

LONGWICK-CUM-ILMER PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON TUESDAY 16th MAY 2017 AT 7.30 PM IN LONGWICK VILLAGE HALL

PRESENT

Cllr Mrs Valerie McPherson BEM (Chairman)
Cllrs. Ian Walker, Jane Rogers, Rolf van Apeldoorn, Richard Myers and Brian Richards
Clerk Mrs Susanne Griffiths
Deputy Clerk Jayne Mylchreest
2 members of the public

1. ELECTION OF CHAIRMAN

Cllr Jane Rogers proposed Cllr Val McPherson. Seconded by Cllr Brian Richards.
A vote was taken with 4 votes for and 1 abstention.
Cllr Val McPherson **was** duly elected as Chairman.

2. DECLARATION OF ACCEPTANCE OF CHAIRMAN

The Acceptance of Office was signed by Cllr Val McPherson.

3. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Sally Whitworth who had a previous commitment.

4. MINUTES

The Minutes of the previous meeting of the Parish Council on the 18th April 2017 having been circulated were approved by the Meeting and signed by the Chairman

5. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting. None were declared.

6. ELECTION OF VICE CHAIRMAN

Cllr Val McPherson proposed Cllr Brian Richards. Seconded by Cllr Jane Rogers.
All present agreed. Cllr Brian Richards was duly elected as Vice Chairman.

7. A REPORT FROM CLLR BENDYSHE-BROWN (BCC) ON MATTERS CONCERNING LONGWICK-CUM-ILMER PARISH COUNCIL

Cllr. Bill Bendyshe-Brown reported on the following:-

- Bucks County Council elections
- Bridleway in Owlswick
- Bridleway 21A
- School footpath
- Ilmer Road , Owlswick Road and Meadle Village Road to be resurfaced
- Speeding in the Village-Community Speed Watch and VAS funding
- Footways in Chestnut Way and Walnut Tree Lane

8. NOMINATIONS FOR MEMBERSHIP COMMITTEES

Neighbourhood Plan Steering Group – Cllrs Val McPherson and Brian Richards

9. NOMINATIONS FOR COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES

It was **agreed** that nominations for representatives on outside bodies is to be as follows: -
N.W. Chilterns Local Plan Area Forum – Cllr Jane Rogers
WDALC – Cllr Ian Walker
Princes Risborough Charity - Cllr Sally Whitworth
Monks Risborough Charity - Cllr Sally Whitworth and Cllr Jane Rogers
Princes Risborough Local Plan Steering Group – Cllr Rolf van Apeldoorn

10. MATTERS ARISING FROM LAST MEETING NOT OTHERWISE ON THE AGENDA

Agenda Item no 10 page 936(February 2017) A Stall at the Village Fete

Cllr Rolf van Apeldoorn informed the members that he was disappointed the stall was cancelled at short notice. The Chairman apologised and explained that it was due to a lack of Parish Councillors to man the stall.

The lease agreement between the Longwick Sports Club and the Longwick Parish Council to transfer the assets has been received from the solicitor

All present agreed the solicitors wording for a letter of agreement to transfer the assets from the Longwick Sports Club to the Parish Council **SG**

11. FINANCE

A/ Payments

vat

May	s/o	May salaries	407.48		407.48
May	s/o	BCC Local Government pension scheme	111.24		111.24
May	s/o	K Dobson- Risk assessment April	15.60		15.60
May	s/o	PRTC Maintenance duties 2/10	300.00	60.00	360.00
May	316	Mh-p - Notice	15.00	3.00	18.00
May	317	PRTC - grass cutting 5/4/17	260.00	52.00	312.00
May	318	PRTC - removal of goal posts	40.00	8.00	48.00
May	319	ICO - Data protection registration	35.00		35.00
May	320	PRTC - grass cutting 5/5/17	240.00	48.00	288.00
May	321	D Timms - Internal Audit fee 2016/2017	25.00		25.00
May	322	Reids Playground Maintenance Ltd - skate park repair	360.00	72.00	432.00
May	323	EON - electricity re playing field	34.73	0.83	35.56

B/ Receipts -Nil

C/ Bank Balance £16,806.34 (allowing for the above cheques).

The income for April and the expenditure for May was examined by the Council. **All present agreed** that the necessary cheques be signed.

The Clerk presented the accounts together with the bank statements and bank reconciliation for the members' consideration together with a copy of all standing orders and direct debits made from the Parish Council account. **All present agreed** that the accounts were being handled in a satisfactory manner and the monies were all accounted for.

12. CAPITAL ITEMS AND COMMUNITY FACILITIES

A. Playing Field

There was one medium risk issue highlighted in the Risk Inspection Report for April. The grouting is coming out between the joints causing raising on the skate park ramp. The repair has been completed.

There were no high risk issues highlighted in the Risk Inspection Report for April.

All present agreed to remove the cricket nets

SG

B. Children's play area

There were no medium or high risk issues highlighted in the Risk Inspection Report for April.

13. CORRESPONDENCE

A letter has been received from "Tea at Three" regarding a grant cheque issued

The grant cheque issued to "Tea at Three" has been returned as they do not hold a bank account and request cash or food vouchers as an alternative.

All present agreed to reply suggesting that a bank account be opened.

JM

A letter has been received from a local estate agent regarding local event sponsorship

The estate agent would like to expand their support in the area and has requested the Parish Council to advise them of any local events that they could look at to sponsor.

All present agreed to forward to the letter to the Monks Risborough Horticultural Society and the Village Fete Committee. **JR**

An email has been received from Bucks County Council regarding unitary engagement sessions

The County Council is engaging with residents and stakeholders over plans to modernise local government in Bucks. Independent research company, Opinion Research Services (ORS), is conducting a number of workshops in Wycombe, Saunderton and Aylesbury for town and parish councillors and clerks.

The members are requested to advise the Clerk if they wish to attend. **ALL**

An email has been received from SP Broadway on behalf of Bellway Homes regarding planning application O/S Parcel 9166 Boxer Road

Bellway Homes are preparing their proposals before submitting a Reserved Matters application and SP Broadway would like to meet with the Parish Council to discuss the layout proposals.

Cllr Brian Richards proposed that the Parish Council accept the offer from SP Broadway, acting on behalf of Bellway Homes, to arrange in due course a presentation about the proposed development of 160 homes on land off Barn Road .Cllr Brian Richards further proposed that in the meantime the Chairman be permitted to approach SP Broadway to bring to their attention any matters of concern or interest about this development. Seconded by Cllr Rolf van Apeldoorn. **All present agreed. JM**

A letter has been received from St Peter's Church Imer

St Peter's Church send their thanks for the grant cheque awarded by the Parish Council.

Noted.

An email has been received from Bucks & Milton Keynes Association of Local Councils regarding training courses and meetings

B.A.L.C. has advised that various courses are now available to book including Demystifying Planning and Councillor Induction Training.

All present agreed for Cllr Richard Myers to attend the Councillor Induction Training course. **JM**

An email has been received from Wycombe District Cllr C Harriss regarding a Ward Budget

Cllr Harriss has requested ideas for consideration of any local causes in the community for the 2017/2018 ward fund. The members are requested to contact the Clerk with any ideas. **ALL**

14. THE INTERNAL AUDITORS REPORT FOR THE YEAR 2016/2017

The Clerk presented a letter from the Internal Auditor to confirm that the 2016/2017 internal audit has been completed and all was in order.

15. THE ACCOUNTS FOR THE YEAR 2016/2017 AND THE ANNUAL GOVERNANCE STATEMENT OF THE ANNUAL RETURN

The Annual Governance Statement had been previously circulated to the members for consideration. The Clerk presented the Annual Return of Account for the year 2016/2017 for approval by the Parish Council. The Parish Council having examined the accounts found them to be in order. Cllr Brian Richards proposed to approve the accounts for the year 2016/2017. Seconded by Cllr Val McPherson. **All present agreed** to approve the accounts and for the Chairman to sign the annual governance statement of the annual audit return.

16. THE SIGNATORIES FOR 2017/2018 TO SIGN CHEQUES ON BEHALF OF THE PARISH COUNCIL

The Clerk advised that two signatories were required for each transaction.

RESOLVED: To agree the four existing Councillors as signatories for 2017/2018 to sign cheques on behalf of the Council.

17. REQUESTING AN INCREASE IN THE NUMBER OF COUNCILLORS ON THE PARISH COUNCIL

All present agreed to defer this agenda item to the next meeting as information has not been received to enable the Councillors to make an informed decision. **JM**

18. ACTION TO BE TAKEN REGARDING THE TWO MILE STONES IN THE PARISH

Cllr Jane Rogers proposed to obtain the costs to refurbish the two mile stones in the parish for consideration at the estimates meeting in November as one of the stones is of historical interest. The Clerk is requested to contact English Heritage and local residents for further information

All present agreed.

JM

19. THE FORMAT OF FUTURE ANNUAL PARISH MEETINGS

A discussion took place on the Annual Parish Meeting held on the 18th April 2017. Cllr Brian Richards proposed to defer this agenda item to the next meeting to discuss and decide on the format and date and time of the next meeting in 2018.

20. A REPORT ON THE NEIGHBOURHOOD PLAN

Cllr Val McPherson informed the members that the Steering Group met on the 4th May 2017 to discuss the comments received from Wycombe District Council regarding the Government White Paper on Housing and the Rose Farm planning application decision. Cllr Val McPherson proposed to prepare a leaflet with an update on the Neighbourhood Plan to be printed and distributed to local residents. A draft copy was circulated to the members for their approval. **All present agreed** to approve the cost of the leaflets up to £100 and agreed it would be distributed by volunteers.

Seconded by Cllr Rolf van Apeldoorn. **All present agreed.**

VM

21. PLANNING APPLICATIONS

To consider New Planning Applications

17/05930/FUL

Address: Brook Cottage Horsenden Lane Princes Risborough Buckinghamshire HP27 9NF

Proposal: Householder application for construction of single storey front porch extension and part single storey, part first floor rear extension.

The Longwick-cum-Ilmer Parish Council has no objections.

17/06007/FUL

Address: The Flint House Owlswick Buckinghamshire HP27 9RH

Proposal: Householder application for construction of alterations and extensions to existing garage and residential annexe to create larger 3 bay garage, utility room, changing and toilet facilities for existing pool and tennis court, improvements to residential annexe and formation of a multi-purpose recreational facility within the new garage roof space

The Longwick-cum-Ilmer Parish Council has no objections.

Notice of Planning Applications Approved

17/05474/FUL *Decision* Application Permitted

Address: The Old Stable Meadle Village Road Meadle Buckinghamshire HP17 9UD

Proposal: Erection of a stable building and tack room (retrospective)

To receive Notice of Applications Refused

None.

To receive Notice of Appeals

16/06732/OUT

Appeal Ref APP/K0425/W/17/3171614

Address: Crownridge Longwick Road Longwick Buckinghamshire HP27 9RX

Proposal: Outline application (including details of layout and access) for the erection of 2 x 3 bed & 2 x 4 bed detached two-storey dwellings together with creation of new access, parking and amenity space.

15/07209/OUT **Appeal Ref APP/K0425/W/17/3166948**

Address: OS Parcel 4446 Longwick Road Longwick Buckinghamshire

Proposal: Outline application (including details of access) for the erection of 9 dwellings including access, parking, and garaging with ancillary works with all matters reserved.

Cllr Val McPherson proposed to circulate a response to the members for their approval to submit to the Planning Inspector.

VM

22. AGENDA ITEMS FOR THE NEXT MEETING.

- To discuss and decide on the arrangements and approve expenditure for the Remembrance Service
- To discuss and decide on the format, date and time of the Annual Parish Meeting in 2018
- To receive an update on the meeting with Croudace Homes
- To discuss and decide on the arrangements for the Carol Service
- To discuss and decide on whether to request an increase in the number of councillors on the Parish Council

23. NEXT MEETING

The next meeting of the Parish Council will take place on Tuesday 20th June 2017 in Longwick Village Hall at 7.30 pm. There being no further business to discuss the Meeting closed at 9.15pm.

Chairman.....

Date.....**Page 954**