



Longwick-cum-Ilmer Parish Council

LONGWICK-CUM-ILMER PARISH COUNCIL MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING HELD ON TUESDAY 16th FEBRUARY 2021 AT 7.30 PM

PRESENT

Cllr Val McPherson BEM (Chair)

Cllrs Brian Richards (Vice), Richard Myers, Alex Barter, Rolf van Apeldoorn, Jane Rogers,
Tracey Martin (Clerk),

1. WELCOME AND APOLOGIES FOR ABSENCE

- a. Cllr McPherson welcomed all to the meeting and a two minutes silence took place in memory of Councillor Bill Bendyshe-Brown who sadly passed away last week.
- b. Apologies were received from Cllr Walker. The Council resolved not to accept the apology as it is possible to dial in to meetings.

2. MINUTES OF MEETINGS HELD 19TH JANUARY 2021

Approved by all Councillors.

3. DECLARATIONS OF INTEREST

None declared

4. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

None

5. A REPORT FROM CLLR BENDYSHE-BROWN ON MATTERS CONCERNING LONGWICK-CUM-ILMER PARISH COUNCIL – no report see item 1a above.

6. UPDATE ON WEB COMPLIANCE AND EMAIL FRAMEWORK

- a. Cllr Barter reported that the website had been updated with new images and information.
- b. Cllr Barter recommended that Cllr Barter, Cllr Myers and the Clerk have another meeting to discuss progress and any outstanding issues **Action: Clerk**
- c. There are no issues with emails.

7. TO RECEIVE AN UPDATE ON TRAFFIC CALMING PROJECT

- a. Cllr McPherson reported that the questionnaire had been produced and was currently with the printers. 800 copies have been printed and these will be distributed by Councillors and any uncovered roads will be supported by the representatives who distribute the newsletters. Cllr McPherson confirmed that the Parish Council is allowed to distribute the questionnaires in the pandemic and recommended Councillors wear gloves and masks. Cllr McPherson to share list of roads with Councillors. **Action: VmP**
- b. The deadline for responses is the 6th March and residents can be put their completed questionnaires into boxes either at the Shop or Briants. Cllr McPherson will empty the boxes.
- c. Once the responses have been collated a report is expected by the end of March.

8. KISSING GATES FOR LONGWICK

- a. Cllr Richards reported that there is one kissing gate in Dickies Lane which is still to be completed but work is halted due to flooding.
- b. Cllr Richards stated that a spring had to be repaired on the kissing gate in Bar Lane.

9. UPDATE ON NEW NOTICEBOARD

- a. The new noticeboard is now in place and being used and positive feedback has been received.



Longwick-cum-Ilmer Parish Council

10. TO CONSIDER REPLACING BENCHES IN THE PARK

- a. Cllr McPherson stated that posts had been put on Facebook and sent out to Neighbourhood Watch to try and locate the families however, no response had been received. It was agreed that the plaques would be removed from the benches and stored in the garage and to make contact with the family who have an inscription on the bench and information them that if they want to retain the inscription, they will need to consider purchasing a new bench.

Action: Clerk

11. TO REVIEW AND ADOPT MEMORIAL BENCH POLICY

- a. The previously circulated Memorial Bench policies were discussed and it was agreed to adopt option 1. Clerk to update website.

Action: Clerk

12. CCTV – TO APPROVE ADDITIONAL COSTINGS AND CONSIDER POSSIBLE LOCATIONS

- a. Cllr McPherson referred to the previously circulated quote for £9569.99 excl VAT. The quote was slightly cheaper due to using nylon rope and stakes. Cllr McPherson reported that it will take 5 days to order equipment and around a week to install. All Councillors were in agreement to proceed.
- b. Discussions were had on the shelter which will not be covered by the CCTV. Possible alternative locations for the shelter were discussed but it was agreed to install the CCTV and see if it acts as a deterrent, if this does not work then the shelter would be moved.

13. TO DISCUSS AND APPROVE COMMUNITY BOARD APPLICATION FOR VAS AND MATCH FUNDING

- a. Cllr McPherson reported that the application is now with the Sub Committee for approval. Two quotes were received for the VAS at a cost of - £6559.40 or £6748.04 and if the application is successful it will be 50% match funded by the Community Boards. All Councillors were in agreement to proceed.

14. TO DISCUSS AND AGREE ON THE LOCATION OF THREE NEW BINS IN THE PLAYING FIELDS

- a. Discussions were had on potential locations. It was agreed to place the bins in the following locations: 1: by entrance to car park by Village Hall. 2: Gate by Wickfields entrance. 3: By garage. Clerk to arrange for the bins to be installed.

Action: Clerk

15. PLANNING

The following new applications were reviewed and discussed:

20/08483/FUL: Church Farm Cottage, Chestnut Way: No comment

21/05227/TPO: Rose Farm, Thame Road: No comment

21/05321/MINAMD: Tanglin, Longwick Road: This is a notification only and requires no Council comment.

The following applications status has changed:

20/08085/FUL: OS Parcel 3482 & OS Parcel 2171, The Little Orchard, Stockwell: Application permitted.

20/07441/VCDN: Old Berkeley House, Owlswick: Application permitted.

20/08090/FUL: Ivy Farm, Lower Ickniel Way: Application permitted.



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16. FINANCE

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

**Longwick-cum-Ilmer PC
Payments for Approval**

Meeting: February 2021					
Inv No	Payee	Net	VAT	Gross	Comment
	Tracey Martin	£ 527.83		£ 527.83	Salary
Grant	Longwick C of E School	£ 1,802.70		£ 1,802.70	Grant for laptops
4346	Kevin Wharton	£ 60.00		£ 60.00	Footpath 6 Kissing Gate Repair
SO	Keith Dobson	£ 16.00		£ 16.00	Monthly playground inspection
SI-3684	PA Spittles	£ 262.00	£ 52.40	£ 314.40	Installation of new notice board
022021	Bledlow cum Saunderton	£ 29.95		£ 29.95	Zoom monthly shared cost x 5 months
080221	Tracey Martin	£ 20.00		£ 20.00	4 weeks home working allowance
338	TBS Hygiene	£ 200.00	£ 40.00	£ 240.00	Bin emptying January
3711	Whiteleaf Printers	£ 158.00		£ 158.00	Printing of 800 questionnaires
				£ -	
				£ -	
				£ -	
				£ -	
				£ -	
				£ -	
		£ 3,076.48	£ 92.40	£ 3,168.88	

17. TO CONSIDER A DONATION TO THE CHILTERN SOCIETY

- a. Discussions were had on the donation request received from The Chiltern Society who usually clear footpaths for the Parish Council. Although some paths have been cleared this year not all due to the pandemic. It was agreed that The Chiltern Society do excellent work and would have been affected by Covid and to donate £400. All Councillors were in agreement.

18. CONSIDER AND APPROVE INSURANCE RENEWAL

- a. The Clerk reported that this will need to be deferred until the March meeting in order to get the asset register updated and new quotes produced.

19. TO DISCUSS ANY RESPONSES TO CORRESPONDENCE

- a. Cllr van Apeldoorn reported that a resident had given him a copy of a letter from the Environmental Agency regarding a pond being dug at the Wickfield Estate. The resident had concerns that the water would not be filtered. Discussions were had and it was agreed that the letter should be sent to the Clerk to respond on behalf of the Parish Council.
- b. Cllr McPherson stated she had received a report of speeding on Chestnut Way.
- c. Cllr McPherson reported that she had received an email from the Chairman of Longwick Village Hall regarding them engaging a Chartered Surveyor to produce plans for the conversion at a cost of around £6k. Councillors agreed that this was not necessary as any builder should be able to cost the job by viewing the location and that there is a retired builder in the village who is willing to offer his services. Cllr McPherson confirmed she has shared the builder's details with the Chairman of Longwick Village Hall and will also ask him for a breakdown of costings.



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20. TO RECEIVE REPORTS FROM COUNCILLORS ON VIRTUAL MEETINGS ATTENDING

- a. No meetings had been attended.

21. AGENDA ITEMS FOR NEXT MEETING

- a. Insurance
- b. Benches – As PA Spittles will be providing a quote for the installation of the bins it was agreed to ask him to move the benches chained to the railings by the Village Hall too: Into the play area and by the pre school to replace the broken ones.

22. NEXT MEETING [VIRTUAL]

Tuesday 16th March 2021 7.30pm

There being no further business the meeting closed at 8.55pm

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