

LITTLE MARLOW PARISH COUNCIL
Community Office, The Pavilion, Church Road, Little Marlow, Bucks. SL7 3RS
01628 890301

Notice of the Meeting of Parish Council

Membership: All Councillors

Dear Sir/Madam,

I hereby give notice that the **MEETING** of the Parish Council of the above named Parish will be held at THE PAVILION on **Thursday – 28th June 2016 at 8pm**. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Emma Marsden

Mrs E L Marsden - Clerk to the Council
To Cllr

Dated 21st June 2016

BUSINESS TO BE TRANSACTED
All members of the press and public are invited to attend.

1. To receive and accept any apologies for absence.
2. Declarations of Interest – personal or prejudicial
3. To approve the Minutes of Parish Council Meeting on the 17th May 2016
4. To approve the Minutes of Annual Council Meeting on 17th May 2016
5. To take Reports from those Minutes for NOTE.
6. Finance: a) To approve Income and Expenditure report for May 2016
b) NALC negotiated wage increase for Council Staff 2015/16 back dated from April 2016.
c) Pension staging date – 7th July for all staff members – for NOTE.
d) Internal Auditor letter – for NOTE.
e) Consideration of continuation of Clerks extended hours from July 2016
7. Planning Report- a) Consideration of planning applications and decisions
b) Stakeholders Seminar
c) Launch of WDC Local Plan Consultation
8. The Pavilion and Recreation Ground
a) Consideration of Cleaning quotations
b) Consideration of recommendations from Pavilion and Rec Grd Committee Meeting 24/06/16
9. Abbotsbrook Hall
a) Improvement to Security Measures
10. Contractor Contract for Grass Cutting & Open Spaces – Approval of Contract document
11. Contractor Contract for Burial Ground – Approval of Contract document
12. Chepping Wycombe Local Area Forum – consideration of any priorities for 2017/18 budget.
13. Consideration of request to scatter ashes at the Recreation Ground.
14. Consideration of Fields in Trust documentation.
15. Confirmation of Sub-Committee Membership
16. Devolved Services - a) Report of expenditure for NOTE
b) Consideration of grass cutting 'Central Reservation Grass' by Fire Station
17. Reports from Meetings at Outside bodies:
a) WDC Clerks Meeting b) Marlow Society c) SLCC AGM
d) BALC BCC Unitary Authority d) Abbey Barn Liaison Grp d) Chairmanship Training
18. Correspondence to the Council.
a) Consideration of Wycombe Wildlife group's advice regarding maintenance of grass verges.
19. Public Participation – maximum 15 minutes
20. Items to be included on next Agenda
21. 26th July, 6th September, 18th October, 6th December

Little Marlow Parish Council

Planning Report – 28th June 2016 Council Meeting

Planning applications received from Wycombe District Council have a deadline date of when consultation comments must be submitted. 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.

Applications Received

App. No.	Location	Description
<u>16/06558/CLP</u>	Westward The Close Bourne End	Certificate of lawfulness for proposed construction of two storey rear extension and single storey side extension
<u>16/06523/FUL</u>	32 Wendover Road Bourne End	Householder application for construction of part two storey, part single storey rear extension and insertion of window to first floor side elevation.
<u>16/06461/CLP</u>	The Bramleys Church Road Little Marlow	Certificate of Lawfulness proposed for construction of single storey detached garden room to rear to replace existing annex.
<u>16/06430/ADV</u>	Land Between A404 And Pump Lane South Little Marlow	Display of 1 x non-illuminated directional sign
<u>16/06423/FUL</u>	Hillside House Sheepridge Lane Little Marlow	Householder application for construction of single storey rear extension; linking the house and garage
<u>16/06578/LBC</u>	Apple Tree Lodge Church Road Little Marlow	Listed building application for construction of single storey rear extension to provide enclosed swimming pool and gym with basement plant room served by external staircase (alternative scheme to 15/05238/LBC)
<u>16/06579/FUL</u>	Apple Tree Lodge Church Road Little Marlow	Householder application for construction of single storey rear extension to provide enclosed swimming pool and gym with basement plant room served by external staircase (alternative scheme to 15/06325/MINAMD, 09/07054/REN & 07/05455/FUL)

Please note all applications with reference /CTREE/ CTR or /TPO the Council resolved to submit the following comment: **The Parish Council has no objection provided the work carried out is under the supervision of the WDC Tree Officer. The Council is not re-consulted on /MIN applications**
Press Ctrl and click to access applications

Case Ref: **16/05847/CTR** *Decision* Not to make a Tree Preservation Order *Date:* **09/05/2016**
Address: Land Adjacent Bourne Court The Avenue Bourne End Buckinghamshire
Proposal: Reduce rightmost stem of Willow to 6 metres.

Case Ref: **16/05793/FUL** *Decision* Application Permitted *Date:* **16/05/2016**
Address: Benedict House Marlow Road Little Marlow Buckinghamshire SL7 3RS
Proposal: Householder application for construction of 2 x dormer windows to front roof slope and 3 x roof lights to rear roof slope in connection with loft conversion

Case Ref: **16/06098/CTR** *Decision* Not to make a Tree Preservation Order *Date:* **20/05/2016**
Address: Leafdell Farm Road Bourne End Buckinghamshire
Proposal: Reduce H1 lapsed Beech hedge by 2 metres.

Glossary:

WDC – Wycombe District Council
TPO – Tree Preservation Order

N/O - No Objections
CLP Certificate of Lawful Proposed Use

Case Ref: **16/05991/CTR** *Decision* Not to make a Tree Preservation Order *Date:* **16/05/2016**
Address: Manorton Church Road Little Marlow Buckinghamshire SL7 3RT
Proposal: Fell Leylandii

Case Ref: **16/05943/TPO** *Decision* Application Refused *Date:* **20/05/2016**
Address: The Sanctuary Abbotsbrook Bourne End Buckinghamshire SL8 5QS
Proposal: Fell Horse Chestnut

Case Ref: **16/06033/CTR** *Decision* Not to make a Tree Preservation Order *Date:* **20/05/2016**
Address: Fir Trees 26 Oakfield Road Bourne End Buckinghamshire SL8 5QR
Proposal: Reduce G1 4 x Conifers at the front to ground level

Case Ref: **16/05808/FUL** *Decision* Application Permitted *Date:* **23/05/2016**
Address: Westward The Close Bourne End Buckinghamshire SL8 5PE
Proposal: Householder application for construction of two storey side extension, insertion of 2 x dormers & replace existing dormer to front, with rendering to existing rear dormer all in connection with additional rooms in roofspace & new front porch. Rendering to all existing elevations & widening of existing driveway

Case Ref: **16/05664/FUL** *Decision* Application Permitted *Date:* **23/05/2016**
Address: Water Meadow The Drive Bourne End Buckinghamshire SL8 5RE
Proposal: Construction of detached timber garden shed

Case Ref: **16/05771/FUL** *Decision* Application Permitted *Date:* **02/06/2016**
Address: Trees The Avenue Bourne End Buckinghamshire SL8 5RD
Proposal: Householder application for demolition of existing garage, construction of part two storey, part single storey front extension, construction of 1 x rear dormer window and associated external alterations

Decisions

Case Ref: **16/05182/CLP** *Decision* Grant Certificate of Proposed Use *Date:* **15/04/2016**

Address: Stallworthy Westhorpe Park Little Marlow Buckinghamshire SL7 3RQ

Proposal: Certificate of lawfulness for proposed erection of single storey detached

Case Ref: **16/05678/MIN** *Decision* Application Permitted *Date:* **11/04/2016**

Address: The Old Vicarage Church Road Little Marlow Buckinghamshire SL7 3RT

Proposal: Proposed non-material amendment to permission for change of use of coach house to 3-bed detached dwelling with associated parking & landscaping (alternative scheme to pp 14/05536/FUL) granted under planning ref: 15/07148/FUL

Case Ref: **16/05547/FUL** *Decision* Application Permitted *Date:* **18/04/2016**

Address: The Manor House Church Road Little Marlow Buckinghamshire SL7 3RZ

Proposal: Householder application for construction of single storey extension to The Manor House to form orangery with new secondary door formed to the drawing room, construction of tractor barn, new storage building, replacement timber boarded gates to secondary access, replacement wrought iron gates to main entrance and new solid timber boarded pedestrian gate onto Pound Lane

Case Ref: **16/05548/LBC** *Decision* Application Permitted *Date:* **18/04/2016**

Address: The Manor House Church Road Little Marlow Buckinghamshire SL7 3RZ

Proposal: Listed building application for construction of single storey extension to The Manor House to form orangery with new secondary door formed to the drawing room, construction of tractor barn, new storage building, replacement timber boarded gates to secondary access, replacement wrought iron gates to main entrance and new solid timber boarded pedestrian gate onto Pound Lane

Case Ref: **16/05656/CTR** *Decision* Not to make a Tree Preservation Order *Date:* **19/04/2016**

Address: White Cottage The Avenue Bourne End Buckinghamshire SL8 5RD

Proposal: T1 Ash: Reduce crown of T1 Ash by 2-2.5 metres (20%), crown thin by 10%, remove deadwood and hanging branches on previously snapped limbs, all in order to relieve any stress/weight that could cause branches to fail in the future.

Case Ref: **16/05441/FUL** *Decision* Application Permitted *Date:* **18/04/2016**

Address: 3 Elm Lane Bourne End Buckinghamshire SL8 5PF

Proposal: Householder application for construction of single storey side extension and erection of gates and brick pier

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Cash Book 1

User : ELM

Bank Current Account

For Month No : 2

Receipts for Month 2

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		28,389.52					28,389.52	
Banked on : 04/05/2016		1,987.12						
500210	REDACTED	50.00			3580	305	50.00	Hire of Chapel
500210	Arnold Funeral Svs Marlow	1,170.00			3580	305	1,170.00	N
500210	Humphris Funeral Services	605.00			3580	305	605.00	Y
500210	REDACTED	162.12			3981	309	162.12	Pavilion Hire
Banked on : 04/05/2016		214.35						
500212	Sally Kitching	214.35			3981	309	118.35	Pilates Pav Hire
					2180	201	96.00	Pilates AB Hire
Banked on : 13/05/2016		2,176.38						
VAT return	HMRC Vat Return	2,176.38			105		2,176.38	VAT Return 4th Qtr 2015-16
Banked on : 17/05/2016		581.50						
500213	REDACTED	150.00			2181	201	150.00	AB Licence
500213	REDACTED	150.00			2181	201	150.00	AB Licence
500213	Abbotsbrook Hire Income	281.50			2180	201	281.50	Hire revenue for April 2016
Banked on : 18/05/2016		2,000.00						
	Precept Account	2,000.00			201		2,000.00	Top up account
Total Receipts for Month		6,959.35	0.00	0.00			6,959.35	
Balance Carried Fwd		324.47						
Cash Book Totals		35,673.34	0.00	0.00			35,673.34	

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Cash Book 1

User : ELM

Bank Current Account

For Month No : 2

Payments for Month 2

Nominal Ledger

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ V A T	A/c Centre	£ Amount	Transaction Detail
03/05/2016	Wycombe District Council	DD	52.00			3511 305	52.00	Rates for Burial Ground
03/05/2016	Gregg Taylor	SO	610.47			2105 201 3505 305	83.23 527.24	AB Grass BG Grass
03/05/2016	(AB Admin)	SO	79.65			2101 201	79.65	Wages - April 2016
04/05/2016	Gregg Taylor	003966	75.00			3572 305	75.00	Digging Ashes Plot
04/05/2016	Edos Copying & Scanning	003967	1,038.60		173.10	1132 101	865.50	Printing of Spring newsletter
04/05/2016	Peter Fountain	003968	2,520.00		420.00	2137 201	2,100.00	Repairs to AB Car Park
11/05/2016	Swift Digital Services	003969	54.00		9.00	1171 101	45.00	Photocopier / printer hire
13/05/2016	Chiltern Society	003970	30.00			1124 101	30.00	Annual Membership
13/05/2016	Rialtas Business Solutions	003971	638.64		106.44	1157 101	532.20	Financial audit /year end
16/05/2016	Bucks County Council	SO	325.72			1101 101	325.72	Pension Contribution May 16
17/05/2016	Mower Shop	003972	48.00		8.00	3959 309	40.00	Repair of grass cutting mower
17/05/2016	O2 (Telefonica)	003973	18.60		3.10	1121 101	15.50	Broadband May 16
17/05/2016	Gregg Taylor	003974	105.00			3959 309 5553 505	70.00 35.00	Rec Grd Grass - play grd (x2) Dev Svcs - grass Fire Station
17/05/2016	mh-p internet ltd	003975	828.00		138.00	1132 101	690.00	Website for next year
18/05/2016	Precept Account	Cash Tsf	23,981.28			201	23,981.28	Transfer 50% precept from WDC
18/05/2016	Thames Water	003976	10.56			3915 309	10.56	Water for Rec Grd
18/05/2016	Swift Digital Services	003978	22.54		3.76	1171 101	18.78	Usage charge Feb - May 16
18/05/2016	Petty Cash Account	Cash trf	200.00			201	200.00	Top up Petty Cash
20/05/2016	Target Newsletter	003979	50.00			1562 105	50.00	Donation to Target Magazine
20/05/2016	Bucks MK Assoc Local Councils	003980	332.54			1124 101	332.54	BMKALC annual membership
20/05/2016	Zurich Insurance	003981	1,821.91		303.65	1125 101	1,518.26	Annual Insurance for Council
20/05/2016	EF Clean (Peter Lovell)	003982	400.00			2136 201	400.00	External clean of AB Hall
20/05/2016	Contract Natural Gas	DD	89.11		4.24	2115 201	84.87	Gas - AB Hall
20/05/2016	Contract Natural Gas	DD	79.72		3.80	3915 309	75.92	Gas - Pavilion
31/05/2016	BT	DD	118.53		19.76	1121 101	98.77	Telephone charges
31/05/2016	Veolia Environmental Services	DD	301.38		50.23	3917 309 2117 201	125.58 125.57	Refuse collection Pav Refuse collection AB Hall
31/05/2016	Gregg Taylor	SO	610.47			2105 201 3505 305	83.23 527.24	AB Grass cutting BG Grass Cutting
31/05/2016	(AB Admin)	SO	79.65			2101 201	79.65	Wages - May 2016
31/05/2016	Emma Marsden	SO	1,097.54			1101 101	1,097.54	Wages May 2016
31/05/2016	(AB Caretaker)	SO	54.43			2101 201	54.43	Wages May 2016

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Cash Book 1

User : ELM

Bank Current Account

For Month No : 2

Total Payments for Month	35,673.34	0.00	1,243.08	34,430.26
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Cash Book Totals	<u>35,673.34</u>	<u>0.00</u>	<u>1,243.08</u>	<u>34,430.26</u>
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Devolved Services Budget – 2016/17

By Month 2015/16	Hedges	Siding out	Grass Cutting	ROW	Weed killing	Maintenance (signs & removal of signage)	Total Budget 2016-2019
	£373.93	£163.28	£147.03	£591.55	£255.05	£234.67	£1765.52
April			£35.00				
May							
June							
July							
Sept							
Oct							
Nov							
Dec							
Jan							
Feb							
March							

Additional – Devolved Services Cost which LMPC resolved to continue – outside BCC Devolved Services Agreement

Month	Grass cut LM Village	Month	Grass Cut LM Village
April	£100	November	
May		December	
June		January	
July		December	
August			
September			
October			
Running Total			