



Longwick-cum-Ilmer Parish Council

LONGWICK-CUM-ILMER PARISH COUNCIL MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 20th JULY 2021 AT 7.30 PM AT LONGWICK VILLAGE HALL

PRESENT

Cllr Val McPherson BEM (Chair)

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

Buckinghamshire Councillor: Cllr Alan Turner

Two representatives from Longwick C of E Combined School – Executive Headteacher and School Business Manager

40. WELCOME AND APOLOGIES FOR ABSENCE: Cllr McPherson welcomed all to the meeting. There were no apologies.

41. MINUTES OF ANNUAL COUNCIL AND FULL COUNCIL MEETINGS HELD ON 15th June 2021
The minutes were approved by all Councillors.

42. DECLARATIONS OF INTEREST

Cllr Rogers declared an interest in agenda item 8 – Planning application 21/06871/CLE.

43. TO RECEIVE A PRESENTATION FROM LONGWICK SCHOOL ON POTENTIAL PROJECTS

Longwick School had previously circulated a paper to Councillors on three projects which the school are focussing on:

- Develop school garden area and create a sensory garden and calm outdoor learning zone - £50,000.
- Develop forest school and create a permanent outdoor learning space – £35,000.
- Create a meeting space in school for resilience and support to local families £35,000.

Longwick School representatives stated that the focus would be on outdoor play and that they had recently received a grant from Tesco and had developed the garden area.

Cllr Rogers asked about the ongoing maintenance if the above projects go ahead. School representatives stated that funds would be raised through the outdoor cabin being used for the afterschool club for which rent would be charged and forest school sessions to preschool children would also generate an income.

Cllr Richards asked how the costings had been calculated. School representatives responded that they were based on previous quotes which had been received. Timescales were discussed for the projects with the school hoping to carry the works out in the next academic year Spring / Summer / Summer.

Cllr Richards questioned whether the meeting space in school project is something that should be funded through Education / Trust. The representative responded that the trust has supported them with roof works and fixing of the toilets but funds are limited.

Cllr McPherson thanked the representatives of Longwick School for their time and they left the meeting.

44. UPDATE FROM BUCKINGHAMSHIRE COUNCILLORS: Cllr Turner had the following to report:

- a. A link to a map for the Parish to be included with parish magazine had been provided however, the Clerk stated that Councillors wanted more detail on the map. Clerk to liaise with Cllr Turner to see if he can obtain anything else. **Action: Clerk / Cllr Turner**
- b. Notification of road works: unfortunately, emergency requests and utilities companies have the right to just proceed with the works without prior notification.



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- c. A press release has been circulated stating that Buckinghamshire Council has £4m of funds available to clear drains and gullies and asked Councillors to send through details of any drains or gullies which the Parish Council would like to be cleared. **Action: All**
- d. The three Buckinghamshire Councillors have a meeting scheduled with the road technician and asked Councillors to highlight any issues. **Action: All**
- e. A meeting has been scheduled with Chiltern Railways to discuss the Risborough and Monks Risborough service / improving of train times and also to raise concerns with the parking costs.
- f. Cllr van Apeldoorn requested an update on the two caravan sites in Askett which are in breach of planning. Cllr Turner confirmed that the Enforcement Officer is working towards the final injunction in order to get them removed.
- g. Cllr van Apeldoorn raised a concern with the mobile home further down in Askett which has been parked up by the bridge. Cllr Turner responded that it has been reported to enforcement and is under investigation.
- h. Cllr Rogers asked for an update on the Risborough Community Bus. It was confirmed that the service resumes on Monday 26th July.
- i. Cllr Rogers reported fly tipping of asbestos in Owlswick Lane which has been reported through FixMyStreet but not been collected. Cllr Turner to look into. **Action: Cllr Turner**
- j. Cllr Rogers raised a concern with a resident disposing of lawn trimming into ditches and asked what can be done. Cllr Turner asked Cllr Rogers to provide details and he will look into. A letter could possibly be sent to the resident. **Action: Cllr Rogers / Cllr Turner**
- k. Cllr Turner provided an update on the Household Waste Recycling Centre and stated a decision is expected in the next 10 days. If the response is not favourable then Cllr Turner would be looking to push for the site to at least be used for green waste.

45. TO RECEIVE MATTERS ARISING NOT OTHERWISE ON THE AGENDA FOR INFORMATION ONLY:

- a. Cllr McPherson reported discussions had been had with TfB regarding Bar Lane and alternatives to the VAS which TfB had not been in favour of. Suggestions had been dragon's teeth with a yellow backed 30 mph sign, colour on road surface which would be 40 linear in red or 25 linear in yellow. TfB are still looking into the alternatives and Cllr McPherson will circulate the suggestions. **Action: Cllr McPherson**

46. TO RECEIVE AN UPDATE ON KISSING GATES

- a. Cllr Richards reported that the Rights of Way officer is minded not to approve the request for two gates in Ilmer due to reduced access to wheelchair users. The resident has asked Rights of Way to revisit the site.

47. PLANNING

The following new applications were reviewed and discussed:

21/06697/REM: Land at Royston & Land at Home Farm Thame Road Longwick: The PC have no comments on the proposed plans but wish to mention that no external street lighting is erected.

21/06865/FUL: Elm Trees Bar Lane Owlswick HP27 9RG: No objection

21/06966/AGD: North of Armour Barn Stockwell Lane Little Meadle: Comment to be decided

21/07015/FUL: White Gables Thame Road Longwick: Discussions were had and it was agreed that Cllr Barter will look at the application and report back to Councillors. **Action: Cllr Barter**

21/06871/CLE: Owlswick Farm House Owlswick: No objection

21/07172/PNP3Q: Barn Longwick Mill Lower Icknield Way: Discussions were had and it was agreed that Cllr Barter will look at the application and report back to Councillors. **Action: Cllr Barter**

The following applications status has changed:

21/06097/FUL: Lodore Chestnut Way Longwick: Application permitted

21/06644/PNP6A: North of Armour Barn Stockwell Lane Little Meadle: Details required to be Submitted

21/05568/FUL: Hill View Longwick Road Longwick: Application permitted



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48. FINANCE: The following payments were presented for approval.

Meeting: July 2021					
Inv No	Payee	Net	VAT	Gross	Comment
3	Tracey Martin	£ 503.03		£ 503.03	Salary
Jun-21	Tracey Martin	£ 68.44		£ 68.44	Home allowance, Mobile top up, ink cartridge and laminating pouches
12466	Princes Risborough Town Council	£ 213.00	£ 42.60	£ 255.60	Devolved Services Grass Cutting 26th May
3325	Caloo Ltd	£ 672.00	£ 134.40	£ 806.40	Concrete Skate Repairs
822	TBS Hygiene	£ 160.00	£ 32.00	£ 192.00	Bin Emptying May
June21	Longwick PreSchool	£ 2,250.00		£ 2,250.00	Grant approved at June Meeting
	HMRC	£ 24.80		£ 24.80	Tax
June21	K Dobson	£ 17.50		£ 17.50	Risk Assessment June
P2483	DCK Accounting	£ 25.00	£ 5.00	£ 30.00	June Payroll Processing
June 21	Bledlow cum Saunderton Parish Cou	£ 83.00		£ 83.00	SLCC Membership 50%
1382	Oxford Oak	£ 120.00		£ 120.00	Remove tree in ditch and lift trees in playground for clearance underneath
July 2021	Rolf van Apeldoorn	£ 82.95		£ 82.95	Village planters
12489	Princes Risborough Town Council	£ 298.20	£ 59.64	£ 357.84	Devolved Services Grass Cutting 25th June
INV-3494	Camsec	£ 20.83	£ 4.17	£ 25.00	Sim Line Rental for CCTV on playing field
5459	Garden Affairs Landscapes	£ 1,465.30	£ 293.06	£ 1,758.36	Fitting of benches & bins, Relocating of metal benches
TBC	Whiteleaf Printers	£ 80.00		£ 80.00	780 A5 leaflets for walk in consultation
951	TBS Hygiene	£ 160.00	£ 32.00	£ 192.00	Bin emptying June
1000	Definitive Developments	£ 1,300.00		£ 1,300.00	Garage Fascia Repairs
INV-0033	James Gardner Landscapes	£ 300.00		£ 300.00	flailing of the footpath at meadle with Avant machine on 16/7/2021
				£ -	
		£ 7,844.05	£ 602.87	£ 6,846.92	

- a) Cllr van Apeldoorn stated that the payment for Village Planters should be for J van Apeldoorn and not R van Apeldoorn.
- b) Discussions were had on INV-0033 and why the Parish Council had paid for clearing a footpath which isn't devolved to the Parish Council. It was agreed that devolved footpaths would be discussed later in the meeting but as the Parish Council had commissioned the work the invoice would be approved.
- c) All payments were **approved** by Councillors.

49. QUARTER 1 ACCOUNTS

- a. The Clerk had previously circulated quarter 1 accounts for review. Councillors approved the quarter 1 accounts.
- b. The Clerk reported that Cllr Myers had reviewed the accounts and all was in order.

50. TO APPROVE QUOTE FOR PLAYGROUND EQUIPMENT

- a. The quote for a new piece of playground equipment had been circulated prior to the meeting. The Clerk reported that the quote is subject to a site visit on the 2nd August but was asking Councillors to approve the quote of £4855 + VAT. Any further costings will be discussed and approved via email as there is no Parish Council meeting in August.
- b. Cllr Barter reported that she still hadn't received confirmation that the residents/parent's group were happy with the equipment chosen and whether or not they would be contributing with the fund-raised monies. Cllr Barter to follow up. **Action: Cllr Barter**
- c. All Councillors were in agreement to proceed with the purchase and installation of the Play tractor regardless of whether money is contributed or not.

51. TO CONSIDER WHO WILL CARRY OUT RISK ASSESSMENTS OF PARISH COUNCIL ASSETS

- a. Cllr McPherson stated that following advice from insurers whoever carries out the risk assessment does not need to be trained as the equipment is also checked annually by a RoSPA trained inspector. Cllr McPherson suggested that two people carry out the inspection



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for 6-8 months and asked whether Cllr van Apeldoorn and Cllr Wilkes would be willing to volunteer. Both Councillors agreed to take on the risk assessment and will report back to Council.

- b. It was agreed that assets outside of the parish which includes benches and war memorial would be inspected every six months.

52. DEVOLVED SERVICES:

- a. Discussions were had on the responsibilities that the Parish Council has under devolved services as Councillors were unclear on what the responsibilities are and also clarification on who is responsible for overgrown footpaths / hedges that are not devolved. Clerk to put together some information and circulate to Councillors. **Action: Clerk**

53. PARISH BOOKLET / UPDATED MAP

- a. Cllr Rogers had previously circulated a list of items that would need to be updated. **Action: Clerk**
- b. Street Map is still to be obtained. **Action: Clerk**
- c. Cllr Rogers suggested rather than having a booklet to produce a simplified version without adverts. All Councillors were in agreement.
- d. Cllr McPherson asked whether Cllr Rogers and Cllr Barter would be happy to take on the project, both were in agreement. **Action: Cllr Rogers / Cllr Barter**

54. TO CONSIDER A REQUEST TO INSTALL A DEFIBRILLATOR IN ILMER

- a. The Clerk had received a request from a resident to install a defibrillator in Ilmer.
- b. Possible locations were discussed and it was agreed that the Clerk would arrange a meeting with the Area Public Access Defibrillator Coordinator to discuss locations, obtain further information and report back. **Action: Clerk**

55. TO APPROVE UPDATED CCTV PRIVACY IMPACT ASSESSMENT

- a. Cllr McPherson asked Councillors whether they approved the addition of Cllr Wilkes to the policy. All Councillors were in agreement and approved the addition.

56. TO RECEIVE AN UPDATE ON TRAFFIC CALMING PROJECT

- a. Cllr McPherson reported that due to Covid cases increasing Transport Initiatives has decided not to send representatives for the face-to-face consultation on the 23rd July. Cllr McPherson and Cllr Richards have decided that the consultation will still go ahead. Transport Initiatives will be sending information panels. A QR code will be available to complete the questionnaire however, hard copies will also be available. Hand sanitiser and masks will be available on the day, signage in place and one way entry and exit.
- b. Arrangements for Councillor volunteers were discussed.
- c. Cllr McPherson stated that she hoped that Transport Initiatives would present to Councillors in August with the project completion expected 1st September 2021.

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

The Clerk reported on the following correspondence which she had received:

- a. A resident had emailed in requesting that the grass clippings be collected both at the playing fields and Chestnut Way. Discussions were had and it was agreed that it would not be cost effective for the clippings to be collected. Cllr McPherson asked Cllr Turner what happens in Risborough and he confirmed that cuttings are not collected. Clerk to respond to resident that unfortunately the Council will not be considering collecting of clippings at this time. **Action: Clerk**
- b. Anti-social behaviour and noise from MUGA. Discussions were had and Councillors felt that the Parish Council had done everything in its powers to address the anti-social behaviour. The Clerk reported that she had arranged for a contractor to check the MUGA to ensure that



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everything is secure so as to try and minimise any unnecessary vibrations. Clerk to respond to resident. **Action: Clerk**

- c. An email had been received from the Community Speedwatch Group asking if the Parish Council would consider purchasing a speed gun at a cost of £202.24. Discussions were had and it was agreed that the Parish Council would purchase the gun and donate it to community group. It was agreed to ask the Speedwatch group to present to the Council in six months' time with progress. Clerk to purchase speed gun and inform Speedwatch group. **Action: Clerk**

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

- a. Cllr McPherson reported that she had attended the WDALC meeting in June. The Community Board Co-ordinators and their Manager was present. Discussions were had on WDALC potentially having a website and a presentation was given on climate change.

59. TO CONSIDER AGENDA ITEMS FOR THE NEXT MEETING

- a. Devolved Services
b. Councillors to contact Clerk if they have any items to add to agenda.

60. DATE OF NEXT MEETING – 21st SEPTEMBER 2021

There being no further business the meeting closed at 9.40pm

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