



Longwick-cum-Ilmer Parish Council

LONGWICK-CUM-ILMER PARISH COUNCIL MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING HELD ON TUESDAY 15th DECEMBER 2020 AT 7.30 PM

PRESENT

Cllr Val McPherson BEM (Chair)

Cllrs Brian Richards (Vice), Richard Myers, Alex Barter, Rolf van Apeldoorn, Jane Rogers, Bill Bendyshe-Brown (County), Tracey Martin (Clerk),

1. WELCOME AND APOLOGIES FOR ABSENCE

- a. Cllr McPherson welcomed all to the meeting.
- b. Cllr Walker offered his apologies as unable to log in via the internet and doesn't want to dial in via the telephone. The Parish Council took a vote and **resolved not to accept the apologies** as although logging in through the internet is not possible the dial in option is.

2. MINUTES OF MEETINGS HELD 17TH NOVEMBER 2020

Approved by all Councillors.

3. DECLARATIONS OF INTEREST

None declared

4. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

- a. Cllr McPherson reported that she had been contacted by the Caretaker of the Village Hall who has started up a Speedwatch initiative. Discussions were had and it was agreed that Cllr McPherson and Cllr Bendyshe-Brown would follow up on this offline.

Action: Cllr McPherson / Cllr Bendyshe-Brown

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

- a. Discussions were had on the VAS which is planned for Bar Lane. Costings have been received however the exact location needs to be decided when the distance from junction has been confirmed. Cllr Bendyshe-Brown and Cllr Myers to visit the site later in the week to confirm location. **Action: Cllr Bendyshe-Brown / Cllr Myers**
- b. Cllr Bendyshe-Brown reported that the closure on the Lower Icknield Way had been operating outside the agreed limits and this had been reported and dealt with.
- c. Cllr Bendyshe-Brown reported that timings had been agreed for the works on the 4129 by Longwick roundabout.
- d. Cllr Bendyshe-Brown stated that Buckinghamshire Council are seeking further legal advice on the application for the Household Waste Recycling Centre and that if no decision is made by the 2nd January 2021 then the CIC will be going to appeal for non-determination.

6. UPDATE ON WEB COMPLIANCE AND EMAIL FRAMEWORK

- a. Cllr Barter reported that further works are still required on the planning section of the website.
- b. Discussions were had on the use of the longwickcumilmer.org.uk emails which all councillors have been provided with. These must be used going forward.

7. TO RECEIVE AN UPDATE ON TRAFFIC CALMING PROJECT

- a. Cllr McPherson reported that no contacts had been made with local organisations yet, this will take place in the New Year followed by a questionnaire which may have to be printed and hand delivered to ensure that all residents are involved.
- b. Cllr McPherson read out a report from the Traffic Calming Consultant.



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8. KISSING GATES FOR LONGWICK

- a. Cllr Richards reported that a meeting had taken place and agreed what needs to be done for footpath 16.
- b. Cllr Richards reported that there is a stile on Dickies Lane which is very muddy, the Rights of Way officer has visited the site and agreed that it is unsatisfactory. As there is one kissing gate still in storage this could be possibly be used.
- c. It was agreed to remove this item from the agenda as all works are near completion unless further residents come forward.

9. PLANNING PERMISSION FOR NEW NOTICEBOARD

- a. The Clerk reported that Buckinghamshire Council have approved the new location by The Elm and has been in contact with the permit department who are happy to issue a permit once a date is confirmed for the work.
- b. Installation of the new noticeboard will cost £262 + vat with the work being carried out by PA Spittles. All Councillors were in agreement and approved the installation costs. Clerk to arrange works and obtain permit.
Action: Clerk

10. TO CONSIDER REPLACING BENCHES IN THE PARK

- a. The Clerk reported that she had made contact with the family of the bench where the inscription is engraved into the bench. The family have requested whether the inscribed part of the bench could be removed and mounted elsewhere in the playing fields. The Council discussed and felt that there may not be anywhere to place it. A discussion was had on whether that part of the bench could be removed and installed on the new bench. Clerk to discuss works with local contractor as to whether this would be possible. **Action: Clerk**
- b. It has not yet been possible to locate the families of the other benches which have plaques on. It was agreed to post on Facebook, Website, in the Newsletter and also check the electoral roll. Cllr McPherson will also send a message to Neighbourhood Watch members.
Action: Clerk / Cllr McPherson

11. PLAYING FIELD SHELTER – TO DISCUSS AND CONSIDER CCTV

- a. Cllr McPherson reported that she'd had a meeting with a CCTV company and received a quote for around £18k, this was for 2 cameras and an ANPR. Cllr McPherson is liaising with the company in order to get a further quote for 1 camera and an ANPR. Once received these will be circulated to Councillors.
- b. Members of the public will be consulted as to whether they would welcome CCTV or not.

12. TO DISCUSS AND CONSIDER QUOTES FOLLOWING THE ANNUAL RoSPA

- a. Caloo are scheduled to do a site visit this week.

13. DEBIT CARD PROVISION

- a. Clerk reported that top up cards all come with a monthly cost or a charge per transaction. It was agreed that this will be deferred until banks are accepting new accounts.

14. PLANNING

The following new applications were reviewed and discussed:

20/07950/FUL: Tifnams, Owlswick Lane, HP27 9RJ: No comment

20/08090/FUL: Ivy Farm, Lower Icknield Way, HP27 9RZ: No comment

20/08085/FUL: OS Parcel 3482 & OS Parcel 2171, The Little Orchard, Stockwell Lane, Little Meadle: No comment.

20/08240/FUL: Coombe House, Bennels Close, Meadle, HP17 9UD: No comment



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The following applications status has changed:

20/07220/FUL: Pinegrove Cottage HP27 9SG: Application permitted

19/08065/OUT: Storage Barn and Land South West of Old Orchard Home Farm, Thame Road: Application refused.

20/07650/CTREE: Portsonachan, Meadle, HP17 9UD: Not to make a tree preservation order.

20/07479/TPO: 5 Woodbine Close, Longwick, HP27 9ES: Application permitted

20/06924/FUL: Land adjoining Saddleback Barn, Chadwell Hill Farm, Longwick, HP27 9RL: Application refused. Clerk to liaise with enforcement with regards to the work that has already been carried out.

Action: Clerk

15. FINANCE

The following accounts for payment were reviewed and **approved**:

Meeting: December 2020						
Inv No	Payee	Net	VAT	Gross	Comment	
154810	TBS Hygiene	£ 200.00	£ 40.00	£ 240.00	October bin emptying	
P2102	DCK Accounting	£ 25.00	£ 5.00	£ 30.00	November payroll processing	
8	Tracey Martin	£ 660.07		£ 660.07	November Pay - includes tax rebate	
n/a	Tracey Martin Expenses	£ 31.66	£ 0.58	£ 32.24	£12.24 Electricity & Home Allowance 4 Wks	
n/a	WDALC	£ 10.00		£ 10.00	Membership 2021/2022	
SB20203337	PKF Littlejohn	£ 800.00	£ 160.00	£ 960.00	AGAR to 31st March 2020	
so	Keith Dobson	£ 16.00		£ 16.00	Playground Risk Assessment Nov 2020	
154930	TBS Hygiene	£ 160.00	£ 32.00	£ 192.00	November bin emptying	
	DH Landscapes	£ 1,235.00		£ 1,235.00	Hedge Longwick Playing Field	
				£ -		
				£ -		
				£ -		
		£ 3,137.73	£ 237.58	£ 3,375.31		

16. TO NOTE AMENDED QUARTER 2 ACCOUNTS

- a. The Clerk reported that the overall figures on the previously circulated quarter 2 accounts were the same however, a few payments have been reallocated to different cost codes.

17. TO DISCUSS DRAFT BUDGET 2021/2022

- a. The draft budget was circulated to councillors prior to the meeting.
- b. The following changes were recommended: Decrease in electricity costs for 21/22, increase in bin emptying due to the new bins for 21/22.
- c. The precept was also discussed and all councillors were in agreement that the Band D Tax would remain the same as the previous year resulting in a precept for the Parish Council of £30,250.
- d. Both budget and precept will be formally approved at the January 2021 Parish Council meeting.

18. CONFIRMATION OF AGAR COMPLETION

- a. The Clerk reported that the AGAR had now been Signed Off and the Notice of Conclusion of Audit has been displayed.

19. ADOPTION OF UPDATED PARISH EMERGENCY PLAN

- a. It was agreed that first names should be included on page 6, an amendment was also suggested to one of the telephone numbers.
- b. Amendments to be made and circulated to Councillors. **Action: Cllr van Apeldoorn**



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20. TO APPROVE THE CLERK’S INCREASE IN SALARY FOLLOWING COMPLETION OF CiLCA BE BACKDATED TO 1ST NOVEMBER

- a. All Councillors were in agreement.

21. TO DISCUSS ANY RESPONSES TO CORRESPONDENCE

- a. Discussions were had on the signs which Cllr van Apeldoorn had received quotes for at a cost of £22.80 each without fittings. It was agreed that the contact should be the dog warden not the Parish Clerk. Clerk to find out what the contact number should be.
Action: Clerk
- b. Cllr Barter had received an email from a member of the public asking for an update on the Ilmer gates and signs. It was agreed that this will be included in the questionnaire for the traffic calming project for all Hamlets.
- c. Cllr van Apeldoorn raised the dredging of the ditch by the playing fields. After discussions it was agreed that this would-be put-on hold until the Parish Council knows whether Rose Farm development will be taking place as there is no point increasing flow in just one area.

22. RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS ATTENDED

- a. Cllr Rogers reported she had attended the Monks Risborough PCC meeting and a report will be received at the Annual Parish Meeting.
- b. Cllr McPherson stated that the WDALC meeting is taking place on Thursday and will report back in January.

23. NEXT MEETING [VIRTUAL]

Date of next meeting (virtual) – 19th January 2021 and confirmation of 2021 meetings.

Tuesday 19th January 2021	7.30pm	Precept Setting
Tuesday 16th February 2021	7.30pm	
Tuesday 16th March 2021	7.30pm	
Tuesday 20th April 2021	*	7.30pm
Tuesday 18th May 2021	**	7.30pm
Tuesday 15th June 2021	7.30pm	
Tuesday 20th July 2021	7.30pm	
There is no meeting held in August	n/a	
Tuesday 21st September 2021	7.30pm	
Tuesday 19th October 2021	7.30pm	
Tuesday 16th November 2021	7.30pm	
Tuesday 21st December 2021	7.30pm	Budget Setting

- * The Annual Meeting of the Parish will be held prior to the ordinary Parish Council meeting on 20th April 2021 via Zoom (unless physical meetings are permitted) starting at 7pm.
- ** The Annual Parish Council meeting will be held prior to the ordinary Parish Council meeting on the 18th May 2021 via Zoom (unless physical meetings are permitted) starting at 7pm.

There being no further business Cllr McPherson thanked all Councillors and the Clerk for their work over the past year and wished them all a Merry Christmas and a Happy New Year the meeting closed at 9.10pm

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