

**LONGWICK-CUM-ILMER PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 20TH OCTOBER 2015 AT 7.30 PM
IN LONGWICK VILLAGE HALL**

PRESENT

Cllr Mrs Valerie McPherson BEM (Chairman)
Cllrs Ian Walker, Jane Rogers, Rolf van Apeldoorn, Graham Walters, Sally Whitworth and
Brian Richards
Clerk Mrs Susanne Griffiths
Clerical Assistant Mrs Jayne Mylchreest
No members of the public

1. APOLOGIES FOR ABSENCE

No apologies were received

2. MINUTES

The Minutes of the previous meeting of the Parish Council on the 15th September 2015 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. Cllr Jane Rogers and Ian Walker declared an interest in Agenda item no 17.

4. PRESENTATION FROM ROBERT CURTIS (ELECTORIAL SERVICES & LAND CHARGES MANAGER)FROM WDC REGARDING THE NEIGHBOURHOOD PLAN REFERENDUM

Robert Curtis informed the members of the process of the Neighbourhood Plan referendum and answered questions that the members had. Detailed Guidance Notes will be sent to the Clerk as soon as possible.

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

Cllr Bill Bendyshe-Brown was unable to attend.

6. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

The contractor has been issued a work order to fell the trees. He has confirmed that he will attend on the 30th October.

Letter from John Bercow MP received in response to the Right To Buy /Rural Exception Scheme advising that he has written to the Rt Hon Greg Clark MP Secretary of State for Communities and Local Government, requesting he look into the issues raised. The Rt Hon Greg Clark MP has replied that it is helpful to have the thoughts and information provided from the local community as the government develop the detailed provisions of the legislation.

Response from Andy Sherwood WDC concerning the Parish Council's request for funding for new playground equipment advising that they currently have no funding available to assist with playground replacement in our area.

Cllr Val Mcpherson has spoken to K Pope at the Princes Risborough Town Council regarding the cost of producing the Newsletter. A quote will be available in time for the estimates meeting in November. **JM**

The Clerk joined the meeting at 8.20pm

7. FINANCE

A/ Payments

VAT

Oct	s/o	Grass cutting	PRTC - Sep	300.00	60.0	360.00
Oct	s/o	Salaries	Oct Salaries	441.75		441.75
Oct	s/o	Risk Assessment	K Dobson Sep	15.30		15.30
Oct	216	Salaries	HMRC - paye July Aug Sep	118.80		118.80
Oct	217	Play area	Safe and Sound - 4 swing seats and 8 x bushes	289.00	57.80	346.80
Oct	218	Dog waste & litter bins	TBS Hygiene Ltd - June July Aug	257.40	51.48	308.88
Oct	219	NP	Thomas Design & Regeneration Ltd - Prep. Consultation publicity etc	5,988.53	1151.50	7140.03
Oct	220	newsletter	Whiteleaf Printers - newsletter	465.00		465.00

B/ Receipts - £10,500.00 – WDC- Precept

C/ Bank Balance £25,934.40 (allowing for the above cheques)

The income for September and the expenditure for October 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.

8. CAPITAL ITEMS AND COMMUNITY FACILITIES

A. Playing Field

There were no medium or high risk issues highlighted in the Risk Inspection Report for September 2015

Cllr Ian Walker proposed the purchase of 10 trees at £50. Cllr Val McPherson seconded the proposal. **All present agreed** for Cllr Ian Walker to buy and oversee the planting of the trees. **IW**

B. Children's play area

There were no medium or high risk issues highlighted in the Risk Inspection Report for September 2015.

9. ROADS, VERGES AND RIGHTS OF WAY

Cllr Jane Rogers proposed that a request be made to BCC to remove the recycling containers on the Thame Road lay-by. Seconded by Cllr Graham Walters. A vote was taken with 3 votes for and 4 votes against the proposal, therefore the motion was not carried. **Page 845**

The Clerk is requested to contact Bucks County Cllr Bill Bendyshe-Brown to request the installation of cameras in the Thame Road lay-by to deter fly tipping. **SG**

The Clerk is requested to contact the relevant authorities to report:- **SG**
The grass and hedges be cut back in the Thame Road lay-by to improve visibility and to deter more fly tipping.

The weight restriction sign on Bar Lane at the Longwick end is facing the wrong way.
A hedge cutting notice to be sent to Water Spring House Meadle **SG**

The hedging around the 30mph sign on Owlswick Lane (between Bar Lane and Owlswick Village) has been cut back by the Maintenance Team. Cllr Jane Rogers agreed to contact the owners regarding the remainder of the overgrown hedge. **JR**

Cllr Jane Rogers has reported a broken wheelchair that has been abandoned in Owlswick at the entrance to Green Lane (Bridlepath 14) – Reference Number 40005092

Cllr Jane Rogers reported that all the fly tipping had now been removed except the loads of soil.

10. CORRESPONDENCE

An invitation has been received from Buckinghamshire Playing Fields Association

An invitation to attend the 64th Annual General meeting on Monday 5th October at 3pm at the Aylesbury Town Council Chamber **Noted**

An email has been received from Buckinghamshire County Council

A Town and Parish Council event is taking place on the 25th November at the Kings Church Amersham to include key note speakers from the National Association of Local Councils and the leader of Bucks County Council. There will be various workshops including Emerging Devolution Proposals. The final programme is to be confirmed. **Noted**

An email has been received from the Buckinghamshire Local Access Forum

The forum would like to invite a member of the Parish Council to join a working group of volunteers taking part in historical research towards achieving more joined-up public access on the rights of way network.

The Clerk is requested to contact The Chiltern Society regarding the Ilmer to Kingsey footpath. **SG**

A resident has volunteered to put up a Christmas Tree and lights

The resident has offered to put up the Christmas tree and lights outside the Village Hall for the Carol Service

The Clerk is requested to write to thank the resident and accept the offer **SG**

Remembrance Service and Christmas Parish Service

Cllr Rolf van Apeldoorn informed the members that the wreath to be laid at the Remembrance Service has been purchased. Cllr Graham Walters proposed that Cllr Rolf van Apeldoorn arrange for a Bugler from RAF Halton to attend at a cost of £20 with a reserve in place at a cost of £50 if needed and to prepare the order of service. Seconded by Cllr Brian Richards. **All present agreed.** **RvA**

Cllr Sally Whitworth proposed that Cllr Brian Richards purchase the mince pies for the Christmas Service from the village shop. Seconded by Cllr Jane Rogers. A vote was taken with 4 votes for the proposal, 2 against and 1 abstention. Therefore the motion was carried. **BR**

An email has been received from the website hosts advising of change of terms and conditions **Noted**

A letter from a resident has been received with suggestions for equipment for the play area
The resident has also offered to fundraise to help pay for the additional equipment.

The Clerk is requested to cost the equipment suggested ready for the estimates meeting in December. **SG**

11. APPROVAL OF THE LOCAL GOVERNMENT PENSION EMPLOYER'S DISCRETIONS POLICY

The Clerk had circulated a Local Government Employers Discretionary Policy for the consideration of the Councillors. Cllr Sally Whitworth proposed to accept the Policy.

Seconded by Cllr Brian Richards. **All present agreed**

SG

12. A REPORT FROM THE STEERING GROUP ON THE NEIGHBOURHOOD PLAN

Please see appendix 1 for the minutes of the Steering Group meeting on the 17th September 2015

13. APPOINTMENT OF A REPRESENTATIVE OF THE PARISH COUNCIL TO ATTEND THE RISBOROUGH AREA COMMUNITY FORUM MEETINGS

The Clerk is requested to acknowledge the invitation and advise that the Councillors are unable to provide a representative. **SG**

14. THE ANNUAL REVIEW OF THE EFFECTIVENESS OF THE ANNUAL AUDIT

The members carried out an Annual Review of the effectiveness of the internal audit. The actions listed in the Internal Audit programme supplied by the Internal Auditor together with Internal Auditors Report were scrutinised by the members. Cllr Sally Whitworth proposed that the Internal Auditor had met the expected standards, they were effective and his work had taken into account the whole of the Parish Council's system of internal control, including risk management. Seconded by Cllr Brian Richards **All present agreed.**

15. DEVOLVED SERVICES FROM WYCOMBE DISTRICT COUNCIL 2016/2020

Cllr Brian Richards proposed to accept the contract from WDC previously circulated to the members for 2016/2020. Seconded by Cllr Val McPherson. **All present agreed.** **SG**

16. UPDATE ON THE PRINCES RISBOROUGH LOCAL PLAN STEERING GROUP

Cllr Rolf van Apeldoorn presented a report from the Princes Risborough Local Plan. Please see link on Princes Risborough Town Council website www.princesrisborough.com for more details.

17. PERMISSION FOR SIGNAGE FOR THE VILLAGE HALL CAR PARK TO BE INSTALLED ON THE CHILDREN'S PLAYGROUND

Cllrs Jane Rogers and Ian Walker declared an interest and took no further part in the discussion. Cllr Val McPherson expressed her disappointment that signs for the Village Hall car park have been placed on the playground fence without permission being sought from the Parish Council.

All present agreed for Cllrs Jane Rogers and Ian Walker to contact the Village Hall Committee on behalf of the Parish Council. **JR/IW**

18. PLANNING APPLICATIONS

To consider New Planning Applications

15/07389/FUL

Address: Land Adjacent to : Home Farm Thame Road Longwick Buckinghamshire HP27 9SW

Proposal: Demolition of existing buildings & removal of existing manege and erection of 2 x 3 bed detached dwellings with detached garages and 1 x 4 bed detached dwelling with associated works, access and landscaping. The Clerk is requested to contact the Planning Officer to request an extension date for the comments to be submitted until after the next Parish Council meeting to allow the members to make a site visit.

The Parish Council is not convinced that re-development of this site to residential is appropriate. It lies outside the current and proposed Settlement beyond the Green Belt. The use as a livery is accepted and valued. The Parish Council also has reservations about the design of buildings, and a possible increase in vehicular traffic in to and out of the site.

15/07508/FUL

Address: Old Oaks Thame Road Longwick Buckinghamshire HP27 9SW

Proposal: Application for removal of existing accommodation previously permitted by 12/06020/CLP & erection of detached replacement building for ancillary residential purposes. **The Parish Council has no objection**

15/07604/FUL

Address: Land Adjacent To Home Farm Thame Road Longwick Buckinghamshire HP27 9SW

Proposal: | Conversion & alterations to existing buildings 1, 2 & 3/4 to create one x 2-bed dwelling with detached single garage, 1 pair of two semi-detached x 3-bed dwellings & one x 3-bed dwelling with associated car parking & landscaping using existing access from Thame Road. **The Parish Council is not convinced that re-development of this site to residential is appropriate. It lies outside the current and proposed Settlement beyond the Green Belt. The use as a livery is accepted and valued. The Parish Council also has reservations about the design of buildings, and a possible increase in vehicular traffic in to and out of the site.**

15/07658/FUL

Address: Meadle Cottage Meadle Village Road Meadle Buckinghamshire HP17 9UD

Proposal: Householder application for demolition of rear single storey and part two storey section and reconstruction of part two storey, part single storey rear extension and associated internal and external alterations **The Parish Council has no objections**

15/07659/LBC

Address: Meadle Cottage Meadle Village Road Meadle Buckinghamshire HP17 9UD

Proposal: Listed building application for demolition of rear single storey and part two storey section and reconstruction of part two storey, part single storey rear extension and associated internal and external alterations **The Parish Council has no objection**

15/07736/CLE

Address: OS Parcel 1659 Stockwell Lane Meadle Buckinghamshire

Proposal: Certificate of Lawfulness for the continued use of part of the land for B8 (Storage) & siting of a container for storage **The Parish Council has no comments**

15/07812/TPO

Address: 36 Bell Crescent Longwick Buckinghamshire HP27 9SE

Proposal: Reduce crown of Chestnut tree (T5) by approximately 3.5 metres in height and 1.2 - 1.8 metres from the lateral spread (approximately 40-50% crown reduction)

The Parish Council will abide by the decision of the Arboriculturalist

15/07817/OUT

Address: OS Parcel 2075 Thame Road Longwick Buckinghamshire

Proposal: Outline application for residential development with all matters reserved

The Clerk is requested to contact the Planning Officer to request an extension date for comments to be submitted until after the next Parish Council meeting to allow the members to make a site visit. **SG**

15/07916/FUL

Address: 4 Bell Crescent Longwick Buckinghamshire HP27 9SE

Proposal: Householder application for removal of existing window and insertion of reduced size replacement window to front elevation **The Parish Council has no objection**

15/07846/FUL

Address: 1 Williams Way Longwick Buckinghamshire HP27 9RP

Proposal: Householder application for construction of part two storey side/rear, part single storey rear extension

The Clerk is requested to contact the Planning Officer to request an extension date for comments to be submitted until after the next Parish Council meeting. **All present agreed** for Cllr Val McPherson to make a site visit **SG**

Notice of Planning Applications Approved

15/06678/CLP *Decision* Grant Certificate of Proposed Use

Address: Armour Farm Stockwell Lane Little Meadle Buckinghamshire HP17 9UG

Proposal: Certificate of lawfulness for proposed construction of detached stable block with store

To Receive Notice of Planning Applications Refused

None

To receive Notice of Applications withdrawn

None.

To receive notice of Appeals in Progress

None

19. AGENDA ITEMS FOR THE NEXT MEETING.

To discuss and decide on the Parish Council meeting dates for 2016

To receive an update from the Princes Risborough Local Plan Steering Group

20. NEXT MEETING

The next meeting of the Parish Council will take place on Tuesday 17TH November 2015 in Longwick Village Hall at 7.45 pm. There being no further business to discuss the Meeting closed at 9.53pm

**NOTES OF THE LONGWICK-CUM-ILMER PARISH NEIGHBOURHOOD PLAN
STEERING GROUP MEETING, 17th September 2015, Longwick**

Steering Group: - Cllr Val McPherson, Cllr Brian Richards, Cllr Sally Whitworth, Tony Bravery and Graham Bucknell.

Also attending: - Rosie Brake (WDC), Louise Thomas (TDRC) and Cllr Graham Walters (Liaison Officer).

Item	Notes	Action
1.	<p>Review of Action since last meeting</p> <ul style="list-style-type: none"> • Summary of comments received from residents through email completed (GW) • Summary of additional comments received with the questionnaires completed (GB) • Revised schedule for the Neighbourhood Plan circulated (RB) • WDC Conservation Officer consulted regarding comments by Historic England (RB) • Network Rail had already been written to regarding their concern (GW) • WDC Electoral Services Manager invited to attend 20 October PC meeting (SG) • VM would contact a local resident to pursue the suggestion that the known drainage problems be brought to the attention of Ofwat and MP 	VM
2.	<p>Decisions arising from the Consultation Response</p> <ul style="list-style-type: none"> • Recommendations were tabled by LT, for the Steering Group to consider • Decisions were agreed by the Steering Group on changes and additions for inclusion in the Submission version of the Neighbourhood Plan. The full list of (24) decisions is not included here, just those with action points for Steering Group members and advisors. The full list is available separately • Affordable housing Policy A1 to be improved to benefit local people if suitable wording could be formulated given existing WDC housing policies. RB to check • Photographs of Longwick to be taken from Whiteleaf Cross to inform a new 'Community-Led' Landscape Visual Impact Assessment • Addition of Study of Thame Road to be included with Infrastructure Projects, subject to check by RB 	RB TB & GB

Item	Notes	Action
	<ul style="list-style-type: none"> • Check whether Draft Neighbourhood Plan press release included in Bucks Herald • Copies of all hamlets and stakeholders' views and summaries to be provided to LT 	<p>RB</p> <p>GW</p> <p>GW</p>
3.	Next Steps	
	<ul style="list-style-type: none"> • Submission version of the Neighbourhood Plan would be prepared taking in to account all the decisions made, and circulated to SG for final checks • The Strategic Environmental Assessment would be checked and revised if necessary to be consistent with the Submission version of the Plan • The Community-Led Landscape Visual Impact Assessment would be prepared with evidence and analysis provided by Steering Group members • WDC would publish the Submission Neighbourhood Plan, and undertake formal consultations • Liaison Officer to arrange publication on Parish Council website, and email Updates • WDC to engage an independent Examiner 	<p>LT</p> <p>RB, WDC</p> <p>LT, TB, GB, GW</p> <p>RB, WDC</p> <p>GW</p> <p>RB</p>
4.	Next Meeting	
	<ul style="list-style-type: none"> • TBC. Most likely to be arranged to consider the Examiner's Report, following the end of the Submission Plan consultation period. 	