

**LANE END PARISH COUNCIL
MINUTES OF THE FULL PARISH COUNCIL MEETING
ON MONDAY 4th NOVEMBER 2019 AT LANE END SPORTS ASSOCIATION**

ATTENDANCE: Cllrs Detsiny – Chair, Dunning, Coulter, Harries, Hunt, Nolan, Osborn, Sarney, Stewart and Wright.

CLERK: Mrs Hayley Glasgow

DISTRICT COUNCILLOR: None

MEMBERS OF THE PUBLIC: 0

<p>1) Apologies for absence None.</p>	38/19
<p>2) Declarations of any personal or prejudicial interests None.</p>	
MEETING CLOSED FOR PUBLIC QUESTIONS - MEETING RE-OPEN	
<p>3) Minutes – Approval of the Full Parish Council Meeting on 7th October 2019 Council approved the minutes to be a true and accurate and record.</p>	
<p>4) Matters Arising None.</p>	
<p>5) Finance - i) Approval of the accounts for November 2019 Council agreed the expenditure of £7,782.08. It was noted the income received is £1987.16. The Closing Balance as of 29th October 2019 was £121,332.01. Council approved the Income and Expenditure Report.</p>	Action – Clerk
<p>ii) Clarion - advertising The Clerk reported that the scope of the invoicing role had changed. The editorial / invoicing and distribution roles will be carried out as individual roles. The invoicing role will be covered by The Clerk at an additional payment of £250 per quarter. If the Clerk no longer wishes to undertake this role in the future due to time commitments, she will advise Council.</p>	Action – Clerk
<p>iv) Land usage as per Licence Agreement - G&A Council approved the land usage licence agreement fee of £475 for 2019/20. The Clerk will process the invoice.</p>	Action – Clerk
<p>6) To review the Standing Orders Council reviewed the Standing Orders as supplied prior to the meeting. These were agreed. The Clerk will upload a copy to the Parish Councils website.</p>	Action – Clerk
<p>The Clerk reported that she is currently drafting an updated version of the Financial Regulations and hopes to have these prepared for the December meeting. Councils current bank provider HSBC do not provide a two signatory authorisation system for bacs payments. If Council wanted to explore this option they may need to move to a different bank. The Clerk reported that Lloyds and Barclays banks offer this system. The Clerk will contact both banks regarding account options.</p>	Action – Clerk
<p>7) To agree to co-opt a new Parish Councillor Council received 5 applications but only 3 candidates wished to continue to the interview process. All candidates interviewed came across extremely well. Council agreed to co-opt Mr Simeon Achurch. The Clerk will contact all candidates interviewed.</p>	Action – Clerk
<p>8) Lane End Playing Fields - General update It was reported that the recruitment drive for new members is on-going. The AGM is on 9th December. It was reported that Cllr Stewart had done some research on installing a height barrier, however as different sized vehicles need to access the site it was felt that a height barrier wouldn't suit the needs of users. In the future Council may wish to consider electronic gates.</p>	
<p>Cllr Coulter reported that WDC has recently lodged with the Court 24 Council owned sites in the District with an injunction providing them with a quicker mechanism to remove travellers on from these sites.</p>	Action - Clerk

9) Clerk’s report

1. I have registered LEPC with the Royal Mail to obtain a PO Box. The new address is as of 01/11/19:
Lane End Parish Council
PO Box 1616
High Wycombe
HP12 9FS
2. I have issued the allotment invoices for all 3 sites.
3. I have received an email from a tenant at Sandyfield Allotment about setting up an allotment committee. I have replied and awaiting his response.
4. The street light outside Norths Garage was due to be re-installed, however, TFB have found out this is private land and therefore are working on re-siting the street light.
5. I have renewed the Parish Councils Insurance premium.
6. I have advertised the trial Lane End to Marlow bus timetable on Facebook, unfortunately some comments were quite negative but a couple of people thanked the Parish Council for their efforts. This has also been advertised on LEPC website, noticeboards, shops and bus stops. I have also written to Marlow Town Council to advise them of the trial service.
7. I have accepted the street lighting supply extension contract with SSE. Resolve Energy confirmed that prices were as stated at the last PC meeting. The contract will run from May 2022 until September 2024.
8. Christmas in the Village will take place on Friday 13th December. If anyone can help please let Will or myself know.
9. Buckland Landscapes has cut back the hedge outside Bunkers Allotments.
10. I have received a complaint regarding the overgrown hedged at the beginning of Footpath 25. I have taken photos and emailed these to Red Kite Housing Association with a request that the hedges are cut back. No reply has been received. I have sent 2 further chase emails, no reply has yet been received.
11. Myself and Cllr Detsiny will attend the social media conference in November.
12. I have been told there is a wasps nest at the Pavilion. I have arranged for a pest control company to look at this.
13. Cllr Detsiny will lay the wreaths on behalf of The Parish Council at Remembrance Sunday.
14. TFB have confirmed the following road closure on Remembrance Sunday:

Lane End	Between 1050 and 1115	That length of Finings Road commencing at its junction with Church Path and continuing for a distance of 120 metres. Entire length of High Street.
----------	-----------------------	--

15. The Licence/Lease for The Orchard has now been signed and returned to Blaser Mills.
16. I have drawn up the outstanding invoices relating to both Chalky Fields and The Orchards licence fees.
17. I contacted all businesses with a stand attached to their building to attach a small Christmas tree. All companies apart from McColls replied and are happy to take part and provide the electric supply. Cllr Hunt will order the trees and source the lights.
18. I am currently working on the review of the Financial Regulations and my aim is to have this ready for the December meeting.

- 19. I am currently working on the review of the general data protection regulation policy and my aim is to have this ready for the December meeting. The role of DPO needs to be removed as this no longer applies.
- 20. Mike Henson will shortly be starting work on the website makeover.
- 21. AED inspections carried out and on-line forms submitted.
- 22. I have reported several street lights to TFB / SSE that are not working.

10) Invitations to Meetings, Correspondence & Reports received

Cllr Detsiny will submit an expression of Interest form and apply for grant funding and technical support for the Neighbourhood Plan.

Action – Cllr Detsiny

11) Matters raised by Councillors

It was reported that a tree had snapped on footpath 25.
 Persimmon Homes have promised to complete the landscaping works.
 Council agreed to pay The Clerk 10 hours overtime.

Action – Clerk

12) Planning: To consider new applications and receive Wycombe District Council Decisions and Appeals

Action - Clerk

New Applications

<u>19/07481/CTREE</u>	Little Acorns Church Path Lane End	Crown lift to 6m max, 10% crown thin and remove deadwood and any crossing branches from the three oak trees and one beech tree at bottom of garden Refer to tree specialist.
<u>19/07229/FUL</u>	Greenfields Park Lane Lane End	Householder application for construction of single storey side/rear extension No objection.
<u>19/07298/FUL</u>	9 High Street Lane End	Erection of Outbuilding (Retrospective) No objection.

NEXT MEETING: Full Parish Council Meeting will be held on Monday 2nd December 2019 – Lane End Village Hall.

There will be no Parish Council Meeting in January.

Meeting Closed: 20.31

The Chairman.....Date.....