

LITTLE MARLOW PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 6th July 2021 at the Pavilion, Church Road, Little Marlow, Bucks, SL7 3RS commencing at 8pm

CONFIRMED

Present: Cllr V Brownridge (VB) – Chairman, Cllr K Acres (KA), Cllr Anna Crabtree (AC), Cllr P Emmett (PE), Cllr Vivien Morton (VM), Cllr J Downes (JD)		
Mrs J Murray – Parish Clerk	Public present remotely: Buckinghamshire Councillor David Watson, Buckinghamshire Councillor David Johncock, Barbara Wallis	
Minute Ref:	Agenda Item	Action
2245/21	1. To receive, and consider for approval, apologies for absence and reasons given Buckinghamshire Councillor Jocelyn Towns, Cllr R Mash (RM), Cllr G Fitchew (GF),	
2246/21	2. Declarations of interest – pecuniary or prejudicial None	
2247/21	3. a. To approve the Minutes of Parish Council Meeting and Annual Council Meeting of the 18th May The Council RESOLVED to accept the minutes of the Parish Council Meeting and the Annual Council Meeting and the Chairman duly signed the minutes. b. Extraordinary Meeting of 22nd June The Council RESOLVED to accept the minutes of the Extraordinary Meeting following two amendments proposed by the Chairman. Amendments will be made and the Chairman will sign the meeting minutes at the next parish council meeting.	VB
2248/21	4. To take reports from these minutes for NOTE 2238/21 8.3a Recreation Ground Following advice taken, the council would revisit the rabbit discussion at the September Parish Council meeting. 2240/21/8.5a Allotments Cllr P Emmett had sourced fencing materials and liaised with the allotment holder. Fencing would be carried out by allotment holder once the weeds had died down. 2242/21 9.2 Thames Water It was agreed that it was now too late for Cllr Phil Emmett & Cllr Jason Downes to draft a letter to MP Joy Morrissey regarding the problems earlier this year at the Sewage Treatment plant.	Clerk PE
2249/21	5. Parish Clerk’s report: car break-in in June in Little Marlow Village – Thames Valley Police contacted and patrols increased. LMPC made contact with local pubs & school to highlight police efforts to ensure valuables are not left in cars. Painter returning to Pavilion to remedy flaking paint. New barre sculpt class Monday mornings on recreation ground. Recreation ground hedge will be dealt with by Bucklands in October. Parish Council PAT testing taking place w/c 16th Aug. Tree works at Burial Ground planned for w/c 20 Sept. Tree down at cemetery dealt with by neighbours and Newleaf. Work on Soakaway planned to take place at Abbotsbrook Hall in August. Environment agency chased for reply to LMPC concerns regarding sewage treatment. Target magazine copy submitted for Aug/Sept edition. Playdale engineer visited to fit final chains and swing seat. Buckinghamshire Council confirmed co-option of casual vacancy can go ahead. Clerk away from office on Friday 30th July for two weeks.	
2250/21	6. Items to be taken in confidential: None	
2251/21	7. Public participation – maximum 15 minutes Barbara Wallis – Paid thanks to Cllr Phil Emmett for cutting back footpath adjacent to Sheepridge Lane. First contacted LMPC clerk and then Peter Towersey, Chiltern Society to discuss footpath and also spoke to Jeff Herschel, Chepping Wycombe Parish Council. Initially the creation of the footpath was funded by the LAF.	

Chairman initials]

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	<p>Mrs Wallis asked how much Chiltern Society is paid by LMPC and whether it is a direct payment for services or whether LMPC make a donation for path clearance</p> <p>Peter Towersey suggested Chiltern Society volunteers might take on clearing of Sheepridge Lane, in place of one of the other paths that LMPC ask them to maintain. He asked for the Parish Council's views. He also asked whether we could ask Buckinghamshire Council to cut the verge on the west side of Sheepridge Lane from the cemetery entrance upwards, which has become very overgrown. PE confirmed that he has been clearing the path for last 5/6 years but has been late carrying out this year. Cllr Emmett took this work over from Ike Smith. It was agreed that Barbara Wallis would contact Cllr Emmett annually to remind him of his offer to cut path.</p> <p>Mrs Wallis asked if Buckinghamshire Council could be asked to cut the verge on the east side of sheepridge lane from the A4155 to cemetery entrance. Cllr Emmett noted that Buckinghamshire Council have cut the footpath at the end of Sheepridge Lane, although not terribly well.</p> <p>Cllr Emmett is unable to cut the section inside the hedge from Pigeon House Farm to Crooked Billet and it was suggested that Chiltern Society are asked to cover this part.</p> <p>Cllr Brownridge confirmed that LMPC pay £785 to Chiltern Society. The Council is billed but it is classed as a donation.</p> <p>Cllr David Johncock confirmed that this was an informal footpath, not a recognised right of way. The top end falls within Chepping Wycombe and was funded by community pay back. LMPC Clerk & Chepping Wycombe Clerk (Wendy) to liaise over how to split responsibility for the footpath.</p> <p>It was RESOLVED that the Clerk and Barbara Wallis would make contact to sort out who does what.</p> <p>Cllr David Watson expressed his thanks for moving the public participation agenda item up to beginning of meeting.</p> <p>Cllr Watson undertook to arrange for the Little Marlow Sewage Treatment Works Liaison Committee to meet sooner rather than later. He agreed to set up a meeting in July, at everyone's convenience. He had written to the Environment Agency and had copied Full Council in on the response.</p> <p>All ward councillors watching talk around Marlow Film Studio. Planning application expected in winter.</p>	<p>Clerk</p> <p>DW</p>
<p>2252/21</p>	<p>8.1 Planning - a. To approve the minutes of the Planning Committee meeting on 28 June and review the planning report</p> <p>The Council RESOLVED to accept the meeting minutes and the Chairman duly signed the minutes.</p> <p style="text-align: center;"><u>Little Marlow Parish Council</u> <u>Planning June 2021 Council Meeting</u></p> <p>Planning applications received from Buckinghamshire Council have a deadline date of when consultation comments must be submitted. Should the deadline be before the next Council meeting – comments are submitted. In addition, the Council may discuss additional applications which have been received after the Agenda has been issued, to ensure this deadline has been met. Any queries, please contact the Clerk on 01628 890301.</p> <p>LMPC resolved to apply the following comment to TPO/CTREE applications – The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer. Buckinghamshire Council's planning list can be found at: https://publicaccess.wycombe.gov.uk/idxpa-web/search.do?action=weeklyList</p> <p style="text-align: center;">Buckinghamshire Council WEEKLY LIST OF PLANNING APPLICATIONS up to 23.06.2021</p> <p>Fell x 1 Ash Sentosa The Drive Bourne End Buckinghamshire SL8 5RE Ref. No: 21/06756/CTREE Received: Mon 07 Jun 2021 Validated: Wed 16 Jun 2021 Status: Pending Consideration</p>	<p>Clerk</p>

LMPC Comment The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer.

Reduce northern crown radius by 2 metres, reduce eastern crown radius by 3 metres, reduce southern crown radius by 2m. reduce western crown radius by 2 metres and crown lift on eastern and southern sides to create a clearance from the ground of 5 metres to 1 x Oak (T1)

White Friars Farm Road Bourne End Buckinghamshire SL8 5RB

Ref. No: 21/06718/TPO | Received: Thu 03 Jun 2021 | Validated: Thu 03 Jun 2021 | Status: Pending Consideration

LMPC Comment The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer.

Resiting of hand car wash container with new canopy and associated development thereto

Wyevale Garden Centre Pump Lane South Little Marlow Buckinghamshire SL7 3RB

Ref. No: 21/06690/FUL | Received: Thu 03 Jun 2021 | Validated: Mon 14 Jun 2021 | Status: Pending Consideration

LMPC Comment The Parish Council has no objection – submitted 23062021

Reduce height to 4 metres to 1 x Leyland Cypress (T2)

White Friars Farm Road Bourne End Buckinghamshire SL8 5RB

Ref. No: 21/06795/CTREE | Received: Thu 03 Jun 2021 | Validated: Thu 03 Jun 2021 | Status: Pending Consideration

LMPC Comment The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer.

Certificate of lawfulness for proposed detached outbuilding for use as pool house

14 Oakfield Road Bourne End Buckinghamshire SL8 5QN

Ref. No: 21/06652/CLP | Received: Wed 26 May 2021 | Validated: Fri 18 Jun 2021 | Status: Pending Consideration

LMPC Comment Certificate of lawfulness is not commented upon

Householder application for raising of roof for creation of first floor and construction of single storey side/rear extension

1 Fairfield Close Bourne End Buckinghamshire SL8 5PX

Ref. No: 21/06638/FUL | Received: Tue 25 May 2021 | Validated: Fri 04 Jun 2021 | Status: Pending Consideration

LMPC Comment The Parish Council has no objection

Householder application for construction of a raised upper terrace linked to lower terrace by steps and path to front following demolition of existing patio and steps

Springfields Pump Lane North Little Marlow Buckinghamshire SL7 3RD

Ref. No: 21/06544/FUL | Received: Sun 16 May 2021 | Validated: Mon 17 May 2021 | Status: Pending Consideration

LMPC Comment The Parish Council has no objection

Late addition, following collation of LMPC report

Proposed works as per tree schedule

April Cottage The Avenue Bourne End Buckinghamshire

Ref. No: 21/06654/CTREE | Received: Wed 26 May 2021 | Validated: Thu 24 Jun 2021 | Status: Awaiting Decision

LMPC Comment The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer.

Buckinghamshire Council do not produce the Delegated List any longer, but do produce the list below which can be accessed through public access under decided this week:

Thin crown to remove approximately 15% of live branches, remove the epicormic growth on the main trunk and branches and reduce the branch over the carpark by 3-3.5 meters to secondary and tertiary branches x 1 Ash

The Coach House Marlow Road Bourne End Buckinghamshire SL8 5PQ

Ref. No: 21/06278/CTREE | Received: Fri 23 Apr 2021 | Validated: Fri 23 Apr 2021 | Status: Not to make a Tree Preservation Order

	<p>Variation of condition 4 (TPO'd trees) attached to 21/05084/FUL (Householder application for construction of single storey rear extension, partial conversion of garage and alteration to fenestrations) to allow for removal of condition Cedar Lodge Coldmoorholme Lane Bourne End Buckinghamshire SL8 5PS Ref. No: 21/06252/VCDN Received: Thu 22 Apr 2021 Validated: Mon 26 Apr 2021 Status: Application Permitted Reduce canopy by 8-10 metres back to previous points and fell to ground level left stem of tri stem x 1 Poplar (T1)</p> <p>Bourne Court Abbotsbrook Bourne End Buckinghamshire SL8 5QS Ref. No: 21/06166/CTREE Received: Fri 16 Apr 2021 Validated: Mon 19 Apr 2021 Status: Not to make a Tree Preservation Order Prune back by 5 metres to 1 x Ash (T1), prune back lowest branch by 4 metres to 1 x Ash (T2), reduce and reshape by 2 metres to 1 x Cypress (T3) and reduce to 2 metres above pollard points and reshape accordingly to 5 x Lime (G4) for maintenance</p> <p>Thames Reach Abbotsbrook Bourne End Buckinghamshire SL8 5RF Ref. No: 21/06146/TPO Received: Wed 14 Apr 2021 Validated: Mon 19 Apr 2021 Status: Application Permitted Householder application for construction of garden room/home office</p> <p>Birchdale Farm Road Bourne End Buckinghamshire SL8 5RB Ref. No: 21/06057/FUL Received: Thu 08 Apr 2021 Validated: Wed 14 Apr 2021 Status: Application Permitted Householder application for construction of single storey side extension</p> <p>Valley View Cottage Winchbottom Lane Flackwell Heath Buckinghamshire HP10 9QE Ref. No: 21/05833/FUL Received: Thu 18 Mar 2021 Validated: Mon 22 Mar 2021 Status: Application Refused Variation of condition 3 (ancillary use only) and 4 (plans) attached to 18/08303/FUL (Householder application for demolition of the existing outbuildings and the erection of a replacement single storey outbuilding) to allow for use as granny annexe</p> <p>Vine Leigh House Marlow Road Bourne End Buckinghamshire SL8 5PL Ref. No: 21/05579/VCDN Received: Thu 25 Feb 2021 Validated: Thu 25 Feb 2021 Status: Application Permitted Householder application for alterations to existing detached garage including construction of attached car port, first floor side extension, replacement lean-to, replacement timber cladding, raising of roof height, insertion of 5 x roof lights and fenestration alterations</p> <p>Heronsgate The Avenue Bourne End Buckinghamshire SL8 5RD Ref. No: 21/05435/FUL Received: Sun 14 Feb 2021 Validated: Tue 02 Mar 2021 Status: Application Refused Outline application (all matters reserved) for removal of two existing single storey structures & erection of a single storey structure with all other matters reserved</p> <p>Land At Horton Wood Winchbottom Lane Little Marlow Buckinghamshire Ref. No: 20/06160/OUT Received: Wed 13 May 2020 Validated: Wed 15 Jul 2020 Status: Application Permitted</p> <p>b. To review Planning Committee Terms of Reference The Council RESOLVED to accept the Planning Committee Terms of Reference, following amendments suggested by Cllr V Brownridge.</p>	Clerk
2253/21	<p>8.2 Finance a. To approve income and expenditure for April & May 2021 The Council RESOLVED to approve the reports for April & May 2021. Transfer of funds to the Budget from the General Reserve for the gang mowers would take place when completing accounts for June.</p>	Clerk
2254/21	<p>8.3 Abbotsbrook Hall- a. To consider a replacement noticeboard for Abbotsbrook Hall & Winchbottom Lane The Council RESOLVED to gather quotes for noticeboards to consider at the next parish council meeting.</p>	Clerk
2255/21	<p>8.4 The Pavilion and Recreation Ground - a. To consider quote to move recreation ground tap The Council RESOLVED to defer consideration to the next parish council.</p>	Clerk
2256/21	<p>8.5 Burial Ground – a. To approve the minutes of the Burial Ground Committee meeting of 17th June 2021</p>	Clerk/ JD

	The Council RESOLVED to accept the meeting minutes and the Chairman would duly sign the meeting minutes at the next parish council meeting.	
2257/21	<p>8.6. General –</p> <p>a. To approve Environment Committee meeting minutes & Terms of Reference The Council RESOLVED to accept the meeting minutes and the Chairman duly signed the minutes. The Council RESOLVED to accept the Environment Committee Terms of Reference, subject to some amendments proposed by Cllr Brownridge.</p> <p>b. To review Little Marlow Parish Council’s Standing Orders The Council RESOLVED to accept the revised Standing Orders and the Clerk would upload them to the parish council website.</p> <p>c. To consider timetable for co-option of new Councillor The Council RESOLVED to accept the timetable for co-option and the Clerk would revise the application form with new eligibility rules and distribute to all councillors and upload to website. The Chairman highlighted that the most effective way of gaining applicants was to talk to local parishioners and encourage applications.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
2258/21	<p>9. Items for information only:</p> <p>1. To receive an update from the COVID-19 Committee Government announced on 5 July that they were on course to lift all remaining legal restrictions on social contact and live events on 19 July. A final decision will be taken on 12 July. This means that from 19 July:</p> <ul style="list-style-type: none"> - there will be no more restrictions on how many people can meet in any setting indoors or outdoors; - all restrictions on life events such as funerals will be removed, including the remaining restrictions on the number of attendees; - the legal requirements to wear a face covering will be lifted in all settings; - social distancing rules will be lifted. <p>We will therefore be able to allow the public to attend our Parish Council and Committee meetings in person, to welcome back all our hirers and remove the limit on numbers using our buildings. In line with Government advice, we should continue to</p> <ul style="list-style-type: none"> - ask staff, users and visitors to clean their hands regularly; - clean surfaces which people touch regularly; - display the QR code for visitors and users to check in using the NHS COVID 19 app to support NHS Track and Trace, although it will no longer be a legal requirement. <p>2. Reports from Meetings of Outside Bodies:</p> <p>2.1. Marlow Society – LMPC was mentioned in minutes of AGM. Marlow Energy Group proposed energy farm – John Laker. Petition mentioned to restrict speeding on Quarry wood Road after accident.</p> <p>2.2. WDALC Cllr Brownridge represented the Parish Council at the WDALC meeting on 28 April 2021. The Energy and Climate Manager at Bucks Council gave a presentation on Bucks Council’s climate change strategy. The Co-ordinators of the three Community Boards which cover the Wycombe area and the Localism Manager from Bucks Council were also present. They updated the meeting on some of the changes which have been introduced in order to improve the way Community Boards operate, taking account of the feedback they have received from Town and Parish Councils and other stakeholders. They also outlined the priorities for each of the Community Boards. All Boards are adopting two of the Bucks Council’s priorities: Environment and Climate Change and Economic Recovery and Development. The other two priorities adopted by South West Chilterns Board are: Highways and Transport and Community Engagement. The minutes of the meeting have been circulated.</p> <p>2.3. Little Marlow Country Park Working Group Positive meeting with a good exchange of information– the approach was to break down requirements into small manageable matters that need clarification such as: outstanding footpaths, planning applications required, signage, funding, status of green belt. Meeting minutes being prepared. First bit of feedback from Buckinghamshire Council regarding Spade Oak Lake. Charles Brocklehurst is currently presenting amendment to restoration plan. Cllr Jason Downes gave a summary from personal perspective. There appeared to be a disconnect between Buckinghamshire Council’s view on land and what the community’s expectation is for stewardship.</p>	

Buckinghamshire Council focused on generating revenue, not focused on conservation or maintaining as undeveloped green space, not just hard standing. Meeting decided to focus initially on Spade Oak Lake, particularly the footpaths. They would also like to look at areas which are currently or are likely to become subject to planning applications such as the area between the athletic track and the village, the proposed Marlow Film Studio area and the, battery storage area. All areas of land will be considered as part of vision. Underlying green belt legislation and planning guidance relevant. The Supplementary Planning Guidance needs to be updated but the Vision group would not undertake this. They would attempt to build upon local plan and supplementary guidance.

. The next meeting will be in September.

Cllr Emmett pointed out that Charles Brocklehurst told a previous meeting that money allocated to Country Park was now lost in the ether. Two lots of money- 30k ringfenced for signs. Charles Brocklehurst was tasked with going away to find this money within Bucks Council funds. Cllr Emmett asked whether we had received an update.?

Cllr David Johncock advised that monies do not get lost. The new Buckinghamshire Council has merged all budgets from the old Bucks County Council and the 4 former District Councils It is just a question of where it is within budget lines. Councillor David Watson will check and report back – monies cannot be used for any other purpose.

In reply to a question about where the S106 monies from the film set had been allocated , Cllr Brownridge said that the original PDR application did not generate S106 funds. The subsequent full application was for 6 months only and had not generated much S106 funds. This had been spent on tern rafts and other pieces of work around the lake.

Cllr David Watson commented that he had submitted a question to the Bucks Council’s cabinet about how the proceeds from the income received from the film set were being spent. He was told the film set income was covered by a non-disclosure agreement, but that the money had been set aside. He was now planning to try and see the accounting entries. He expressed concern that the cabinet member would not give him the information he had requested, but he would keep pressing.

Cllr Downes reported that Charles Brocklehurst did mention that film set in place for last 18 months had not caused any disruption for local residents or footpaths. JD said we have to be mindful and clear that it was highly disruptive to nature and village: light and noise pollution. He commented that we must make sure those things are recorded as film set were receiving emails of complaint and not LMPC. Cllr Crabtree concurred that she had heard that there was no interest in the negative impact the film set had on the parish. Cllr Acres noted that Charles Brocklehurst attended the remote Parish Council meeting where the film set was discussed and a lot of residents expressed their concerns.

Cllr Downes said it was agreed to set up a request via the Residents Association for parishioners to email historic concerns/complaints to LMPC to record issues around film set. A message would be distributed on village whats app groups

2.4. Little Marlow Sewage Treatment Works Liaison Committee – covered under public participation.

3. Correspondence –

1 Email received via LMPC website from parishioner expressing concern about the misuse of the right hand lane on the A4155 for traffic wishing to turn into Pump Lane LMPC considered and acknowledged there was a problem and requested that the Clerk write back to the Parishioner and direct them towards Buckinghamshire Council Highways team to investigate.

2 Email received via LMPC website expressing concern about a 10ft fence which had been put up along land that borders the stream and conservation area in the south of the village. LMPC considered the correspondence and noted that the Clerk had asked the parishioner to contact Buckinghamshire Council Planning Department to highlight the concern.

3 Email to LMPC from Marlow Energy Group (MEG) asking whether Little Marlow Parish Council has declared a Climate Change Emergency as yet. The Council **RESOLVED** that the Environment Committee should consider and make a recommendation to Full Council.

DW

2259/21	10. Items to be included on the next Agenda- None	
2260/21	11. Dates of the next meetings: Budget Committee Meeting 29 th July 2021, Planning Committee Meeting 16 th August 2021, Parish Council Meeting 17 th August 2021	
There being no further business to be transacted the meeting was closed at 9.40pm		

Abbreviations:

LMPC	Little Marlow Parish Council	GDPR	General Data Protection Regulations
BC	Buckinghamshire Council	SLCC	Society of Local Council Clerks
LAT	TfB Local Area Technician	WDALC	Wycombe District Assoc. of Local Councils
LMRA	Little Marlow Residents' Assoc	ROW	Rights of Way
VAS	Vehicle Activated Sign	BMKALC	Bucks Milton Keynes Association of Local Councils
PCSO	Police Community Support Officers	LGPS	Local Government Pension Scheme
LMLCP	Little Marlow Lakes Country Partnership		

Signed:
Chairman

Date:
Please note Minutes become **CONFIRMED** following resolution at the following Full Council Meeting.