

**LONGWICK-CUM-ILMER PARISH COUNCIL
A MEETING OF THE PARISH COUNCIL WILL BE HELD
ON TUESDAY 21st MARCH 2017 AT 7.30 PM IN LONGWICK VILLAGE HALL
AGENDA**

Public Forum – The first ten minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting.

- 1. Welcome and Apologies for Absence.**
- 2. Acceptance of Minutes of the previous meeting on the 21st February 2017**
- 3. Declarations of Interest -To receive any pecuniary or non-pecuniary declarations of interest**
- 4. To receive Matters Arising not otherwise on the Agenda**
- 5. To receive a report from Cllr Bendyshe-Brown (BCC) on matters concerning Longwick-cum-Ilmer Parish Council**
- 6. Finance - To note accounts for payment in accordance with the budget**
- 7. Capital Items and Community Facilities**
 - A. Playing Field**
 - B. Children's Play Area**
- 8. To consider and decide on a response to correspondence received by the Parish Council**
- 9. To receive a report on the residents fundraising for play equipment for the children's play area (Cllr Sally Whitworth)**
- 10. To receive a report on the Neighbourhood Plan (Cllr Val McPherson)**
- 11. To review the Parish Council Insurance Policy and approve any amendments to be made**
- 12. Planning Applications**
 - a. To consider New and Amendments to Planning Applications**
 - b. To Receive Notice of Planning Applications Approved**
 - c. To Receive Notice of Planning Applications Refused**
- 13. To pass a resolution to exclude the public and press in accordance with Section (12) of the Public Bodies (Admission to Meetings) Act 1960 to decide on future website provision**
- 14. Agenda items for the Next Meeting**
- 15. Date of Next Meeting.**

**Susanne Griffiths
15th March 2017**

**LONGWICK-CUM-ILMER PARISH COUNCIL
DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 21st FEBRUARY 2017 AT 7.30 PM
IN LONGWICK VILLAGE HALL**

PRESENT

Cllr Mrs Valerie McPherson BEM (Chairman)
Cllrs. Ian Walker, Sally Whitworth, Jane Rogers, Rolf van Apeldoorn and Brian Richards
Clerk Susanne Griffiths
Deputy Clerk Jayne Mylchreest
2 members of the public

1. WELCOME AND APOLOGIES FOR ABSENCE

No apologies were received.

2. MINUTES

The Minutes of the previous meeting of the Parish Council on the 17th January 2017 having been circulated were approved by the Meeting and signed by the Chairman.

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting. None were declared.

4. MATTERS ARISING FROM LAST MEETING NOT OTHERWISE ON THE AGENDA

Cllr Rolf van Apeeldoorn requested an update on the Neighbourhood Plan. Cllr Val McPherson informed the members that there is nothing to report.

5. A REPORT FROM CLLR BENDYSHE-BROWN (BCC) ON MATTERS CONCERNING LONGWICK-CUM-ILMER PARISH COUNCIL

Cllr B Bendyshe-Brown was unable to attend.

6. FINANCE

A/The income for January and the expenditure for February was examined by the Council. **All present agreed** that the necessary cheques be signed.

The Clerk presented the accounts together with the bank statements and bank reconciliation for the members' consideration together with a copy of all standing orders and direct debits made from the Parish Council account. **All present agreed** that the accounts were being handled in a satisfactory manner and the monies were all accounted for.

Feb	s/o	February salaries	484.57
Feb	s/o	BCC Local Government pension scheme	101.60
Feb	s/o	K Dobson- Risk assessment January 2017	15.50

B/ Receipts NIL

C/ Bank Balance £ 18,861.54 (allowing for the above cheques).

7. CAPITAL ITEMS AND COMMUNITY FACILITIES

A. Playing Field

There were no medium or high risk issues highlighted in the Risk Inspection Report for January
All present agreed for Cllr Sally Whitworth to contact a contractor to trim the hedge. **SW**

B. Children's play area

There were no medium or high risk issues highlighted in the Risk Inspection Report for January

8. CORRESPONDENCE

An email has been received from the Longwick Village Hall requesting permission to use the playing field

The Longwick Village Hall has requested the use of the playing field on the 28th and 29th April for the annual fete.

All present agreed to grant permission and for Cllr Val McPherson to open the gate and the Chairman of the Village Hall to lock the gate after the event. **VM**

An email has been received from a resident requesting the use of the playing field on the 11th June 2017

A resident has requested permission for the children at Longwick School to use the playing field for a "Race for Life" on Sunday the 11th June 2017 from 11am till 1pm.

All present agreed to grant permission to use the playing field subject to receiving a copy of the Risk Assessment, Public Liability Insurance and completion of the Parish Council playing field regulations.

JM

A Buckinghamshire County Council press release has advised that Longwick School has received an award

B.C.C. advise that Longwick School has won a regional award for 'promoting road safety' at the Modeshift STARS awards. The campaign was to improve road safety near the school gate and reduce parking in the neighbourhood. Children who walked the final 10 minutes to school increased from 47% in February 2016 to 54% in May 2016.

Cllr Brian Richards proposed to send a letter of congratulations to the school.

All present agreed.

JM

An email has been received from the Risborough Area Residents Association regarding the launch of an appeal

R.A.R.A. has started a project to obtain 3,000 petition signatures to appeal to Wycombe District Council to reduce the quantity of 3,200 houses that their Local Plan will be proposing for the outskirts of Princes Risborough. Also to ensure that the resultant infrastructure needs will be fully provided well in advance. R.A.R.A request the Parish Council to help obtain signatures for the petition. Information can be found on the R.A.R.A... website via the link: - risboroughresidents.org/rescue-risborough/

All present agreed that as the petition is available in the local shop and public house and the Parish Council does not have an office, the Parish Council is unable to help further.

An email has been received from a resident regarding the Neighbourhood Plan

The resident writes that following publication of a Government White Paper on Housing Wycombe District Council has issued a statement regarding the Local Plan.

"W.D.C. advise that there are matters to be addressed before the Local Plan can be approved by Cabinet and Council, in advance of submitting to the Planning Inspectorate for Examination. When W.D.C. has fully digested the implications of the White Paper they will advise a new timetable and formally update the Local Development Scheme."

The resident assumes that the Parish Council will be advised to hang fire on the revised neighbourhood plan in light of this statement and wishes to know if this is the case so that she can

pass on to local residents,

All present agreed that the Parish Council cannot comment until advice has been received from W.D.C. **VM**

An invite has been received from Wycombe District Council regarding a presentation on Modernising Local Government

W.D.C. has submitted a detailed proposal for two new unitary councils in Bucks to the Secretary of State. The submission is available on the website

W.D.C. has set up further sessions to run through the proposals in more details on

Wednesday 22nd February 2017 7-8.30pm

Tuesday 28th February 2017 7-8.30pm

Wednesday 8th March 2017 7-8.30pm

Cllrs are invited to attend. W.D.C. has also offered to visit the Parish Council if preferred.

Cllr Rolf van Apeldoorn agreed to attend on the 28th February 2017.

SG/RVA

9. WHETHER TO APPROVE THE TERMS AND CONDITIONS CONCERNING THE TRANSFER OF ASSETS FROM THE TRUSTEES OF THE LONGWICK SPORTS CLUB

Cllr Sally Whitworth proposed to transfer the assets in their entirety without conditions and for the Clerk to liaise with the Trustees of the Sports Club to draw up a legal document. Seconded by Cllr Brian Richards. All present agreed.

Resolved: To transfer the assets in their entirety without conditions and for the Clerk to liaise with the Trustees of the Sports Club to draw up a legal document. **SG**

10. WHETHER THE PARISH COUNCIL SHOULD HAVE A STALL AT THE VILLAGE FETE ON THE 29TH APRIL 2017

Cllr Rolf van Apeldoorn proposed to have a stall at the village fete on the 29th April 2017.

All present agreed for the Parish Council to have a stall at the village fete and for Cllr Rolf van Apeldoorn to make the arrangements. **RVA**

11. APPOINTMENT OF A TRUSTEE TO THE PRINCES RISBOROUGH CHARITY

All present agreed to appoint Cllr Sally Whitworth to be the representative for the Princes Risborough Charity and the Monks Risborough Charity. **JM/SW**

12. TO RECEIVE A REPORT ON THE RESIDENTS FUNDRAISING FOR PLAY EQUIPMENT FOR THE CHILDREN'S PLAY AREA

Nothing to report as Cllr Sally Whitworth has not had contact with the residents since the last meeting.

13. A REVIEW OF THE PARISH COUNCIL INSURANCE POLICY AND APPROVAL OF ANY AMENDMENTS

All present agreed to defer to the next meeting following the decision to approve the transfer of the assets from the Trustees of the Longwick Sports Club. **SG**

14. APPROVAL OF THE CHANGES TO THE WEBSITE DIRECTORY FOR OUTSIDE ORGANISATIONS

All present agreed to include the following amendments ;-

Remove –

Longwick Cricket Club / Longwick Sports Club/ Longwick Football Club

Amend – Longwick pre-school to Nadine Chandler Email: nadinechandler22@yahoo.co.uk

Add – Longwick Choir Email: thelongwickchoir@gmail.com

Longwick Church of England Combined School 01844 344769

Email: office@longwick.bucks.sch.uk

Women's Institute Janet Smith 01844 347564 Email: rayfarmlongwick@gmail.com

Playing field Email: clerk@longwickcumilmer.org.uk 01844 275912

St Peter's Church Ilmer Parish Office 01844 273300

St. Peter's Church Owlswick the Revd. James Tomkins, 01844 275944 email: jamestomkins@btinternet.com

St Michael's and All Angels Church The Revd. Jennifer Locke- 01844 344762. the parish website is bledlowparish.org.uk.

15. PLANNING APPLICATIONS

A/To consider New Planning Applications

17/05227/CTREE 23/2

Address: St Peters Church Ilmer Lane Ilmer Buckinghamshire

Proposal: Remove deadwood and reduce canopy by approx 1.5m to 1 x Sycamore Tree (T1)

The Parish Council will abide by the decision of the Arboriculturalist.

17/05144/FUL 3/3

Address: Ray Farmhouse Thame Road Longwick Buckinghamshire HP27 9QU

Proposal: Householder application for the demolition of existing lean-to, porch and wooden element of attached barn and construction of replacement wooden element, new porch, chimney and insertion of flue and fenestration alterations in connection with the conversion of existing attached barn to create additional habitable living accommodation in association with existing dwelling (alternative scheme to pp 16/06835/FUL)

The Parish Council has no objections.

B/ Notice of Planning Applications Approved

16/08104/FUL *Decision* Application Permitted

Address: Old Orchard Thame Road Longwick Buckinghamshire HP27 9SW

Proposal: Householder application for construction of single storey extension to existing outbuilding ancillary to main dwelling

Page 937

16/07997/FUL *Decision* Application Permitted

Address: 8 Lower Icknield Way Longwick Buckinghamshire HP27 9RZ

Proposal: Householder application for demolition of existing garage and construction of part single storey, part two storey front, side and rear extension

C/ To receive Notice of Applications Refused

None.

16. AGENDA ITEMS FOR THE NEXT MEETING.

- To receive a report on the Neighbourhood Plan
- To review the Parish Council Insurance Policy and agree any amendments to be made
- To receive a report on the residents fundraising for play equipment for the children’s play area

17. NEXT MEETING

The next meeting of the Parish Council will take place on Tuesday 21st March 2017 in Longwick Village Hall at 7.30pm. There being no further business to discuss the Meeting closed at 8.55 pm.

Agenda Item No 6

Mch	s/o	March salaries	387.97
Mch	s/o	BCC Local Government pension scheme	101.60
Mch	s/o	K Dobson- Risk assessment February 2017	15.50
Mch	302	HMRC paye Jan Feb Mch	168.00
Mch	303	Postage and mileage Apr16-Mch17	46.80

INSPECTION 24/02/17

LOCATION: Longwick Playing Field

**Defects
Yes/No**

Category

**Level
of Risk**

		Defects Yes/No	Category	Level of Risk
Surfaces: Paths	Good			No
Grass	OK			No
Pi Seats	Generally OK			No
Bins	Good			No
Play Area	See separate report			No
Skate Ramp & Shelter	Good			No
Aerial Runway	OK			No
Goal Posts	Good			No
Gate	Good			No
Fencing	OK			No
Boundaries	OK			No
General Comments	Small tree down	Yes	3	Low

LONGWICK MISCELLANEOUS AREAS AND ITEMS**Level of Risk**

Ilmer Green	Good			No
Ilmer Bench	Good			No
Longwick shop notice board	Good			No
Longwick War Memorial	Wreaths still present			No
Owlswick Chapel Bench	OK			No

Council inspection report form – play areas

Date 24/02/17

Inspectors name: Keith Dobson

Site inspected: Longwick Play Area

Item or area	Specific item/location	Defects Yes/no	Category
Stability and condition of frames		No	
Fittings and fixings – present and secure?		No	
Guard rails and other safety features		No	
Sharp edges or other protrusions?		No	
Working of moving parts		No	
Swing seats, chains and shackles		No	
Slide surface		No	
Base plate or spring items secure?		No	
Seats		No	
Fencing and gate		No	
Debris (broken glass, litter, etc)		No	
Surfaces (under equipment and elsewhere)		No	
Notice and warning signs – presence and condition		No	

CATEGORY OF DEFECT & RESPONSE TIMES

Category 1 – Safety defect within 24 hours

Category 2 – Maintenance defect within 14 days

Category 3 – Maintenance defect with 26 weeks

Enquiries to: Mr Andrew Collinson
Email: andrew_collinson@wycombe.gov.uk
Direct line: 01494 421710
Our ref: 17/00437/STREET
Your ref:
Date: 1 March 2017

Scan occurs

115117

1 MAR 2017



Longwick-cum-Ilmer Parish Council
c/o The Princes Risborough Centre Ltd
Clifford Road
Princes Risborough
Bucks
HP27 0DP

Dear Madam,

Street Trading Application

Name of Applicant: Mr Mark Anthony Hounslow (replacing existing consent holder)
Proposed Trading Site: Thame Road Lay-by, Thame Road, Longwick; Hot Food and Drinks; Mon to Fri, 07:30H - 14:00H

Wycombe District Council has received an application for a Street Trading Consent to trade at the above location. A copy of the application form and supporting documentation is enclosed.

Could you please forward any comments you have regarding this application on the reply slip attached. If no response is received within 28 days from the date of this letter it will be assumed that you have no objection.

Should you require any further information regarding this application, please contact Mr Andrew Collinson on the above number.

Yours faithfully,

A handwritten signature in blue ink, appearing to be 'A. Hill'.

for Environment Service

2. Location

Location of site which you wish to trade (enclose map showing exact position)

Lay bye on the A4129 Longwick , Thame road. Map enclosed.

Is proposed site located on private property? YES NO

(if yes enclose written authority from landowner)

Name and address of landowner if private property

.....
.....
.....

3. Articles to be sold:

Items to be sold ,

Hot and cold drinks, coffee, tea, chocolate, soup, A range of soft drinks in cans and bottle , coke tango, Dr Pepper, sprite, Rio etc.

Hot food, a range of rolls/sandwiches containing combinations of, egg , bacon , sausage, burgers, black pudding, chicken, steak. Chips .

Cold food, a range of filled rolls and salads containing combinations of, tomato, cucumber, Onion, lettuce, Cheese, Tuna, cress

Also offering a range of crisps and chocolates

Agenda Item No 12 .

1116/08471/FUL Owlswick Barn Owlswick

17/05474/FUL The Old Stable Meadle