



*Longwick-cum-Ilmer
Parish Council*

**LONGWICK-CUM-ILMER PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 15TH FEBRUARY 2022 AT 7.30PM AT LONGWICK VILLAGE HALL**

PRESENT

Cllr Val McPherson BEM (Chair)
Cllrs Brian Richards (Vice), Jane Rogers, Richard Myers and Alex Barter
Tracey Martin (Clerk)

- 183. WELCOME AND APOLOGIES FOR ABSENCE:** Cllr McPherson welcomed all to the meeting. Apologies were received and accepted from Cllr van Apeldoorn and Cllr Wilkes.
Buckinghamshire Councillors: Cllr Turner, Cllr Walsh and Cllr Hall
- 184. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD 18TH JANUARY 2022:** Approved by all Councillors.
- 185. DECLARATIONS OF INTEREST:** Cllr Rogers declared an interest in planning application 21/08089/VCDN and will refrain from discussions and voting.
- 186. UPDATE FROM BUCKINGHAMSHIRE COUNCILLORS:** No report received
- 187. TO RECEIVE MATTERS ARISING NOT OTHERWISE ON THE AGENDA:**
a. The Clerk reported that the playground company had been in contact and advised that as per our original order they will be placing a wooden beam around the edge of the artificial grass.
- 188. TO RECEIVE AN UPDATE ON KISSING GATES**
a. Cllr Richards stated that Rights of Way have requested the landowner on footpath 16 make contact with the Parish Council. Will follow up again in two weeks.

189. PLANNING

The following new applications were reviewed and discussed:
21/08785/VCDN: Land to South of Rose Farm Thame Road: Observations made regarding street lighting and boundaries. See planning portal for full details.
22/05108/ADRC: Land to South of Rose Farm Thame: Notification only no comment required.
22/05187/FUL: 4 Lower Icknield Way Longwick: The Parish Council has no objections to this application however, we would however express our concern at the intention for the building line for the property to be brought forward in respect of adjacent properties by some 1.3m (and further reducing parking which has to be off-road at this point of the Lower Icknield Way)
22/05273/ADV: Chadwell Hill Farm Lower Icknield Way Longwick: The Parish Council would like to draw attention to the fact that this sign is advertising a Chapel and Garden which has no existing permissions.
21/08089/VCDN: Old Berkeley House (Shoulder of Mutton) Owlswick: Comment to be decided via email due to the late arrival of the application and deadline for commenting.

The following applications status has changed:

18/08220/FUL: Land at Orchard View Farm Stockwell Lane Little Meadle: Appeal allowed subject to conditions
18/00422/CU: Land at Orchard View Farm Stockwell Lane Little Meadle: The appeal is allowed and the enforcement notice is quashed subject to the enforcement notice being corrected
21/08450/FUL: Land Between De Graven Meadows and Lower Icknield Way: Application Permitted
21/08677/ADRC: Hazeldene Lodge Thame Road Longwick: Split- detail Reserved by Condition
21/08737/MINAMD: Land to South of Rose Farm Thame Road: Application Permitted
20/07950/FUL: Tifnams Owlswick Lane Owlswick: Appeal Dismissed

190. TO NOTE ACCOUNTS FOR PAYMENT IN ACCORDANCE WITH THE BUDGET

The following payments were presented for approval.

Payee	Net	VAT	Gross	Comment
Tracey Martin	£503.23		£503.23	Salary
Tracey Martin replacements	£47.90		£47.90	Mobile Top up, H/A, Pedal
DCK Payroll Solutions	£25.00	£5.00	£30.00	January Payroll Processing



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Shield Maintenance	£143.00	£28.60	£171.60	Bin Emptying
Chiltern Society	£653.80		£653.80	Footpath Maintenance 2021
Wel Medical	£1,033.50		£1,033.50	Defibrillator Ilmer
PRTC	£497.67	£98.33	£590.00	Devolved Services Cuts
Valerie McPherson	£15.90		£15.90	OVF For Meeting
Brian Richards	£8.57	£0.92	£9.49	Stationery
Due to the late arrival of invoices the following invoices were also approved:				
Camsec	£20.83	£4.17	£25.00	SIM Rental
Orchard View Farm	£92.80	£9.73	£102.53	Meeting room and refreshments
Total	£3036.20	£146.75	£3182.95	

All payments were approved.

191. TO AGREE PAYMENTS AS SET OUT IN THE SCHEDULE FOR THE VILLAGE HALL WORKS

- a. The following schedule of payments were approved by Councillors and payment will be made upon receipt of an invoice detailing what work has taken place:

Total Project Amount:	£78,960.00
4th March 2022	£17,503.00
18th March 2022	£17,503.00
1st April 2022	£17,503.00
15th April 2022	£17,503.00
On completion	£5,000
Total	£75,012.00

The remaining 5% £3948 to be paid 14 days after:

- The contractor has put right all the faults that he is responsible for and that have been discovered within 3 months after the work was finished, and
 - The customer has received the contractor's invoice for that amount
- b. Clerk to check with Lloyds that there are no limitations on payment amounts. **Action: Clerk**

192. TO RECEIVE AN UPDATE ON THE JUBILEE CELEBRATIONS

- a. Cllr McPherson reported that the scouts and the school have been asked to make bunting and asked Councillors whether they would consider running a competition for the bunting with prizes of a plant pot and seeds. Discussions were had and Councillors were not in favour and decided not to run a competition.
- b. Cllr Barter to send out a save the date letter. **Action: Cllr Barter**

193. TO RECEIVE AN UPDATE ON THE TRAFFIC CALMING PROJECT

- a. Cllr McPherson reported that a meeting had taken place with Buckinghamshire Councillors to discuss the next steps and a meeting will be arranged with all Councillors to discuss the plans in the near future.

194. TO CONSIDER COSTINGS FOR ADDITIONAL PLAYGROUND EQUIPMENT

- a. The Clerk had circulated playground equipment options ahead of the meeting. Councillors discussed and felt that another piece of equipment may make the playground overcrowded so decided not to pursue an additional piece of equipment at this time.

195. TO CONSIDER AND APPROVE QUOTE FOR RUBBER MULCH AROUND THE GYM EQUIPMENT

- a. The Clerk had circulated costings ahead of the meeting. Discussions were had and it was agreed to proceed with the quote from Reid's Playground Maintenance at a cost of £890 + VAT. All equipment will have rubber mulch laid apart from the Zig Zag beam which has no main area of footfall.

196. TO CONSIDER AND APPROVE QUOTE FOR REPAIRING VILLAGE ENTRY GATE AND VARNISHING OF NOTICEBOARD

- a. The Clerk had circulated a quote ahead of the meeting. It was agreed to proceed with the works at a cost of £285 to replace loose post on the Village Entry gate from Thame and Treat the noticeboard with Oil at a cost of £165.



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197. TO REVIEW AND APPROVE THE OPENING OF BANK ACCOUNTS TO MEET WITH THE FSCS GUARANTEE

- a. Discussions were had on the paper which had been circulated ahead of the meeting and it was agreed to open the following accounts with Cllr McPherson and Cllr Richards as signatories. The Lloyds account will remain in place for everyday banking and hold some savings.
Redwood Bank 95-day account
Hampshire Trust Bank 95-day account
Nationwide 35-day Saver account
Cambridge Building Society 100-day account

198. TO REVIEW AND APPROVE INSURANCE RENEWAL FOR 2022-2023

- a. The insurance renewal had been circulated ahead of the meeting and all Councillors were in agreement to approve the renewal at a cost of £870.17 on a 3-year agreement.

199. TO DISCUSS AND DECIDE ON ANY RESPONSES TO CORRESPONDENCE RECEIVED AND / OR ISSUED BY THE PARISH COUNCIL

- a. Cllr McPherson reported that she had received an email from a resident asking whether further consultation will be taking place with residents. Discussions were had and it was agreed that consultation with residents has already taken place and any decisions will now be down to the Parish Council. Cllr McPherson to respond accordingly. **Action: Cllr McPherson**
- b. Cllr McPherson had received an email regarding a damaged lamp post on the playing field. Cllr Myers has kindly offered to repair. **Action: Cllr Myers**
- c. Cllr McPherson reported that she had received an email which had raised concerns with the urns used at the Village Hall and asking for the Parish Council to approve a grant. Discussions were had and it was agreed that this was a matter for the Village Hall. Clerk has responded.
- d. Cllr Barter stated that there had been an oil spill in the Village Hall car park. A member of the Committee had raised this with Cllr Barter but as the car park is owned by the Village Hall there is nothing the Parish Council can do. It was agreed to send the map which had been prepared by Cllr Myers to the Village Hall Committee so they know who is responsible for which area. **Action: Clerk**
- e. The Clerk asked Councillors whether they would like to participate in the Government Consultation on the Glover Landscapes Review. Discussions were had and it was agreed that as the Parish is not in the AONB and therefore there is no need for the Parish Council to comment.
- f. The Clerk reported that she had received a request for information on how the recent housing developments had affected the place profile. It was suggested that the Clerk respond that the Neighbourhood Plan may be of use and the traffic survey when it is published in a couple of months.
- g. On behalf of Cllr van Apeldoorn the Clerk reported that a complaint had been received regarding Rose Farm Contractors parking on Wayfarers Road. It was agreed that the Parish Council cannot do anything as they are not breaking the law and the residents should raise the issue with the contractors.
- h. Cllr Richards stated that a key had still not been received for the Village Hall so that the builder can access. Clerk to respond to the Village Hall Chairman stating that it is unacceptable and that the works will be delayed if a key is not received.
- i. Cllr McPherson reported that the PID for Toll Bar Corner had been accepted and an order raised.

200. TO RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE PARTICIPATED IN ON BEHALF OF THE PARISH COUNCIL

- a. Cllr McPherson and Cllr Rogers had attended the North West Chilterns Community Board meeting where discussions were had on the two police areas merging. Cllr McPherson will share slides once received.

201. TO CONSIDER AGENDA ITEMS FOR THE NEXT MEETING

- a. Any items for the agenda to be emailed to the Clerk

202. DATE OF NEXT MEETING – 15th March 2022

There being no further business the meeting closed at 9.05pm

Chair..... Date.....