



Lane End Parish Council, PO Box 1616, High Wycombe, HP12 9FS. Tel: 01494 437111.  
e-mail : clerk@laneendparishcouncil.gov.uk

### To members of the Council

You are hereby summoned to attend the meeting of Lane End Parish Council on **Monday 1<sup>st</sup> July 2024 at 7.30pm in the Lane End Sports Pavilion** for the purpose of transacting the following business.

*Mrs H Glasgow* H. Glasgow, Clerk to Lane End Parish Council

Wednesday 26<sup>th</sup> June 2024

Members of the public are welcome to attend the meeting but may only participate during Public Participation (see below). There is an overall time limit of 15 minutes for this segment. Multiple speakers for the same item may wish to select a single speaker or to edit their own contribution to ensure the maximum number of speakers can be accommodated. No single speaker may speak longer than 3 minutes. Points raised, but not on this evening's agenda, may not be addressed at this meeting but will be answered during the working week or added to a future agenda as appropriate

## AGENDA

- 1) **Apologies for absence** (v)
- 2) **Declarations of any personal or prejudicial interests** (v)
- 3) **Members of the public are invited to address the council** (v)
- 4) **Minutes** – to be confirm the minutes of the following meetings -
  - 4.1 Full Parish Council Meeting on Tuesday 4<sup>th</sup> June 2024 (p/c)
  - 4.2 Closed Session Meeting on Tuesday 4<sup>th</sup> June 2024 (p/c)
- 5) **To receive matters arising from previous meeting** (v)
- 6) **To receive the Clerks Report / Invitations to Meetings, Correspondence & Reports received** (see appendix)
- 7) **Finance** –
  - 7.1 To agree the payments as listed in the accounts for July 2024 (p)
  - 7.2 To consider the quotations for the hedge works at Lane End Playing Fields (p)
  - 7.3 To consider the quotation for the tree works on footpath 25 (p)
- 8) **To review the Council's Policies and Core Documents** –
  - 8.1 Standing Orders (p)
  - 8.2 Financial Regulations (p)
  - 8.3 Code of Conduct (p)
  - 8.4 Equality and Diversity Policy (p)
  - 8.5 Biodiversity Policy (p)
  - 8.6 Data Protection Policy (p)
  - 8.7 Social Media and Communications Policy (p)
  - 8.8 Privacy Notice (p)
- 9) **Sale of the land at Chalk Field** (v)
- 10) **To receive an update re Parish improvements and to agree further projects** (v)

11) **To receive items for the next agenda and matters raised by Councillors** (v)

12) **Planning:** To consider new planning applications\* (v) (see planning appendix)

\*Planning applications may have been updated after the agenda has been issued and therefore won't be listed on the agenda but may still be discussed. Please contact The Clerk for further details.

13) **NEXT MEETING:** The next meeting will be held on Monday 9<sup>th</sup> September 2024 at Lane End Youth and Community Centre.

*\*(p) Paper Included (v) Verbal report (p/c) previously circulated.*

## Appendix Clerks Report

**June 2024** - The items below summarise the Clerks activities since the last meeting.

1. I am in the process of reviewing all of Councils policies and core documents.
2. I have added more interested volunteers to the community speed watch scheme.
3. There is issue with a particularly collapsed wall on the footpath that runs down the side of Coco Masala, I have reported this to the restaurant to action.
4. There is an issue with a car park on Simmons Way and a open space green area. The car park area has not been maintained and the wall is crumbling. There are 6 trees on the open space that require attention. I am currently in the process of establishing the ownership.
5. I have sent letters to properties regarding overgrown hedges causing a trip hazard.
6. I have arranged for pest control to carry out some works at LESA.
7. Submitted the audit documents to the External Auditor.
8. Displayed the public rights notice on the noticeboards and website.
9. I have accepted the quotation for the plan for Moorend Common, as agreed.
10. I requested that Ridgeway Woodlands look at the safety of a tree causing concern on footpath 25, findings were:

"I walked along Footpath 25 this morning. The tree in question is the maple that has split and part has fallen into an adjacent garden.

This Norway Maple obviously had a bifurcation in the stem high up and it has failed at this point. Bifurcations are an inherent natural point of weakness that can lead to an accumulation of decaying leaf litter and where the wind moving the two parts differentially can lead to a split in the bark allowing for the entry of water and hence rot. This has occurred in this case and half the top has split out, presumably due to the recent strong winds acting on an upper canopy in full leaf. This fallen section will need to be removed.

The remaining part of the tree above the split thus retains only 50% of the diameter of the stem at this point. This is an obvious weakness and constitutes a hazard over the footpath. As a minimum, the upper part of the tree should be removed to a suitable point below the split and the remaining branches shaped as per good practice. Alternatively, the tree could be removed to close to ground level".

I have requested that M H Groundcare remove some branches immediately on safety grounds and he will supply a quotation for further works. Quotation included in the agenda for approval.

11. I have signed the authority letter giving consent for Blaser Mills to proceed with arrangements at Sandyfield Allotments for a new access and clearance works.
12. As agreed, completed the membership form for the subscription with the Rural Villages Services Group. The notice period is 12 months.
13. Ordered two books from the SLCC, 13<sup>th</sup> edition of Local Council Administration and The Clerks Manual 2023, cost £193.96.
14. Reported several street lights as not working.
15. Save the date - Christmas in the Village has been arranged for Friday 13<sup>th</sup> December 2024.
16. Reported various issues on fixmystreet.
17. Fixmystreet is available via an app on your mobile phone, it detects your location and you can take a photograph to upload and submit. It's the easiest way to report issues to Bucks Council.
18. Checked AED units.
19. Parish Council Meeting Date 2024 –

Meetings take place on the first Monday of the month at **7.30pm** unless otherwise stated:

**There will be no Parish Council Meeting in August**

Monday 9<sup>th</sup> September – Lane End Youth and Community Centre

Monday 7<sup>th</sup> October – Cadmore End Village Hall

Monday 4<sup>th</sup> November – Lane End Sports Pavilion

Monday 2<sup>nd</sup> December – Lane End Youth and Community Centre  
(Precept will be set).

**Invitations to Meetings, Correspondence & Reports received –**

1. Updates from Buckinghamshire Council:
  - 1.1 News for Town & Parish Councils from Buckinghamshire Council
  - 1.2 Registering to vote and the new photo ID requirements for the General Election
  - 1.3 Latest news on Community Safety in Buckinghamshire
  - 1.4 Celebrating our Armed Forces community

2. Other correspondence
  - 2.1 Email from LEYCC – (Councillors to comment please)

“I know this idea has been discussed previously, but it has been raised again at an LEYCCA Committee Meeting, so I wondered if you could add this to the agenda, for discussion at the next LEPC meeting?”

There isn't currently anything for new Lane End residents to know what is available in our fabulous village. I know The Clarion contains a lot of this information, but it's only distributed every quarter and there aren't any spare copies in central locations, for new residents to access.

We wondered if LEPC would consider developing and printing a “Community Facilities Newsletter” which would be given to every new village resident, once they move into their new home. This would involve collaboration with local estate agents/letting agents to identify new residents or simply be available at local venues (The Village Hall, LEYCC, The LESA clubhouse) and businesses for those new residents to pick up free of charge.

With the amount of businesses and community facilities available in Lane End, a welcoming newsletter would provide a practical and informative way to welcome new residents to our community, plus promote everything Lane End has to offer”.

- 2.2 A resident has raised concerns regarding anti social behaviour in the woodland area on Simmons Way.  
This has been reported to the Police and the West Wycombe Estate.
- 2.3 Complaints received re low flying planes over Lane End.
- 2.4 The Open Spaces Society Annual General Meeting 2024
- 2.5 Complaints received due to planes flying over Lane End.
- 2.6 Campaign to Protect Rural England.
- 2.7 British Heart Foundation - Welcome to the new Defib Guardians Newsletter
- 2.8 Open Spaces Magazine
- 2.9 Councillor training – as per emails.

Planning Appendix

24/06215/FUL

Bolter End Farm Finings Road Lane End

Demolition of existing buildings and extension to farm shop, change of use of land from agriculture to Use Class E and provision of new car parking area

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