



Longwick-cum-Ilmer Parish Council

LONGWICK-CUM-ILMER PARISH COUNCIL MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING HELD ON WEDNESDAY 28TH APRIL 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)

One member of the public present

1. **WELCOME AND APOLOGIES FOR ABSENCE:** Cllr McPherson welcomed all to the meeting. There were no apologies.
2. **MINUTES OF MEETINGS HELD 16th MARCH 2021**
A minor amendment to item 6c: Action should have read Cllr Barter and Cllr van Apeldoorn
Subject to the above amendment the minutes were Approved by all Councillors.
3. **DECLARATIONS OF INTEREST**
None declared
4. **MATTERS ARISING NOT OTHERWISE ON THE AGENDA**
 - a. Cllr van Apeldoorn asked if there was any update on the new gate which has appeared from 'Haymarket Court' on the Harrow Road in the Wickfield's estate. Clerk responded that she is in talks with Bellway and the Management Company who have taken over the development.
 - b. Cllr van Apeldoorn asked if there was any update on the car which is parked on Boxer Road which is an eyesore. Cllr McPherson stated that it has been reported to the Police. It was agreed that the Clerk would write to Buckinghamshire Council. **Action: Clerk**
5. **TO RECEIVE AN UPDATE ON TRAFFIC CALMING PROJECT**
 - a. Cllr McPherson reported that there has been no progress on this from the Traffic Consultant. Cllr McPherson and Cllr Richards are pushing the matter and requested it be minuted that the Parish Council is disappointed in the speed of responses.
6. **TO RECEIVE AN UPDATE ON KISSING GATES**
 - a. Cllr Richards reported that the kissing gate in Dickies Lane has been installed and many compliments have been received.
 - b. The remaining gate which is in storage has been allocated to a site on footpath 16. The contractor is in talks with the landowner who will need to drive in some new posts before the gate can be installed.
 - c. Cllr Richards stated that an enquiry had been received from an Ilmer resident, the contractor is going to arrange to visit the site. It is hoped that if any other landowners in Ilmer are interested they would make contact with the Parish Council as soon as possible so that the Parish Council can order the required number of gates as this will be more cost effective.
 - d. Cllr Richards reported that Buckinghamshire Council have been very happy with the contractor which the Parish Council have been using and have requested his details which he is considering.
7. **PLANNING**
The following new applications were reviewed and discussed:
21/05689/ADRC: OS Parcel 2075 Thame Road: No comment required, information only.
21/05628/FUL: Brook Farm Meadle Village Road Meadle: No comment to make submitted.
21/05629/LBC: Brook Farm Meadle Village Road Meadle: No comment to make submitted
21/05843/MINAMD: Coombe House Bennels Close Meadle: No comment required, information only.



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21/05780/FUL: Horseshoe Cottage Meadle Village Road Meadle: No comment to make submitted
 21/05781/LBC: Horseshoe Cottage Meadle Village Road Meadle: No comment to make submitted
 21/05815/FUL: 3 & 4 Central Cottage Thame Road Longwick: Objection submitted.
 21/05966/FUL: 11 Walkers Road Longwick: No objection submitted.
 21/06050/CLE: Laurel Farm Thame Road Longwick: No comment submitted.
 21/06087/ADRC: Ivy Farm Lower Icknield Way: No comment required, information only.
 21/06097/FUL: Lodore Chestnut Way Longwick: No comment to make submitted.

The following applications status has changed:

21/05227/TPO: Rose Farm Thame Road: Application permitted

21/05581/ADRC: Land to The South of Rose Farm Thame Road: Permit - detail Reserved by Condition

8. FINANCE

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

Longwick-cum-Ilmer PC Payments for Approval

Meeting: April 2021					
Inv No	Payee	Net	VAT	Gross	Comment
17/03/2021	Keith Dobson	£ 16.00		£ 16.00	Risk Assessment March 2021
Mar-21	Came and Company	£ 825.50		£ 825.50	Note: Insurance renewal has been paid as it was due by 31st March so for information
Mar-21	Tracey Martin	£ 527.83		£ 527.83	salary
879	Earth Anchors	£ 1,343.00	£ 268.60	£ 1,611.60	3 x benches for play area
TPC9560	DCK Accounting	£ 50.00	£ 10.00	£ 60.00	VAT Advice
p2301	DCK Accounting	£ 25.00	£ 5.00	£ 30.00	March Payroll
4364	Kevin Wharton	£ 330.00		£ 330.00	Supply and fit Kissing Gate
3716	Whiteleaf Printers	£ 820.00		£ 820.00	Newsletters
577	TBS Hygiene	£ 160.00	£ 32.00	£ 192.00	Bin Emptying March
P2336	DCK Accounting	£ 25.00	£ 5.00	£ 30.00	Year end Payroll Processing
12391	PRTC	£ 191.70	£ 38.34	£ 230.04	Note: Grass cutting 31st March 2021 Unable to strim bank at Walnut Lane due to parked cars
Month 1	HMRC	£ 18.20		£ 18.20	Tax
1334	Oxford Oak	£ 400.00	£ 80.00	£ 480.00	removal of split tree playing fields
		£ 4,732.23	£ 438.94	£ 5,171.17	

9. TO NOTE AND APPROVE END OF YEAR ACCOUNTS

- a. The previously circulated end of year accounts were approved by all Councillors.
- b. Thanks were given to the Clerk for getting the accounts in order.
- c. Cllr Myers asked who would be inspecting the accounts next year. As there was no other volunteers Cllr Myers will continue to do quarterly checks of the accounts.

10. APPROVAL OF ASSET REGISTER

- a. The addition of the new benches at a value of £1245 to be added to the asset register.
- b. Subject to the above addition **the asset register was approved.**

11. CCTV UPDATE

- a. Cllr McPherson reported that the CCTV is installed and up and running with Cllr McPherson, Cllr Myers and the Clerk having received training.
- b. Cllr Myers stated that further clarification is required on data usage as it would be better to view from a laptop at home then on your phone. Clerk to enquire. **Action: Clerk**
- c. Cllr van Apeldoorn requested additional CCTV signs. Clerk to request. **Action: Clerk**



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- d. A demonstration of the CCTV was requested. It was confirmed however, that only those who had received training by Camsec could access the system as per the Data Protection requirements.
- e. Cllr Myers suggested a piece in the newsletter on the CCTV but in the meantime, something could be put on the website.

12. APPROVAL OF CCTV POLICY

- a. The previously circulated CCTV Policy was approved.

13. TO DISCUSS AND CONSIDER APPROPRIATE ACTION TO TACKLE THE ANTI-SOCIAL BEHAVIOUR AT LONGWICK PLAYING FIELDS

- a. Cllr McPherson reported that the police had been called many times to the playing fields due to anti-social behaviour.
- b. Cllr McPherson added that the CCTV has a clear picture of all areas apart from the shelter which is blocked by the previously discussed tree so either the tree needs to be removed at a cost of around £300 + VAT or possibly the shelter moved. Discussions took place on the options and it was agreed to look at the costs of having security onsite for a few weeks to break the cycle of anti-social behaviour.
- c. It was also reported that BBQs had been taking place on the field which is not only a fire hazard due to the dry grass but also a safety issue with children running around.

14. COMMUNITY SPEEDWATCH IN THE VILLAGE – CONSIDER PURCHASING EQUIPMENT

- a. Cllr McPherson reported that she had been speaking with the Police Coordinator for Speedwatch. He has informed Cllr McPherson that a resident has completed the required course and registered Speedwatch for Longwick. He also added that the new PCC is looking into purchasing units to be used across Thames Valley. As a resident has registered Longwick in the scheme this will be left with them for the time being to pursue.

15. TO CONSIDER AND APPROVE DEVOLUTION OF GREEN SPACE IN THE WYCOMBE AREA

- a. All Councillors approved.

16. TO CONSIDER AND APPROVE THE NUMBER OF GRASS CUTS REQUIRED IN THE PARISH

- a. Cllr McPherson asked Councillors whether we should review the number of grass cuts which take place within the parish. Currently the field and Ilmer green is cut 22 times and other areas i.e., Bell Crescent and Walkers Road are cut 8 times in the growing season. After discussions it was agreed to reduce the number of cuts at Ilmer Green to 8 cuts. Clerk to inform Contractor.
Action: Clerk

17. TO CONSIDER AND APPROVE QUOTES FOR GARAGE FASCIA

- a. The Clerk reported that she had contacted many builders but all had either been too busy to quote or visited the site and then not quoted. The Clerk had managed to get one quote but declared an interest as her husband is a partner in the building company but it is the only company who had quoted at a total cost of £1300. All Councillors were in agreement to proceed.

18. TO REVIEW QUOTES FOR PLACING NEW BINS AND MOVING BENCHES AT THE PLAYING FIELDS

- a. Cllr McPherson will follow this up.

19. TO CONSIDER A GRANT APPLICATION FROM LONGWICK VILLAGE HALL FOR REPAIRS TO BALCONY POSTS

- a. The previously circulated grant application was considered and the Council resolved to award the grant at a cost of £1,000 all Councillors were in favour.



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20. TO DISCUSS AND APPROVE A PLAN FOR MEETINGS GOING FORWARD

- a. The Clerk reported that the High Court ruling had overridden this agenda item as online meetings would no longer be legal from 7th May 2021.
- b. Discussions were had and the Parish Council will hold their next meeting at Longwick Village Hall – cleaning will be required before and after the meeting. Cllr Myers will be sending his apologies but at this time all other Councillors will be attending.

21. AGREE A RESPONSE TO GOVERNMENT CONSULTATION ON REMOTE MEETINGS

- a. The government is running a consultation on the effectiveness of remote meetings. It was agreed that the Clerk will submit a response on behalf of the Parish Council and share the link with Councillors should they wish to submit their own response. **Action: Clerk**

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

- a. The Clerk reported that she had received correspondence from a resident requesting that dogs be kept on leads. Councillors had discussed this previously and the Parish Councils position has not changed that the playing fields are open to all include walkers with dogs off leads.
- b. Cllr McPherson stated that she had only received one response from residents following the article in the newsletter asking for recommendations for under 3's play equipment. The suggestions had been a mini climbing frame with slide, a fire engine or a pirate ship.
- c. Cllr McPherson reported that she'd had to ask a child to take their dog out of the children's park area and asked whether we should consider bigger signs stating no dogs allowed. It was agreed that the current signage is appropriate.
- d. The Clerk raised the question of where a bus shelter could be placed with s.106 monies following emails from Buckinghamshire Council. Cllr Rogers suggested Chestnut Way along the verge from the junction opposite the Red Lion going towards Bell crescent where there is a concrete slab which she previously believed a bus shelter had been. Cllr van Apeldoorn offered to meet up with Buckinghamshire Council's officer to discuss options. Clerk to arrange. **Action: Clerk**
- e. Cllr Rogers raised a concern that no report had been received from the Parochial Charities. Clerk to follow up. **Action: Clerk**

There being no further business the meeting closed at 8.51pm

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