



Lane End Parish Council, PO Box 1616, High Wycombe, HP12 9FS. Tel: 01494 437111.
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To members of the Council

You are hereby summoned to attend the meeting of Lane End Parish Council on Monday 9th September 2024 at 7.30pm in the Lane End Youth and Community Centre for the purpose of transacting the following business.

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

Wednesday 4th September 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 1st July 2024 (p/c)
 - 4.2 Extraordinary Closed Session Meeting on Tuesday 23rd July 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 (p)
- 7) **Finance** –
 - 7.1 To agree the payments as listed in the accounts for August 2024 (retrospective) – see appendix (p)
 - 7.2 To agree the payments as listed in the accounts for September 2024 – see appendix (p)
 - 7.4 To discuss the Parish Council Insurance (p)
 - 7.5 To agree the quotation for the tree works on land near Forge Cottage (p)
 - 7.6 Street lighting supply contract (p)
- 8) **To review the Council's Policies and Core Documents** –
 - 8.1 Freedom of Information Policy (p)
 - 8.2 Publication scheme under the Freedom of Information Act (p)
 - 8.3 Transparency Code Compliance (p)
 - 8.4 Complaints Procedure (p)
 - 8.5 Health and Safety Policy (p)
 - 8.6 Safeguarding Policy (p)
- 9) **To agree to co-opt a Parish Councillor** (v)

- 10) **Sale of the land at Chalky Field (v)**
- 11) **To receive an update re Parish improvements and to agree further projects (v)**
- 12) **To discuss a community facilities newsletter (v)**
- 13) **Additional ways to raise funds for a Children's play area (v)**
- 14) **Devolution Agreement – Lammas Way (p)**
- 15) **Permission request from Fibre and Wireless to Install Apparatus at Moor Common, Church Road (p)**
- 16) **CITV (v)**
- 17) **To receive items for the next agenda and matters raised by Councillors (v)**

18) **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.

19) **NEXT MEETING:** The next meeting will be held on Monday 7th October 2024 at Cadmore End Village Hall.

Meeting to be closed – Exclusion of Public and Press, to exclude public and press in accordance with s1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting during consideration of the item set out in Agenda item 15, due to the confidential nature of this item.

It is proposed by the Chairman that the Public and Press be excluded from the remainder of the Meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential

20) Option Agreement for Land at Handleton Common (v)

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

Appendix - Expenditure

Expenditure – August 2024

£5.00	Business banking charge
£81.50	Office phone/broadband
£666.74	Street lighting supply
£462.00	Hawes Skip Hire
£4857.39	Salaries / tax / NI / pension
£309.27	Office expenses
£400.00	Clarion editor
£415.80	Environmental waste
£2582.14	Grass cutting / hedge works
£270.00	LEPF pest control
£65.00	Repair dog bin
£2524.92	Street lighting repairs
£30.00	Subscription

Expenditure – September 2024

£5.00	Business banking charge
£81.50	Office phone/broadband
£645.23	Street lighting supply
£4264.29	Salaries / tax / NI / pension
£340.02	Office expenses
£400.00	Clarion editor
£46.98	Cllr expenses – photocopying
£45.60	Cllr expenses - paper
£231.00	Environmental waste
£3136.28	Grass cutting
£1416.00	LEPF grass cutting, car park & perimeter tidy up
£294.40	LEPF 3g pitch maintenance
£228.00	LEPF CCTV
£1.87	Allotments water supply
£2301.89	Street lighting maintenance and repairs
£50.00	Subscription
£240.00	Allotment clearance
£120.00	Clarion distribution
£26.00	Hire of hall
£2132.00	Clarion printing

Appendix – Clerks Report

1. I am in the process of reviewing all of Councils policies and core documents.
2. The community speed watch scheme has started.
3. LEPC are currently holding a grant from the Community Support Group set up by residents, the group doesn't appear to now exist. I have contacted The Heart of Bucks organisation to ask if the money can be re-assigned to the children's play area project. Awaiting their decision.
4. Meeting scheduled on Tuesday 24th September with tenants of Sandyfield Allotments to discuss future plans.
5. I have organised for Shred-it to carry out shredding on confidential PC documents in December. Approx cost £80.00.
6. AJW has sprayed all the identified Japanese Knotweed around the Parish.
7. M H Groundcare will do the group 3 tree works in October.
8. I have arrange for Ridgeway Woodlands to carry out a tree inspection in November.
9. There has been another issue with the light on footpath 25 flashing. Enerveo are testing the column.
10. Pension Regulator online forms completed.
11. Submitted Pension information to BC for employees.
12. Allotment invoices have been sent to tenants.
13. Resident complaint received re weeds on footpaths.
14. Reported several street lights as not working.
15. Save the date - Christmas in the Village has been arranged for Friday 13th 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:

Monday 7th October – Cadmore End Village Hall

Monday 4th November – Lane End Sports Pavilion

Monday 2nd 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 Don't get stuck in a jam! – Remember to check before you travel
 - 1.3 Students across Buckinghamshire receive their GCSE results
 - 1.4 Local Cycling and Walking Infrastructure Plan (LCWIP) - Town and Parishes Consultation - Briefing Sessions
 - 1.5 Be Present for their Future

- 1.6 Council launches on-demand flexible bus service for villages around Aylesbury
 - 1.7 Council secures long-term future of major retailer in High Wycombe town centre
 - 1.8 News from Buckinghamshire Growth Board
 - 1.9 Are you ready for your biggest and most rewarding challenge?
 - 1.10 Childcare support is expanding in Buckinghamshire
 - 1.11 Latest news from Buckinghamshire Libraries
 - 1.12 Council boosts support for children and young people's mental health and wellbeing
 - 1.13 Council collaborates with Citizens Advice Bucks to help streamline financial support for residents
 - 1.14 Buckinghamshire Council announces financial support for carers in partnership with Carers Bucks
 - 1.15 Food company faces a grilling in court for dumping commercial waste in town square
 - 1.16 Work starts on flagship 'Opportunity Bucks' High Wycombe scheme
 - 1.17 Council succeeds in shutting down two premises selling and storing counterfeit tobacco and illegal vapes
 - 1.18 An update from Martin Tett, Leader of Buckinghamshire Council
2. Other correspondence
 - 2.1 LA LaNtERne Magazine
 - 2.2 Chiltern National Landscape – enews
 - 2.3 Open Spaces Society – enews
 - 2.4 As a member of the RSN Rural Village Services Group (RVSG) we would like to invite you to the RVSG Annual Meeting which will be held between 16.30-17.30 on Thursday, 3rd October 2024 online via Zoom
 - 2.5 BMKLC Training Biodiversity: Turning Council Goals into Action, September 16th at the Oculus Aylesbury
 - 2.6 BMKLC Training Risk Assessment Compliance For Local Councils – October 2nd at 6.30pm Online

Appendix - Planning

24/06942/ADRC

Land South Of Abbey Business Centre Edmonds Road Lane End

Application for approval of details subject to condition 16 (landscaping) of planning approval ref: 21/06092/FUL

24/06941/ADRC

Land South Of Abbey Business Centre Edmonds Road Lane End

Application for approval of details subject to condition 4 (noise) of planning approval ref: 21/06092/FUL

24/06904/CTREE

Land To Rear Unit 13 Lane End Industrial Park Lane End

Fell to ground level to combat subsidence damage x 2 Cypress (T5)

24/06874/CTREE

The Old Post Office Marlow Road Cadmore End

Fell 1 x Apple tree (T1)

24/06429/FUL

Os Parcel 4855 Marlow Road Stokenchurch

The provision of three steel containers for the storage of tools, machinery and hay, areas of hardcore hardstanding and the installation of metal access gates (retrospective)

24/06752/FUL

Elleslea Bolter End Lane Bolter End

Householder application for demolition of existing outbuildings and construction of a new outbuilding

24/06541/FUL

7 Beech Avenue Lane End

Householder application for construction of first floor extension over garage

24/06504/TPO

Grovelands Church Road Lane End

Crown clean removing any dead, diseased, dangerous, or seriously dysfunctional branches from the canopy, crown lift short epicormic shoots on lower trunk to approximately 4m above ground level and reduce the tips of the elongated and asymmetrical large branches on the east & southeast side of the crown by approximately 2-3m (from approximately 10-11m to 8m) back to within the surrounding canopy outline in order to reduce the weight of the branch and exposure during high winds to 1 x Oak tree (T1) to improve the overall form of the tree and reduce the risk of failure of the elongated branches due to increased exposure during high winds

24/06480/TPO

Bakers Piece Church Path Lane End

Crown reduction by up to 2m and a crown lift to create up to 4m clearance from the ground to 1 x Silver Birch (T1) as branches too large and to allow more light into property