



Longwick-cum-Ilmer  
Parish Council

## LONGWICK PARISH COUNCIL

To: Cllr McPherson (Chairman), Cllr Richards (Vice Chairman), Cllr Rogers,  
Cllr Myers, Cllr Barter and Cllr Molson

You are hereby summoned to a meeting of the Parish Council taking place at Longwick Village Hall on Tuesday 16<sup>th</sup> April 2024 at 7.30pm.

### AGENDA

Public Forum – The first ten minutes are available for the public to express their view or ask questions on matters on the following agenda. The formal meeting will commence at the end of the public forum or at 7.45pm, whichever is earlier.

1. Welcome and Apologies for Absence
2. To Receive any Declarations of Interest
3. Acceptance of Minutes of the Parish Council Meeting held on the Tuesday 19<sup>th</sup> March 2024
4. Update from Buckinghamshire Councillors
5. Planning Applications:
  - a. To consider and approve comments for New Planning Applications
  - b. To Receive Notice of Planning Applications Approved and Refused
6. To note accounts for payment in accordance with the budget
7. To review and update the bank mandate
8. To receive a report on the Transport 1<sup>st</sup> Phase Proposal
9. To discuss and decide on any responses to correspondence received and/or issued by the Parish Council
10. To receive Reports from Councillors on meetings that they have participated in on behalf of the Parish Council
11. To consider agenda items for next meeting and confirm the date: Annual Meeting of the Council 21<sup>st</sup> May 2024 at 7.30pm at Longwick Village Hall

**Tracey Martin**  
Clerk, Longwick Parish Council  
[clerk@longwickcumilmer.org.uk](mailto:clerk@longwickcumilmer.org.uk)

28<sup>th</sup> March 2024



*Longwick-cum-Ilmer  
Parish Council*

**LONGWICK-CUM-ILMER PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
TUESDAY 19<sup>TH</sup> MARCH 2024 AT 7.30PM AT LONGWICK VILLAGE HALL**

**PRESENT:** Cllr Val McPherson BEM (Chairman), Jane Rogers, Brian Richards, Alex Barter and Mark Molson  
Tracey Martin (Clerk)  
Buckinghamshire Councillor: Cllr Hall  
Two members of the public in attendance

**172. WELCOME AND APOLOGIES FOR ABSENCE:** Cllr McPherson welcomed all to the meeting. Apologies were received and accepted from Cllr Myers and Buckinghamshire Councillors Cllr Walsh and Cllr Turner.

**173. DECLARATIONS OF INTEREST:** None declared.

**174. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD 20<sup>TH</sup> FEBRUARY 2024:** The minutes were approved by all Councillors and the minutes were signed.

**175. UPDATE FROM BUCKINGHAMSHIRE COUNCILLOR:**

- a. The B4009 is being surface dressed from the Oxfordshire border through to under the bridge on the Lower Icknield Way.
- b. Buckinghamshire Council have circulated an email about EV Charging Points, there is a consultation taking place and they are looking for suggestions on locations.
- c. Ownership of the stream behind the scout hut, discussions are still ongoing.
- d. Resurfacing in Bar Lane will be carried out when the weather improves
- e. A meeting has been scheduled next week with the relevant officer of Buckinghamshire Council, Buckinghamshire Ward Councillors and the Parish Council to discuss the 1<sup>st</sup> Phase Proposals.
- f. Cllr Rogers asked for an update on the advertising hoardings in the field on the south-eastern side of the Lower Icknield Way between Mill Lane and the turning to Askett which had previously been raised, Cllr Hall has reported the issue and is still awaiting a response.  
**Action: Cllr Hall**
- g. Cllr Rogers raised a concern with the road from Little Meadle to Ford village, and the dangerous bend on the boundary between Longwick cum Ilmer and Dinton and Ford and asked if any signage could be placed to make drivers aware. Cllr Hall will look into this and report back.  
**Action: Cllr Hall**

Cllr Hall left the meeting.

**176. PLANNING:**

The following new applications were reviewed, discussed and comments approved.

24/05355/FUL: 25 Wickfields Longwick: No comment

24/05385/FUL: Armour Farm Stockwell Lane Little Meadle: No comment, however, the Parish Council would request that suitable nesting provision is made within the barn for swallows and or barn owls in addition to the proposed boxes on the exterior.

24/05478/FUL: Woodbine Cottage Chestnut Way Longwick: No comment

The following applications status has changed:

23/07808/VCDN: Land to South of Rose Farm Thame Road: Application permitted

24/05079/LBC: Waterspring House Meadle Village Road Meadle: Application permitted

23/07517/ADRC: Land to South of Rose Farm Thame Road: Permit - detail reserved by condition

23/06996/CTREE: Meadle Farm Meadle Village Road: Not to make a tree preservation order

23/07251/CLP: OS Parcel 4664 Upper Icknield Way Bledlow: Refuse certificate of proposed use

23/08012/FUL: White Gables Thame Road Longwick: Application permitted

PR202308-328821: Thame Road Layby, Thame Road, (replacing the existing trader at this location):  
Granted

24/05328/CLP: 32 Walnut Tree Lane Longwick: Refuse certificate of proposed use

APP/K0425/W/23/3322930: Land Opposite Green Space Chestnut Way: Appeal dismissed

23/06650/ADRC: Old Berkeley House (Shoulder of Mutton) Owlswick: Permit – detail reserved by condition

**177. TO NOTE ACCOUNTS FOR PAYMENT IN ACCORDANCE WITH THE BUDGET:**

<b>Payee</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>Comment</b>
Tracey Martin	£711.85		£711.85	Clerk Salary
HMRC	£98.60		£98.60	PAYE
Shield Maintenance	£143.00	£28.60	£171.60	Bin Emptying
Starboard Systems	£345.60	£69.12	£414.72	Accounts Software
Reids Playground	£2,765.00	£553.00	£3,318.00	Repairs approved 165
<b>Total</b>	<b>£4,064.05</b>	<b>£650.72</b>	<b>£4,714.77</b>	

All payments were approved.

**CashPlus Card**

GiffGaff	£5.00	£1.00	£6.00	Mobile Top Up
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**Direct Debits / Standing Orders**

EDF Energy	£48.00		£48.00	Electricity monthly payment
Nest	£44.85		£44.85	Pension Contribution

**178. TO CONSIDER INSURANCE RENEWAL FOR 2024-2025:**

a. All Councillors were in favour of approving the Clear Council quote on a three-year agreement at a cost of £907.70. This payment will be added to the payment schedule this month as the current agreement expires 31<sup>st</sup> March 2024.

b. A query was raised as to whether the Village Hall held both buildings and contents insurance. As custodian trustee the Parish Council feels that we have a potential interest in clarifying this. Clerk to write to the Committee asking for confirmation.

**Action: Clerk**

**179. TO CONSIDER QUOTE FOR DISH ROUNDABOUT REPAIRS:** The quote from Reids Playground Maintenance was approved at a total cost of £1220 + VAT.

It was reported that there is potentially an issue with the tension on the zip-wire. Clerk to request Reids Playground Maintenance attend to take a look as they have only recently inspected it. **Action: Clerk**

**180. TO CONSIDER REQUEST TO USE THE PLAYING FIELD FOR PAN FOOTBALL:** Unfortunately, the Village Hall has still not stated whether they will permit the use of the toilets and / or car park. The Parish Council is supportive of PAN Football using the playing field and has tried to move this along but cannot make a decision until a response is received from the Village Hall.

**181. TO CONSIDER BUCKINGHAMSHIRE COUNCIL DEVOLVED SERVICES PROPOSAL:** The Clerk provided an update on the maps which had been incorrectly produced. The Clerk has made enquiries with the current Devolved Services grass contractor to get further information on the areas they cut so the maps can be updated. It was resolved that approval of Devolved Services will be delegated to the Clerk who will circulate the updated maps to Councillors for agreement based on what has been cut in the previous year. **Action: Clerk**

**182. PURSUANT TO SECTION 1 (2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, A RESOLUTION IS REQUIRED TO EXCLUDE THE PUBLIC AND PRESS TO PROTECT THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED DURING CONSIDERATION OF ITEM 183 ON THE AGENDA:** Cllr Molson proposed the motion and Cllr Barter seconded and all Councillors were in favour and it was resolved that the press and public would be excluded. Two members of the public who were in attendance left the meeting.

**183. TO CONSIDER CORRESPONDENCE WHICH HAS BEEN RECEIVED AND THE ACTION REQUIRED:** It was resolved to send a letter to the resident initiating the Parish Council's vexatious policy. **Action:**

**Clerk**

**184. PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960: TO RESOLVE THAT THE PUBLIC AND PRESS BE RE-ADMITTED TO THE MEETING:** Cllr Molson proposed the motion and Cllr Rogers seconded and all Councillors were in favour and it was resolved that the press and public be readmitted. There were none in attendance.

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

The Clerk had received the following correspondence:

- a. Complaint received regarding charging for the use of the playing field for the fete: Councillors discussed and felt that the Parish Council had been very supportive of the Village Hall over the years and also with the substantial grants provided. Councillors consider that the charge is fair due to the cost of the grass cutting preparation required prior to the fete and that also the restrictions it puts on others users of the playing field.
- b. The condition of the pedestrian footpath in Thame Road directly opposite the Shell Garage by the Sportsman’s roundabout. The Clerk followed this up with the Local Area Technician and he has confirmed that bollards will be installed at the end of March / beginning of April which is excellent news.
- c. A request to replace the speed indicator sign coming from the Thame end of the village with one similar to the two at the other end of the village which would give a better indication if someone was speeding. Councillors discussed and it was agreed that this will be considered in the 2<sup>nd</sup> Transport Plan.
- d. The Clerk provided an update on the removal of the noticeboard by the Sportsman Roundabout. Buckinghamshire Council planning department have confirmed that the sign has permission so unless there is any further information, there is nothing more that the Clerk can do.

**186. TO RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE PARTICIPATED IN ON BEHALF OF THE PARISH COUNCIL:** No meetings attended.

**187. TO CONSIDER AGENDA ITEMS AND CONFIRM THE DATES AND TIMES OF THE NEXT PARISH COUNCIL MEETING:** Send agenda items through to the Clerk via email. Tuesday 16th April 2024 at Longwick Village Hall. Annual Meeting of the Parish starting at 7pm followed by the Parish Council Meeting at 7.30pm

There being no further business the meeting closed at 8.27pm

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

## **PAYMENTS**

### **Payments for approval:**

<b>Payee</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>Comment</b>
Tracey Martin	£711.85		£77.85	Clerk Salary
HMRC	£98.60		£98.60	PAYE
Shield Maintenance	£143.00	£28.60	£171.60	Bin Emptying
PRTC	£47.80	£9.56	£57.36	Sign Cleaning
<b>Total</b>	<b>£1001.25</b>	<b>£38.16</b>	<b>£1039.41</b>	

**Note that the meeting pack has been circulated early due to the Clerk being on annual leave and an additional payment schedule will be sent out prior to the meeting to include any other invoices received.**

### **Cashplus Card**

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