

**LANE END PARISH COUNCIL
MINUTES OF THE FULL PARISH COUNCIL MEETING ON MONDAY 3rd MARCH 2025 AT 7.30PM AT
CADMORE END VILLAGE HALL**

ATTENDANCE: Cllr Coulter – Chairman, Bolton, Dunning, Enright, Harries, Hunt, Graham, Nicolson, Stewart & Wright.

BUCKINGHAMSHIRE COUNCILLOR – Cllrs Dominic Barnes.

CLERK: Mrs Hayley Glasgow

MEMBERS OF THE PUBLIC: 18.

1) Apologies for absence.

Apology received from Cllr Osborn.

2) Councillor Sophie Enright to sign the Declaration of Acceptance of Office.

Cllr Enright signed the Declaration of Acceptance of Office.

3) Declarations of any personal or prejudicial interests.

None.

4) Minutes – to confirm the minutes of the Full Parish Council Meeting on Monday 20th January 2025.

The Parish Council approved the minutes.

5) Planning: To consider new planning applications:

25/05198/FUL

Manchester House High Street Lane End

Change of use of existing beauty salon to residential use to incorporate the space into the main dwelling (alternative scheme to pp 24/07721/FUL)

Objection lack of parking, the nearby carpark shouldn't be considered acceptable for this application.

25/05189/VCDN

Land North East Of Great Stockwell Moor Common Lane End

Variation of condition 2 (plan numbers) attached to 22/06325/FUL (Change of use from Pasture land with erection of two detached two storey dwellings and detached double garages) to allow for change of design

No objection.

25/05188/ADRC

Land North East Of Great Stockwell Moor Common Lane End

Application for approval of details subject to conditions 3 (materials and finishes), 4 (surfacing materials), 10 (landscaping) and 13 (means of enclosure) of planning approval ref: 22/06325/FUL

No objection.

25/05044/VCDN

2 Sycamore Cottages Church Road Lane End

Variation of condition 1 (plan numbers) attached to 22/05263/FUL (Householder application for construction of ancillary residential outbuilding, including external alterations) to provide a first floor bathroom and window

Objection: this application has been refused and appealed for the last 10 years. The applicant obviously has no regard for the planning process. We feel that Buckinghamshire Councils decision notice should be upheld.

25/05043/MINAMD

2 Sycamore Cottages Church Road Lane End

Proposed non-material amendment to permission Householder application for construction of ancillary residential outbuilding, including external alterations (retrospective) granted under planning ref: 22/05263/FUL

No Objection.

25/05007/ADRC

Land Rear Lane End Pumping Station Marlow Road Lane End

Application for approval of details subject to condition 26 (pumping station) of planning approval ref: 21/07121/FUL

No objection.

6) To receive the Clerks Report / Invitations to Meetings, Correspondence & Reports received:

Council noted the reports.

It was noted within the correspondence report that there is concern regarding the state of the track on Ditchfield Common. Council has received an expression of interest for improvements of the track and this will be considered in due course.

It was noted that there is an issue with gas canisters in the parish. There are regular litter picks carried out by a group of volunteers and canisters are collected and left for Buckinghamshire Council to remove. Council understands that this is a country wide problem. The Clerk has contacted the Police regarding this.

7) Finance – 7.1 Accounts for February 2025

Council approved the expenditure of £27,343.45. The income was noted as £2,755.07.

7.2 Donation request from the Twinning Association

A small group of representatives from the Twinning Association will be travelling to St Pierre to represent Lane End and participate in the 80th commemorations of the liberation of Ile d'Oleron for occupation during WWII. The group will also be celebrating the 25th anniversary of being officially twinned with St Pierre.

The Twinning Association invited a member from Council to attend, to be confirmed.

Council unanimously agreed a donation of £1000.00 towards the event. The Twinning Association will provide photos and information after the event.

8) Chalky Fields

Cllr Coulter reported that the Council are currently liaising with the Solicitors and the position is that there is an unfulfilled condition in the contract. Council hopes that this is resolved by April 2025, and at this point the contract would become unconditional. Information regarding the purchase price will be made available to residents once the contract is complete.

9) Quotation for replacement trees at Ridge Close under TPO's

Council considered a quotation received of £2351.00 to replace the trees under a TPO on Ridge Close.

Council agreed the quotation on the condition that M H Groundcare are satisfied that the trees meet the requirements of the TPOs.

10) To agree to use 'Mytenders' for the Tender process

Lane End Playing Fields is an asset owned by the Parish Council and is well used by the community. To enhance this asset, Council discussed the procurement process for three projects:

Children's Playground based at Lane End Playing Fields,

Development and disabled toilets at Lane End Sports Pavilion,

And the redevelopment of the car park at Lane End Playing Fields.

Council unanimously agreed to the procurement process of the three above projects.

Council continues to engage with professional contractors for the planning/procurement process for plans at the playing fields under the agreed budget.

Council discussed the option of using 'Mytenders' for the tender process. 'Mytenders' is an online system that allows Parish Councils to go out to public tender, using this service will ensure the Council are compliant under the Procurement Act. Many Parish Councils use this service when considering larger tenders to ensure they remain compliant, the tender would be sent out via the system which is linked to Contract Finder and Find a Tender. Council unanimously agreed the quotation of £3416.40 including VAT to use 'Mytenders' for the three listed projects.

11) To discuss the LEYCC fundraising event on 7th June 2025

The Parish Council agreed to support the event by taking a table, the Chairman agreed to a donation of £450.00 from the Chairman's Allowance to cover the cost of this.

12) To form a working group for Sandyfield Allotments

It was agreed that tenants of Sandyfield Allotments may form a working group for the allotment site. A Councillor would be allocated to sit on the working group after the May elections.

13) To discuss an electronic communications newsletter

Cllr Enright presented a report regarding electronic communications and the development of a digital newsletter. Residents will have the option to subscribe and unsubscribe to the newsletter.

Council unanimously agreed to developing a digital communications newsletter that would be sent to residents who subscribe. Council thanked Cllr Enright for her work on this.

14) Update regarding the Earth Week Project

Cllr Graham gave an update on the Earth Week Project, the butterfly hatching process is underway and these will be sent to schools and the church so that the children can understand the development. The butterfly's will then be released.

Cllr Graham would like to plant some snowdrop bulbs around the trees on the village green, Council agreed to this. The Clerk to obtain a quotation to trim the trees on the village green and report at the April meeting.

15) Report of areas of dilapidation submitting from a Parishioner

A Parishioner has sent a report to various Councillors and the Clerk containing information about issues in the Parish. Cllr Graham has been in contact with the Parishioner and he will put the issues into categories. A lot of the issues raised need to be reported to utility companies, Buckinghamshire Council and Red Kite.

There has been a report of possible sewage going into the village pond, this issue has been raised with Buckinghamshire Council.

There are certain elements from the report that can be incorporated into projects being undertaken by Council. Council thanked the Parishioner for their work on the report.

16) Update regarding Grant Applications for the Children's Playground

Cllr Graham has submitted a grant application to the South West Chiltern Board to raise funds for the children's playground project. The application is currently going through a process to be discussed in the next financial year. It was reported that if the playground goes ahead, it would be a good idea to have an opening event.

17) To receive items for the next agenda and matters raised by Councillors

Cllr Harries asked if we are going to provide skips at the allotment sites. Clerk to add to the April agenda.

Cllr Bolton reported that there was an incident in the Finings Road Car Park. Cllr Barnes advised it should be added to fix my street.

18) Date of Next Meeting – Monday 7th April 2025 at Lane End Sports Pavilion.

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

19) To discuss the Parish Council Website

Council unanimously agreed to terminate the contract with the current website provider. Council thanked the current provider for his many years of service.

Council received a quotation from Aubergine of £899 plus VAT for the set up and first year of the website. Year two and onwards will be £399 plus VAT. There are optional extras when building the website that Council may wish to accept. Council unanimously agreed this quotation.

Council received a quotation of £1546.36 from Cloudy IT for the email service. Council unanimously accepted the quotation to transfer to Cloudy IT for the email service.

20) Employee Matters

The Clerk withdrew from the meeting.

Council considered the Discretions Policy proposed for the Employer Local Government Pension Scheme and agreed that it should be adopted with effect from 3 March 2025.

Council noted that the Clerk had now successfully completed and been awarded the CiLCA qualification. Council also noted that, as a result of this, under the Localism Act of 2011, it can after the elections in May 2025 now apply for the General Power of Competence.

Council determined that to recognise the Clerk's achievement and the benefits her qualification now brings to Council, the Clerk should be awarded a pay increase. It was agreed that the Clerk's Salary should be increased with effect from 1 March 2025, as per confidential report GC/030325.

Meeting Closed – 21.05.

Signed..... Dated.....