lane Hambleden – Demolition of existing dwelling and stables and erection of replacement 2 bed dwelling and agricultural store and formation of outdoor swimming pool – no objection

18/06959/TPO – Pheasants Ferry Lane Hambleden – Pollarding of 3 x Willow Trees (T1, T2 & T3) – no objection

18/06897/FUL – The Grange Shogmoor Lane Frieth – Householder application for conversion of part of barn to habitable accommodation and extension to roof to create garden room, part single/part two storey extension to lower and ground floor south elevation and remove existing dormer & insertion of new roof lights - Hambleden Parish Council would like to make the following points about this planning application. The application itself makes no mention that there will be a need to change the use of part of a field from agricultural use in the AONB. The Clerk has mentioned this to the Planning Officer previously. This area is proposed to be used as a parking area with a hut and a water feature, is overlooked by a very popular footpath (HA15) which is used frequently the proposed development will alter the view of the Chilterns AONB for those using it. The proposed parking area requires new road access, this is an already dangerous lane for motorists. The new two storey building at the south east corner of the property extends right to the end of the present garden. It will have large windows that will be directly overlooking the neighbour's property and will abut the dividing wall. The scale and mass of the building seem excessive for the site, and whilst it is difficult to calculate from the plans the square footage proposed seem to be in excess of the maximum allowed in the AONB. The Parish Council were unable to conduct a site visit at the property due to lack of access but have these concerns following a look around the perimeter of the property.

18/06890/FUL – Bradstone Frieth Hill Frieth – Householder application for erection of first floor front extension over existing garage & new door to garage – no objection

Planning applications to be discussed:

18/07163/CTREE - Yewden Lodge Skirmett Road Hambleden – Tree works as per schedule – no objection but would query the recommendation to fell the Turkey Oak tree

18/07022/FUL – Land North Of Agricultural Sheds Skirmett Road Hambleden – Creation of an access track and parking area to serve Appletree and Orchard

Cottages – The Parish Council objects to taking agricultural land to be used for a parking area. The vision splay for exiting the new area is severely restricted. The applicant have confirmed that there are protected species on the site but there is no further evidence provided such as an ecological study.

18/07000/FUL – Sunnydale Spurgrove Lane Frieth – Demolition of the current two storey building and erection of part single/part storey 5-bed dwelling with bin/log store & associated parking – **no objection but it does not conform to the Chilterns AONB design guide**

Planning Decisions Made

18/05800/FUL – Mijenin Spurgrove Lane Frieth – Demolition of an existing dwelling and construction of replacement 5 bed dwelling and car port with alterations to access - **Application Permitted**

18/06521/FUL – 1 Stag Cottages Bottom Hill Hambleden – Householder application for construction of detached garden room in rear - **Application Refused**

18/06771/CTR – Church Cottage Chequers Lane Fingest – Crown reduction to Acer Platanodies Drummundi by a third of overall height due to excessive shading plus loss of television reception – **Not to make a Tree Preservation Order**

18/06727/FUL – Hamblebrook House Rectory Hill Hambleden – Householder application for removal of utility room and 2 pairs of garage doors to front of property, fitting of single wider garage door, forming utility room to rear of garage and link to existing orangery - **Application Permitted**

18/05419/FUL – Moorend Wood Frieth Road Frieth – Change of use of land for seasonal use for camping with existing facilities – **Application Permitted**

Minute 9028

Date of Next Meeting

Monday 8th October 2018, 8pm at the Village Hall, Skirmett.
The meeting was closed at 22.09.

Signed Date

