

**PARISH COUNCIL MEETING  
LONGWICK-CUM-ILMER PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
TUESDAY 17<sup>th</sup> APRIL 2012 AT 8.00 PM  
IN LONGWICK VILLAGE HALL**

**1/ PRESENT**

Cllr G Harper (Chairman)  
Cllrs G Walters, Mrs J Rogers, I Walker, G O'Neill, B Richards and Mrs V McPherson  
Susanne Griffiths (Clerk)  
APOLOGIES FOR ABSENCE  
No apologies were received.

**2/ MINUTES**

The Minutes of the previous meeting of the Parish Council on the 21<sup>ST</sup> February 2012 and 20<sup>th</sup> March having been circulated were approved by the Meeting and signed by the Chairman.

**3/ DECLARATIONS OF INTEREST**

Members were asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting. The Clerk reminded the members that personal and prejudicial interests are defined fully in the Parish Code of Conduct, but to summarise, parish councillors have a personal interest in a matter:

a) If it affects the well-being or financial position of themselves, a member of their family, a close associate or any organisation with which that member or any of those people are connected more than it affects the majority of other people in the parish;

b) If it relates to any interest which must be registered by them under the Code.

A personal interest will be prejudicial if it is so significant that a reasonable member of the public with knowledge of all the facts would think that it was likely to affect the decision made by the member concerned. None were declared.

**4/ MATTERS ARISING NOT OTHERWISE ON THE AGENDA**

None

**5/FINANCE**

A/ Accounts for Payment

VAT

20	Subs	BALC _ Annual Subscription 2012-2013	187.98		187.98
21	Grass Cutting	Manor Estates - Grass cutting March 2012	369.07	73.81	442.88
22	Grant	St Dunstan's PCC, Owlswick - Cont to churchyard Maintenance	75.00		75.00
23	Grant	St Michael's Church, Horsenden - Cont to churchyard Maintenance	75.00		75.00
24	Grant	St Peter's Church, Ilmer - Grant for Churchyard Maintenance	75.00		75.00
S/ o	Clerks Fees	S Griffiths - April salary	341.27		341.27
25	Admin	C Page - Relief cover for Clerk whilst on holiday	27.60		27.60
26	Risk Assessment	K Dobson - Risk Inspection June 2011	14.60		14.60
27	Tree Work	C M Spittles – Trees in Ilmer	280.00		280.00
28	Hall Hire	Longwick Village Hall – 2010 meetings	124.00		124.00
29	Newsletter	Whiteleaf Printers – printing of spring/summer 2012	420.00		420.00
30	Admin	IOC – fee for registering under Data Protection Act	35.00		35.00

B/ Income received

None

C/ Bank Balance £4082.66 (allowing for the above cheques)

The expenditure for April was examined by the Council. **All present agreed** that the necessary cheques be signed.

D/ Internal Audit

The Internal Auditor has completed his checks and confirms that the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of the council and that no other risk areas were identified.

## **6. CAPITAL ITEMS AND COMMUNITY FACILITIES**

### A. Playing Field

Risk Inspection Report - Cllr G Harper confirmed that there was one issue highlighted as a low risk – “paviers are becoming a little overgrown with weeds and moss.” which he has weeded himself

Cllr I Walker confirmed that the Scout Path has been trimmed and that three or four Laurel bushes that the council had planted had lost bark around the base of the bush which was probably due to rabbits. **All present agreed** to replace the bushes in the autumn.

Cllr G Harper informed the members that there had been problems with the bins being emptied in the playing field due to a new operative working for the company. Cllr G O’Neill proposed that the situation is monitored and evidence gathered if it is found that the bins are not being emptied as per the contract. **All present agreed.**

Cllr G Harper has received a letter from a resident apologising for the damage that she had caused to the fence by the scout hut in an accident with her car. All present agreed that the Clerk should write to the resident advising that there will be a cost for repairing the fence and to ascertain if she prefers to go through her insurance or pay for the damage herself. Cllr G Harper agreed to obtain quotes for the repair of the fence. **SG/GH**

### B. Children’s Play Area

Risk Inspection Report - Cllr G Harper confirmed that there were no issues highlighted.

## **7. ROADS, VERGES AND RIGHTS OF WAY.**

The Clerk is requested to raise the following concerns with the relevant local authority: - **SG**

Signpost in Owlswick reported under reference number CRN341490 is still missing.

Large pothole in Owlswick on the left hand side of the road from Owlswick approaching the B4009

## **8. CORRESPONDENCE.**

Nothing to report.

## **9. REPORTS**

**A. School Governors** – Nothing to report.

**B. NW Chilterns Local Area Forum** -.Nothing to report.

**C. WDALC** - .Nothing to report. Cllr I Walker requested that the Clerk sends his apologies for the meeting in June. **SG**

**D. N.A.G** –. Nothing to report

**E. Newsletter** – Nothing to report

**F. R.A.P** - Nothing to report.

**G. R.A.F** – There is a meeting on the 23<sup>rd</sup> April and the guest speaker is from the HS2 Alliance Action Group. Cllr G O’Neill agreed to attend on behalf of the Parish Council.

## **10. FORMAL ADOPTION OF A DATA PROTECTION POLICY**

**All present agreed** to adopt the Data Protection Policy as previously circulated. **SG**

Cllr G Harper proposed that the Clerk is the nominated person to be the Information Officer. Seconded by Cllr J Rogers.

**All present agreed.**

## **11. AN UPDATE ON THE ORDER OF THE MUGS TO CELEBRATE THE DIAMOND JUBILEE**

Cllr V McPherson presented a mug with the Longwick-cum-Ilmer logo to celebrate the Diamond Jubilee for consideration by the members. **All present agreed** on the choice and quality and thanked Cllr V McPherson for her hard work in organising the order. Cllr V McPherson agreed to contact David Shuttles to ascertain if more mugs could be purchased by the residents if required. **VM**

## **12. THE DIAMOND JUBILEE CELEBRATIONS**

The following actions were agreed by all present:-

Cllr G O’Neill to contact a resident who has offered to help organise the celebrations on the 5<sup>th</sup> June 2012. **GON**

The Clerk is to ascertain the delivery date of the bunting. **SG**

Cllr G O’Neill to discuss the possibility of distributing the mugs at the school on June 1<sup>st</sup> with the headmistress. **GON**

**13. PLANNING APPLICATIONS**

A. To consider New Planning Applications

**12/05825/LBC:** Stockwell Lane Farm Stockwell Lane Little Meadle Buckinghamshire HP17 9UG

**Proposal:** Listed Building application for blocking north west window (first floor). Rebuild north west/ south west chimney stack to half the width. Replacement windows to south west / south east elevation. Repairs to brickwork and lintels. Replace gutter/fascia board and installation of anti-vermin guard to south west elevation. **The Parish Council will abide by the decision of the Conservation Officer.**

**12/05687/ADV:** Princes Risborough Railway Station And Other Sites, Station Approach, Princes Risborough Buckinghamshire

**APPLICATION FOR:** Display of double sided post mounted information signs ( x 4 ) in various locations around Princes Risborough (retrospective) After some discussion Cllr G O Neill proposed that the council should respond with “No objections”. Seconded by Cllr B Richards. A counter proposal was made by Cllr G Walters to respond with “The Parish Council has concerns with the information sign in the Longwick parish”. Seconded by Cllr V McPherson. A vote was taken on each proposal and the motion was carried by the Chairman’s casting vote to respond with “No objections”. One member abstained. **SG**

**12/05676/AGI:** Ray Farm, Thame Road, Longwick

**Proposal:** Agricultural notification for erection of building to be used for the storage of hay/ straw. **The Parish Council has no objections.**

b. To receive progress on applications already considered

**12/05447/CTREE**      *Decision: Not to make a Tree Preservation*

*Address:* Orchard Farm House Meadle Village Road Meadle Buckinghamshire HP17 9UD

*Proposal:* Cut down to ground and poison stump on one Ash Tree (T1)

**14. AGENDA ITEMS FOR THE NEXT MEETING.**

Nominations for representations with other organisations

To approve the accounts for the year 2011/2012 and the Annual Governance Statement of the Annual Audit Return

**15. DATE OF THE NEXT MEETING**

The next meeting of the Parish Council will be the Annual Meeting of the Parish Council and will take place on Tuesday 15<sup>th</sup> May 2012 in Longwick Village Hall at 8.00pm.

There being no further business to discuss the Meeting closed at 9.50pm .

Chairman..... Date.....