

**LONGWICK-CUM-ILMER PARISH COUNCIL  
A MEETING OF THE PARISH COUNCIL WILL BE HELD  
ON TUESDAY 21<sup>ST</sup> FEBRUARY 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 17<sup>th</sup> January 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 discuss and decide on whether to approve the terms and conditions concerning the transfer of assets from the Trustees of the Longwick Sports Club**
  - 10. To discuss and decide on whether the Parish council should have a stand at the village fete on the 29<sup>th</sup> April 2017 ( Cllr Rolf van Apeldoorn)**
  - 11. To discuss and decide on the appointment of a Trustee to the Princes Risborough Charity**
  - 12. To receive a report on the residents fundraising for play equipment for the children's play area (Cllr Sally Whitworth)**
  - 13. To review the Parish Council Insurance Policy and approve any amendments to be made**
  - 14. To approve the changes to the website directory for outside organisations**
  - 15. 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**
  - 16. Agenda items for the Next Meeting**
  - 17. Date of Next Meeting.**
- Susanne Griffiths  
14<sup>th</sup> February 2017**

**LONGWICK-CUM-ILMER PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
TUESDAY 17<sup>th</sup> JANUARY 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

Deputy Clerk Jayne Mylchreest

3 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 20<sup>th</sup> December 2016 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**

A design for the Parish Council logo Agenda Item No 10 page 926

The Clerk informed the members that the resident who agreed to research a design for the parish logo has been contacted for an update.

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

Cllr B Bendyshe-Brown gave a report on the following:-

- Flooding on Bar Lane
- Owlswick 30mph signs
- Bridleway at Meadle
- Owlswick Road from Bar Lane to the B4009
- HS2 mitigation monies to include Longwick
- Vehicle Activation Signs on Chestnut Way and Thame Road
- Horsenden Lane
- Refuse vehicles in Meadle
- Review of road and footpaths over the next 3/4 years

## 6. FINANCE

A/The income for December and the expenditure for January 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.

				vat	
Jan	s/o	January salaries	378.37		378.37
Jan	s/o	BCC Local Government pension scheme	101.60		101.60
Jan	s/o	PRTC Maintenance duties 10/10	300.00	60.00	360.00
Jan	s/o	K Dobson- Risk assessment December	15.50		15.50
Jan	298	Reids Playground Maintenance Ltd - skatepark repair	480.00	96.00	576.00
Jan	299	Bucks Playing Field Assoc. annual subs 2016	20.00		20.00
Jan	300	TBS Hygiene Ltd - dog waste collection Oct Nov Dec	304.20	60.84	365.04
Jan	301	Longwick Stores - Carol concert refreshments	52.50		52.50

B/ Receipts NIL

C/ Bank Balance £ 19,880.75 (allowing for the above cheques).

## 7. CAPITAL ITEMS AND COMMUNITY FACILITIES

### A. Playing Field

There was one medium risk issue medium highlighted in the Risk Inspection Report for December. The skate ramp has a crack in the surface. A work order was raised and the repair has been completed.

There were no high risk issues highlighted in the Risk Inspection Report for December.

### B. Children's play area

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

## 8. CORRESPONDENCE

None.

## 9. A REPORT ON THE NEIGHBOURHOOD PLAN

Cllr. Val McPherson informed the members that the Steering Group had met to discuss the decision to continue with the Neighbourhood Plan made at the Public Meeting held on the 23<sup>rd</sup> November 2016. The consultant employed by the Parish Council is currently working on the plan. The solicitors have been advised that the plan will then be sent to them for their comments. A further update is expected to be available in March 2017.

JM

## 10. ACTIONS TO BE TAKEN CONCERNING THE RESIDENTS FUNDRAISING FOR PLAY EQUIPMENT FOR THE CHILDREN'S PLAY AREA

Cllrs Sally Whitworth and Val McPherson informed the members that they had met with the residents who have raised to date £1655.64 towards the purchase of new play equipment in the children's play area. The residents agreed to investigate the type of equipment they would prefer taking into consideration the space available and health and safety guidelines. They also agreed to continue fundraising.

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#### **11. PERMISSION FOR RISBOROUGH RANGERS JUNIOR FOOTBALL CLUB THE USE OF THE PLAYING FIELD**

Cllr Val McPherson proposed to allow Risborough Rangers Junior Football Club the use of the playing field as outlined in minute No.13/927 to exclude school holiday dates subject to the Parish Council receiving evidence of a risk assessment, insurance documents and a playing field regulations policy being signed to be reviewed after one year. .Seconded by Cllr Sally Whitworth.

**All present agreed.**

**JM**

#### **12. THE TRANSFER OF THE ASSETS FROM THE TRUSTEES OF THE LONGWICK SPORTS CLUB**

The Clerk confirmed that the assets can be purchased for a nominal fee of £1.00.

Cllr Brian Richards proposed to accept the transfer of the assets from the trustees of the Longwick Sports Club on the understanding that the trustees will dispose of any equipment that the Parish Council does not require and clarification of the dispersal of the funds held by the trustees. Seconded by Cllr Sally Whitworth. A vote took place with 5 votes for the proposal and 1 abstention. Therefore the motion was carried.

**Resolved:** To accept the transfer of the assets from the trustees of the Longwick Sports Club for a nominal fee of £1 on the understanding that the trustees will dispose of any equipment that the Parish Council does not require and clarification of the dispersal of the funds held by the trustees.

**VM/BR**

#### **13. APPOINTMENT OF THE INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2016-2017**

Cllr Jane Rogers proposed to appoint Mr Don Timms as the internal auditor. Seconded by Cllr Sally Whitworth.

**All present agreed.**

#### **14. FORMAL AGREEMENT OF THE EXPENDITURE AND PRECEPT FOR THE FINANCIAL YEAR 2017-2018**

Estimates summaries were circulated to the members prior to the meeting. The Clerk explained that for this year the grant from Wycombe District Council to compensate for the Reduction in Tax base for Localised Council Tax had been reduced to £173.15. Cllr Sally Whitworth proposed that the Council approve the budget and request for a precept of £ 27,470.00. Seconded by Cllr Brian Richards.

**All present agreed.**

**SG**

#### **15. PLANNING APPLICATIONS**

A/To consider New Planning Applications

**16/08471/FUL**

**Address:** Owlswick Barn Owlswick Buckinghamshire HP27 9RH

**Proposal:** Demolition of existing lean-to, concrete frame barn and store and conversion of remaining dutch barn to 4 bed dwellinghouse with associated boundary wall, gate and landscaping

**The Longwick-cum-Ilmer Parish Council objects to this application. The proposed dwelling, by virtue of its design, appearance, scale and proportion, does not reflect the local rural context, the character and appearance of the surrounding area. As such the conversion does not achieve a high standard of design and is detrimental to the character and appearance of the surrounding rural area.**

**16/08424/FUL**

**Address:** Folly Cottage Ilmer Lane Ilmer Buckinghamshire HP27 9QZ

**Proposal:** Householder application for construction of single storey rear extensions and new front and rear porches (alternative scheme to pp 16/06994/FUL)

**The Longwick-cum-Ilmer Parish Council has no objections.**

**17/05023/FUL**

**Address:** Lyndale Stockwell Lane Meadle Buckinghamshire HP17 9UD

**Proposal:** Householder application for construction of side extension to roof, insertion of 3 x front dormer windows & 1 x rear dormer in connection with additional roofspace. Construction of single storey rear extension & creation of roof terrace over existing flat roofed rear element, removal of existing link between main building and garage to side & erection of front porch- alternative scheme to PP/15/07444/FUL

**The Longwick-cum-Ilmer Parish Council fully supports this application.**

B/ Notice of Planning Applications Approved

**16/06864/OUT** *Decision* Application Permitted

**Address:** Land Rear Of Hazeldene Lodge Thame Road Longwick Buckinghamshire HP27

**Proposal:** Outline application with all matters reserved for erection of one single dwelling

**16/07898/FUL** *Decision* Application Permitted

**Address:** 36 Walnut Tree Lane Longwick Buckinghamshire HP27 9SJ

**Proposal:** Householder application for construction of single storey side extension

**16/08195/MIN** *Decision* Application Permitted

**Address:** Land North Of Bumpers Farm Ilmer Lane Ilmer Buckinghamshire

**Proposal:** Proposed non-material amendment to permission for Construction of a ground mounted solar farm including supporting infrastructure comprising 14 x inverter enclosures, Distributor Network Operator (DNO) cabin, security fencing and CCTV system, underground cabling, landscaping and associated works to include creation of access tracks granted under pp 14/06582/FUL appeal ref:

C/ To receive Notice of Applications Refused

**15/07604/FUL** *Decision* Application Refused

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

**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

**15/07389/FUL** *Decision* Application Refused

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

**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.

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

A report on the residents fundraising for play equipment for the children's play area (Cllr Sally Whitworth)

To review the Parish Council Insurance Policy and approve any amendments to be made.

**17. NEXT MEETING**

The next meeting of the Parish Council will take place on Tuesday 21<sup>st</sup> February 2017 in Longwick Village Hall at 7.30pm. There being no further business to discuss the Meeting closed at 9.10 pm.

Agenda item No 6

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

**INSPECTION 28/01/17**

**LOCATION: Longwick Playing Field**

**Defects  
Yes/No**

**Category**

**Level  
of Risk**

<b>Surfaces: Paths</b>	Good			<b>No</b>
<b>Grass</b>	OK			<b>No</b>
<b>Pi Seats</b>	Generally OK			<b>No</b>
<b>Bins</b>	Good			<b>No</b>
<b>Play Area</b>	See separate report			<b>No</b>
<b>Skate Ramp &amp; Shelter</b>	Repaired nicely and in good condition			<b>No</b>
<b>Aerial Runway</b>	OK			<b>No</b>
<b>Goal Posts</b>	Good			<b>No</b>
<b>Gate</b>	Good			<b>No</b>
<b>Fencing</b>	OK			<b>No</b>
<b>Boundaries</b>	OK			<b>No</b>
<b>General Comments</b>				

**LONGWICK MISCELLANEOUS AREAS AND ITEMS**

				<b>Level of Risk</b>
<b>Ilmer Green</b>	Good			<b>No</b>
<b>Ilmer Bench</b>	Good			<b>No</b>
<b>Longwick shop notice board</b>	Good			<b>No</b>
<b>Longwick War Memorial</b>	Wreaths still present , a couple are misplaced	<b>Yes</b>	<b>3</b>	<b>Low</b>
<b>Owlswick Chapel Bench</b>	OK			<b>No</b>



**Council inspection report form – play areas**

**Date 28/01/17**

**Inspectors name: Keith Dobson**

**Site inspected: Longwick Play Area**

<b>Item or area</b>	<b>Specific item/location</b>	<b>Defects Yes/no</b>	<b>Category</b>
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

## Agenda Item No 8

As you are probably aware, Risborough Area Residents Association have just 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 our local market town.

Also to ensure that all their resultant infrastructure needs will be fully provided well in advance.

These developments will have a major impact on Longwick and its road networks, so we are asking if your parish council would see any way to help us obtain signatures for the petition ?

More detailed appeal information can be found attached and on the RARA website which can be found via this link:-

Our village shop and public house have both agreed to encourage locals to sign the petition copies which are currently on display on their counters. We can be available to present the petition if you wished.

If your council could support us with public access to copies of the petition we would be very grateful.

Thank you in anticipaton.

Agenda Item No 8

On behalf of Longwick Village Hall, I would like permission from the Council to use the playing field for our fete on Saturday 29th April, with a setting up period on Friday 28th April. The content and format will be much the same as in previous years.

Following the success of our Race 4 Life in aid of Cancer Research last year, Longwick School would like to organise a repeat. Would it be possible to have access to the Village Green on Saturday 11th June, from 11 until 1?

Agenda item 15

17/05227/CTREE St Peter's Church Ilmer

17/05144/FUL Ray Farmhouse Longwick