

LANE END PARISH COUNCIL

MINUTES OF THE FULL PARISH COUNCIL MEETING ON MONDAY 4th JULY 2022 AT 7.30PM AT RACKLEYS, CHILTERN HILLS

ATTENDANCE: Cllr Detsiny – Chairman, Cllrs Achurch, Coulter, Dunning, Graham, Nicolson, Osborn, Stewart.

BUCKINGHAMSHIRE COUNCILLOR – Zahir Mohammed

CLERK: Mrs Hayley Glasgow

MEMBERS OF THE PUBLIC: 13

The Parish Council thanked Rackleys for inviting us to hold our Parish Council Meeting at their venue.

1) Apologies for absence

Cllrs Harries, Hunt & Wright.

2) Declarations of any personal or prejudicial interests

Cllr Achurch declared an interest in planning application reference 22/06325/FUL.

All Parish Councillors declared an interest in planning application reference 21/07121/FUL.

Cllr Nicolson declared an interest in planning application reference 22/06514/FUL.

Report from Local Organisations

A member of the Village Hall Committee presented a short report re the Lane End Village Hall. There are currently 15 people on the committee to assist with running the Village Hall. LEVH is a registered charity and are responsible for the building and surrounding grounds. Utilities and upkeep are major items of expenditure. Income is received from hiring the hall and the Village Fete. The Village Hall would not exist without the letting income from The Lane End Players. On 14th February 1920 the Village Hall started to be built. It was opened in September the same year and it has been extended over the years. The committee has undertaken a lot of work and they are currently in the process of getting quotes for works to the building.

An organiser of the Lane End Village Fete presented a short report on the 2022 Lane End Village Fete. The fete has unfortunately been cancelled for the past 2 years due to the pandemic. The 2022 fete raised £2500. It has been difficult to attract sponsors, the team continue to work on this. There were many local organisations with stalls.

The Parish Council were thanked for the ground works on Ditchfield Common prior to the fete.

MEETING CLOSED FOR PUBLIC QUESTIONS

A Parishioner asked if the PC would be willing to contribute towards professional fees re Finings Wood. All financial requests should be emailed to the Parish Clerk.

MEETING RE-OPENED

3) Minutes –

3.1 Approval of the Full Parish Council Meeting on 6th June

Council approved the minutes to be a true and accurate record. The Chairman signed the minutes.

3.2 Approval of the Closed Session Meeting on 6th June

Council approved the minutes to be a true and accurate record. The Chairman signed the minutes.

4) Clerk's Report / Invitations to Meetings, Correspondence & Reports received

The items below summarise the Clerks activities since the last meeting.

- 4.1 The Parish Council received a complaint regarding a number of issues on 11th May 2022. A working party was established and met with the Parishioner and their representative. The concerns were heard by the group, minutes were taken and the complaint was responded to in writing. A further letter was received on 16th June 2022 and as a whole the Parishioner felt that the Parish Council had answered the complaint to their satisfaction.
- 4.2 Re the above, a further letter was received on 24th June 2022 relating to one Parish Councillor.
- 4.3 Unfortunately the office printer broke down and therefore I had to purchase a new one.

- 4.4 Hebborns Fun fairs recently stayed on Ditchfield Common over the weekend period. It was a small family fair. Cllr Osborn liaised with residents. They were very polite and friendly and cleared up when they departed. Unfortunately, they did receive some backlash from a few Parishioners
- 4.5 I reported the 4 snapped trees near the park on Simmons Way to Red Kite Housing Association.
- 4.6 The Parish Council has received £3310.18 in CIL money. As part of the CIL Regulation 121A the Parish Council needs to provide Buckinghamshire Council with a CIL report for income and expenditure. This also needs to go onto the Parish Councils website. The Parish Council must outline the schemes or infrastructure that the CIL money has been spent on. Examples of CIL expenditure includes, but are not limited to, the provision, improvement or maintenance of: recreational and educational facilities, community centres, crime prevention measures, drainage and highways.
- 4.7 Residents in Cadmore End have asked if the LED lights can be dimmed. SSE have responded and I have sent this to the residents. The lights cannot be dimmed. However, if there is a property behind or in front of the light, SSE can put shields on the light to stop it shining directly into windows.
- 4.8 Residents in Cadmore End have asked if there can be an additional warning sign added to the VAS, for example a smiley/sad face flashing light. I spoke to Transport for Bucks and they advise that lots of unauthorized signs have been popping up in the County and they are in the process of removing them. They do not use the smiley/sad flashing signs and do not think its appropriate to add additional signage to the VAS in Cadmore End at this time.
- 4.9 I have sent Cadmore End Cricket Club a donation request form as requested.
- 4.10 I have updated all of the AED details on the circuit programme.
- 4.11 There is no Parish Council meeting in August. The next meeting is scheduled for Monday 5th September 2022 at Lane End Youth and Community Centre.
- 4.12 It has come to my attention that some residents would like the meetings to be held at Lane End Village Hall. Residents felt they couldn't always attend PC meetings as they were not in walking distance. Therefore, I will try and incorporate meetings at the Sycamore Room in the 2023 schedule.
- 4.13 TFB are liaising with residents of Shotfield Road re the recent road improvements. Residents have expressed their unhappiness with the works.
- 4.14 I have been liaising with Red kite Housing Association re the lack of grass cutting around the children's play area at Simmons Way.
- 4.15 Residents have expressed their unhappiness with the new £50 per annum charge for the emptying of green waste.
- 4.16 I have been liaising with Bucks Council regarding the lack of bin collections. Missed bin collections has been happening across the County. Residents of Chequers Lane has been particularly affected.
- 4.17 I have advised Bucks Councils that LEPC does not wish to add the site near Edmonds Road into the devolution agreement.
- 4.18 I advised Bucks Council re the flytipping on the section of land near Prospect Court. I have also added this to fixmystreet.
- 4.19 Blocked drain on Chalky Field added to fixmystreet.
- 4.20 I have put the agreed communication re Chalky Field on the PC's Facebook page, website and noticeboards.
- 4.21 I continue to receive complaints from residents about low flying helicopters in the parish.
- 4.22 We need a volunteer to deliver the Clarion magazine on Simmons Way. I have put a notice on the facebook page and noticeboards.
- 4.23 The Lane End Scouts asked if the white lines could be repainted on the road outside the building, Transport for Bucks has raised an order for this.
- 4.24 I have asked AJW Ltd to spray several areas of Japanese Knotweed. They advise the best time to spray is late summer.
- 4.25 I have been liaising with Cllr Wright re allotments and the waiting list.
- 4.26 Received a concern re an allotment tenant allowing a dog onto the allotment at Chalky Field and tenants using sprinklers. All tenants have received an email.
- 4.27 Received a concern about overgrowing brambles from the allotments. I have liaised with the tenant and property owner. This has now been resolved.
- 4.28 The external auditors have confirmed they have logged the data supplied in the audit.
- 4.29 The 21/22 VAT reclaim income has been received.
- 4.30 Concerns were raised about the stump left on Ditchfield Common from the fallen tree. The contractor confirmed the stump cannot be removed as it is rooted in. Cllr Osborn also checked this and confirmed this to be the case.
- 4.31 I have checked the AED units.
- 4.32 Thanks to the 4 Councillors that attended the complaints session.
- 4.33 Cllr Detsiny will look into the cricket club.

Invitations to Meetings, Correspondence & Reports received – June 22

- 4.34 Letter received re the Finings Wood
- 4.35 Hard copy magazine – la LaNtERnE
- 4.36 Buckinghamshire says 'Thank You' to Armed Forces community
- 4.37 June update from the Police & Crime Commissioner
- 4.38 News for Town and Parish Councils from Buckinghamshire Council – Update from Bucks Council
- 4.39 Buckinghamshire Council - Wider Call for Sites.
- 4.40 Buckinghamshire Council - Taking sensible precautions in the warmer weather
- 4.41 Buckinghamshire Council - Help Us Shape a New Design Code for Buckinghamshire.
- 4.42 Wider call for sites opens as the Local Plan for Buckinghamshire begins to take shape
- 4.43 Open Spaces AGM – 7th July 2022.
- 4.44 CPRE - It's time to level up access to nature.
- 4.45 An update from Martin Tett, Leader of Buckinghamshire Council
- 4.46 Buckinghamshire Council launches ambitious Electric Vehicle Action Plan.
- 4.47 Latest news on Community Safety in Buckinghamshire.
- 4.48 Buckinghamshire Council - Council gives green light to outline plan to create more affordable housing.
- 4.49 The Youth Club AGM is on 13th July 2022.

5) Matters arising from previous meeting

There will be a Spending Priorities paper produced for the September PC meeting,

6) Finance –

6.1 Approval of the accounts for June 2022

Council approved the expenditure of £11,580.74. Council noted the income was £18,726.63. Council noted the current account closing balance of £166,891.46 as of 29th June 2022.

6.2 Works to football pitches

The Parish Council deferred this agenda item until the September meeting. Cllr Nicolson stated that he assumes that all works would coincide with the Environmental Policy.

6.3 Quotation for removal of asbestos at allotments

Asbestos removal and safe disposal - £445.00 + VAT. Council unanimously approved this quotation.

6.4 Quotation for hedge works – Chalky Field

To trim hard the side of hedge on the left-hand side of Chalky Fields from the road entrance to the start of the allotments £620.00 + VAT. Council unanimously approved this quotation.

6.5 Quotation for hedge works – Lane End Playing Fields

To trim the boundary hedge and scrub on the far side of the playing field and clear the bench area to give 2-3m clearance £350.00 +VAT. Council unanimously approved this quotation.

7) Policies / Regulations –

7.1 Environmental Policy

The Parish Council unanimously agreed to adopt the Environmental Policy.

7.2 Financial Regulations

The Clerk presented an amended copy of the Financial Regulations. Cllr Nicolson asked for the word 'virement' to be changed to 'transfer' in section 3.2. Council agreed this amendment.

Other amendments included changing the amount for delegated authority for emergency works from £1500 to £2000.

It was also agreed that delegated authority would be given for up to £1000 on normal budgeted items.

The on-line banking process was also incorporated into the report.

Council unanimously agreed to adopt the amended Financial Regulations.

Cllr Nicolson queried why he hadn't seen a detailed budget for 22/23. All Councillors have received a copy of the budget. The Clerk will re-issue this to Councillor Nicolson.

7.3 Dignity at Work Policy

The Parish Council reviewed the Dignity at Work/Bullying and Harassment Policy. Council unanimously agreed this policy.

7.4 Complaints Policy

The Clerk presented the amended Complaints Procedure. Minor amendments were made to the procedure to try and make it more user friendly for members of the public.

Cllr Nicolson stated that complaints should be announced at Full Parish Council Meetings. The Clerk advised that complaints of a sensitive or confidential nature could not be discussed in detail in the open public forum, however a brief overview could be reported. The Clerk will amend the Complaints Policy to incorporate this point. Cllr Nicolson stated that at a recent complaint meeting a member of the public were told they could not attend the meeting. This was due to the sensitive nature of the complaint, and it would not have been appropriate to have members of the public at this meeting. Advice was sought on the procedure of the meeting. It was noted that recently the Parish Council received a formal complaint that has been answered. This was the first formal complaint received in many years.

7.5 Social Media Policy

The Clerk presented a policy on Social Media. Council unanimously agreed to adopt the policy.

8) Potential actions to enhance interactions with parishioners and community groups

Some Parish Councillors met as a working group to discuss interaction with Parishioners.

Cllr Graham reported that the group discussed behavior, conduct of Parish Council Meetings, etiquette at meetings and the importance of reading papers before attending Parish Council Meetings.

It was discussed that the Parish Council should be solution focused, avoid interrupting and not monopolizing conversations. The Parish Council should adopt the Nolan Principles.

The working group noted that some Parishioners felt that they didn't get a chance to speak and didn't like the way Council responded.

The Parish Council has already taken steps to better engage with Parishioners by actively inviting local groups to attend Parish Council Meetings.

Other items that can be reviewed are:

Allocate enough time for agenda items; give an overview of what the PC are working on; more working groups; improved communication strategy.

It was suggested that Parish Councillors should advise all other Councillors of what meetings they attend so that other Councillors can attend if they would like to do so. It was also suggested that summary notes could be taken of each working group.

The Clerk asked Councillors to consider how we could improve our communication strategy other than the current options, meetings, website, noticeboards, Clarion and Facebook page.

It was agreed there would be a short meeting before the next Parish Council Meeting in September to discuss ideas further.

9) Matters raised by Councillors

Cllr Dunning reported that the hedge on the footpath near Greys Dormer is extremely overgrown. The Clerk will report this to Red Kite Housing Association.

Cllr Nicolson asked if anything would be done about the four snapped trees. Cllr Osborn responded that Red Kite Housing Association are going to have a consultation about this.

Cllr Nicolson had a call with Hey Broadband. They have been slower with progress than expected and have had issues with wayleaves. They have now got a main supply running to Cadmore End.

Cllr Graham gave an update on the playground group. She thanked Cllr Stewart for his advice. The group has approached three suppliers for quotations for play equipment catering for toddlers through to primary school.

Designs were sent to local schools, nurseries, scouts and uploaded onto the groups Facebook page. From the comments received the group have chosen a supplier and received costings and plans.

The group are now in a position to start fundraising. Council agreed that funds could be held and ring-fenced in the PC's bank account.

10) Planning: - see appendix 1.

NEXT MEETING: The next meeting will be held on Monday 5th September 2022.

Meeting closed at 20.45.

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

PLANNING APPENDIX

22/06401/CTREE

Withurst Church Road Lane End

Crown raise to approx. 4m all round and thin /reduce over extend lateral sections only (neighbours side) x 1 Hornbeam (T1), fell to ground level x 1 Holly (T2) and crown lift to statutory clearance over road/footpath and balance driveway side accordingly and remove to suitable pruning point 1 x low lateral extending towards building x 2 Horn Beam (T3 and T4)

No objections.

22/06397/FUL

Edgefield Handleton Common Lane End

Householder application for construction of single story rear extension, raised veranda and fenestration alterations

No objection

22/06236/FUL

Harding And The Haven Moor Common Lane End

Construction of replacement pair of semi detached dwellings and associated external works

Comments deferred – further investigation.

22/05920/FUL

15 Ivy Place Lane End

Householder application for construction of single storey side and rear extension, with conversion of garage to habitable accommodation

No objection.

22/05915/FUL

School House Bullocks Farm Lane Wheeler End

Householder application for construction of dropped kerb

No objection.

21/07121/FUL

Land Rear Lane End Pumping Station Marlow Road Lane End

Construction of 3 x 1-bed & 6 x 2-bed flats, 6 x 2-bed houses, 13 x 3-bed houses and 4 x 4-bed houses (32 dwellings in total) with associated car and cycle parking, landscaping, amenity space and infrastructure

Comments - Wycombe District Council identified Chalky Fields as being appropriate for residential development in 2017 as part of the Wycombe District local plan.

Since that time and as owners of the land, The Parish Council has given much consideration to this proposal, and have concluded that it is in the best interests of the Community to develop the land, as the proceeds will be significant and can be used to the benefit the village at large.

The scheme will offer new and affordable homes the ratio of which will be determined by the Planning Authority during the current Planning Application.

The Parish Council will consult widely on the best schemes which could be commissioned to the benefit of the Parish resulting from these proposals. There have been various amendments from the original application (a reduction in the number of dwellings from 36 to 32 & various layout /design amendments).

It is noted that the application has maintained the original date and reference number to save time and monies re-registering which has been accepted. As such a number of objections to the previous proposals have been carried forward, which may now not be valid due to the enforced modifications to the original scheme Some of these objections will have lapsed but the current submission may attract further commentary which will require to be processed in due course by the Planning Authority. This application has just been submitted to us, and contains 90 documents some of which require further thought on our part and as such we would ask that we hold over any response until our September meeting which is still well within the consultation period.

The Parish Council agreed to defer comments.

22/06483/FUL

3 Park Close Lane End

Householder application for construction of rear facing dormer window, an open storm-porch with pitched/tiled roof over front door, replacement of UPvc windows and additional room within existing void-roof space with associated external alterations (part retrospective)

No fundamental objections however it is noted that dormer appears excessive & out of keeping with neighbouring properties.

22/06325/FUL

Land North East Of Great Stockwell Moor Common

Change of use from Pasture land with erection of two detached two storey dwellings and detached double garages

Comments deferred – further investigation.

22/06514/FUL

Somervell, Lammas Way, Lammas Way

Householder application for raising of roof height to create first floor accommodation, extend and convert existing single storey garage and internal and fenestration alterations

Comments deferred – further investigation.