

LITTLE MARLOW PARISH COUNCIL

Minutes of the Council Meeting held on 29th January 2019 at
The Pavilion, Church Road, Little Marlow SL7 3RS commencing at 8.00pm

CONFIRMED

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| Present: Cllr V Brownridge (VB) – Chairman Cllr K Acres (KA), Cllr J Downes (JD), Cllr P Emmett (PE), Cllr A Falk (AF), Cllr G Fitchew (GF), Cllr V Morton (VM), Cllr R Mash (RM), Cllr R Randall (RR) | | |
| J Murray, Parish Clerk | 2 members of the public present, WDC Cllr David Watson and David Rounding, Bucks CC | |
| The Attendance Sheet was duly signed | | |
| Minute Ref: | Agenda Item | Action |
| 925/19 | 1. Apologies for Absence None. | |
| 926/19 | 2. Declarations of interest – pecuniary or prejudicial Cllr R Randall, Cllr R Mash & Cllr G Fitchew reference confidential items. | |
| 927/19 | 3. To approve Minutes of Council Meeting held on 18th December 2018 The Council RESOLVED to accept the minutes of the meeting and they were duly signed by the Chairman. | |
| 928/19 | 13. Fly tipping It was agreed to move agenda item 13 to the beginning of the meeting to enable an update from David Rounding, Waste Enforcement Officer, Buckinghamshire County Council. David acknowledged the escalating fly tipping issue down Muschalik Road, in Little Marlow, which is on private land. Consequently BCC have no powers to remove it. BCC had attempted several times to contact Private Land Owner to request removal of fly tipping but no response received. Names and addresses found in dumped rubbish in Dec & Jan and prosecutions underway. David confirmed that BCC are serious about prosecuting fly tipping offenders. David to provide Parish Council with a list of commercial fly tipping removal companies to seek quotes for the cost of removing fly tipping. Clerk to action. Cllr David Watson to contact Thames Water to request their assistance in removal of fly tipping as they use Muschalik Road as an access road. | DR/ Clerk DW |
| 929/19 | 4. To take Reports from those minutes for NOTE 913/18- replacement chain link fencing at allotments. Cllr Fitchew has yet to gather contractor quotes. Will report to next Parish Council meeting. 913/18- Cllr Emmett reported that a replacement memorial tree for the late Cllr Innocent would cost £100 to plant and maintain. Cllr Emmett to action. 913/18 Cllr Emmett to look at recreation ground picnic table to ensure safe. Still awaiting reply from Stuart Buckland, Fire Service. Clerk to contact Jason Thelwell, Chief Fire Officer, to request assistance. 913/18 Cllr Falk & Clerk to report back to Council following Allotment visit. | GF PE PE Clerk AF/ Clerk |
| 930/19 | 5. Finance a) To approve income and expenditure report for December 2018 It was RESOLVED to accept the following financial reports for December 2018. Current Account: £ 41,425.09 (incl £12,665.92 CIL) Petty Cash: £ 281.12 Precept Account: £ 13,588.05 Reserves Account: £ 44,119.23 (£5052.31 CIL) b) To approve minutes of Budget meeting on 17th January 2018 The Council RESOLVED to accept the minutes and they were duly signed by the Chairman. | |

Chairman initials]

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| | <p>c) Consideration of draft Budget 2019/20: The Council RESOLVED to agree the 2019/20 budget with an uplift of 3% precept.</p> <p>d) Consideration of £10 WDALC subscription: The Council RESOLVED to pay WDALC subscription fees</p> <p>e) Consideration of paying for the structural survey of The Pavilion from CIL funds: The Council RESOLVED to pay for the structural survey from CIL funds</p> <p>f) Consideration of adding fly tipping clearance to the insurance schedule: Zurich policy to be given to Cllr Randall to explore the possibility with NFU and report back at next meeting.</p> | Clerk Clerk RR | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 931/19 | <p>6. Planning</p> <p>a) Deliver hard copy of planning report to Cllr Emmett prior to next meeting.</p> <p>b) Cllr V Brownridge reported that BALC is running a planning training course on 11th April 2019. It was RESOLVED that Cllr Emmett, Cllr Mash and the Clerk would attend the training session. Clerk to action.</p> <p style="text-align:center"><u>Little Marlow Parish Council</u></p> <p style="text-align:center"><u>Planning Report 29th January 2019 Council Meeting</u></p> <p>Planning applications received from Wycombe District 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. 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 WDC Tree Officer.</p> <table border="0" style="width:100%"><tr><td style="width:33%">18/08348/FUL</td><td style="width:33%">Received on 11.01.19</td><td style="width:33%">Target Date for Determination: 08.03.2019</td></tr><tr><td>Location :</td><td colspan="2">Chiltern House Fern Lane Little Marlow Buckinghamshire SL7 3SD</td></tr><tr><td>Description :</td><td colspan="2">Householder application for amendments to roof to enable a Stannah stairlift to be installed. Installation of windows and alterations to existing windows to ground floor.</td></tr><tr><td>Applicant :</td><td colspan="2">Mrs Molly Cowan Chiltern House Fern Lane Little Marlow Buckinghamshire SL7 3SD</td></tr><tr><td>Agent :</td><td colspan="2">Mr Ian Whitworth 4 Lewisham Road Slaithwaite Huddersfield HD7 5AL</td></tr><tr><td>Parish :</td><td colspan="2">Little Marlow Parish Council</td></tr><tr><td>Ward :</td><td colspan="2">Flackwell Heath And Little Marlow</td></tr><tr><td>Officer :</td><td colspan="2">Mr Abinel Gurung</td></tr><tr><td>Level :</td><td colspan="2">Delegated Decision</td></tr></table> <hr/> <p>LMPC Comment: No objection</p> <table border="0" style="width:100%"><tr><td style="width:33%">19/05081/MINAMD</td><td style="width:33%">Received on 14.01.19</td><td style="width:33%">Target Date for Determination: 11.02.2019</td></tr><tr><td>Location :</td><td colspan="2">Heronsgate The Avenue Bourne End Buckinghamshire SL8 5RD</td></tr><tr><td>Description :</td><td colspan="2">Proposed non-material amendment to permission for householder application for construction of first floor extension to existing dwelling, 1 x dormer window and 1 x roof light, re-roofing of existing detached garage adding roof lights to existing games room, change of access to existing garage relocation of drive and addition of gates granted under householder planning reference: 16/06581/FUL</td></tr></table> | 18/08348/FUL | Received on 11.01.19 | Target Date for Determination: 08.03.2019 | Location : | Chiltern House Fern Lane Little Marlow Buckinghamshire SL7 3SD | | Description : | Householder application for amendments to roof to enable a Stannah stairlift to be installed. Installation of windows and alterations to existing windows to ground floor. | | Applicant : | Mrs Molly Cowan Chiltern House Fern Lane Little Marlow Buckinghamshire SL7 3SD | | Agent : | Mr Ian Whitworth 4 Lewisham Road Slaithwaite Huddersfield HD7 5AL | | Parish : | Little Marlow Parish Council | | Ward : | Flackwell Heath And Little Marlow | | Officer : | Mr Abinel Gurung | | Level : | Delegated Decision | | 19/05081/MINAMD | Received on 14.01.19 | Target Date for Determination: 11.02.2019 | Location : | Heronsgate The Avenue Bourne End Buckinghamshire SL8 5RD | | Description : | Proposed non-material amendment to permission for householder application for construction of first floor extension to existing dwelling, 1 x dormer window and 1 x roof light, re-roofing of existing detached garage adding roof lights to existing games room, change of access to existing garage relocation of drive and addition of gates granted under householder planning reference: 16/06581/FUL | | Clerk Clerk |
| 18/08348/FUL | Received on 11.01.19 | Target Date for Determination: 08.03.2019 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Location : | Chiltern House Fern Lane Little Marlow Buckinghamshire SL7 3SD | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Applicant : | Mrs Molly Cowan Chiltern House Fern Lane Little Marlow Buckinghamshire SL7 3SD | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Agent : | Mr Ian Whitworth 4 Lewisham Road Slaithwaite Huddersfield HD7 5AL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Parish : | Little Marlow Parish Council | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ward : | Flackwell Heath And Little Marlow | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Officer : | Mr Abinel Gurung | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Level : | Delegated Decision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <p>Applicant : Mr Toby Smart Heronsgate The Avenue Bourne End SL8 5RD Parish : Little Marlow Parish Council Ward : Flackwell Heath And Little Marlow</p> <p>Officer : Mr Abinel Gurung Level : Delegated Decision</p> | |
| <p>LMPC Comment: Tree Preservation Order</p> | |
| <p>19/05084/FUL Received on 14.01.19 Target Date for Determination: 11.03.2019</p> | |
| <p>Location : Mill Barn Pump Lane North Little Marlow Buckinghamshire SL7 3RD Description : Householder application for construction of swimming pool Applicant : Ms Sally Graham Mill Barn Pump Lane North Little Marlow SL7 3RD Parish : Little Marlow Parish Council Ward : Flackwell Heath And Little Marlow</p> <p>Officer : Alexia Dodd Level : Delegated Decision</p> | |
| <p>LMPC Comment: No objection</p> | |
| <p>19/05014/FUL Received on 08.01.19 Target Date for Determination: 05.03.2019</p> | |
| <p>Location : Aspenden The Avenue Bourne End Buckinghamshire SL8 5RD Description : Householder application for part two storey part single storey front/side extension. Replacement porch to main entrance, tiled roof to existing conservatory. Replacement detached garage, construction of front boundary wall, piers and entrance gate</p> <p>Applicant : Mr David McCarthy Aspenden The Avenue Bourne End Buckinghamshire SL8 5RD Agent : Eva Wallen 3 Dandridge Drive Bourne End SL8 5UW</p> <p>Parish : Little Marlow Parish Council Ward : Flackwell Heath And Little Marlow</p> <p>Officer : Mr Abinel Gurung Level : Delegated Decision</p> | |
| <p>LMPC Comment: No objection</p> | |
| <p>18/08179/FUL Received on 21.12.18 Target Date for Determination: 15.02.2019</p> | |
| <p>Location : Upper Thames Sailing Club Riverside Bourne End Buckinghamshire SL8 5RF Description : Extension of existing first floor balcony to West and South sides & insertion of new door to first floor South Applicant : Mr Alastair Paterson - Upper Thames Sailing Club 5 Taylors Close Marlow SL7 1PR Parish : Little Marlow Parish Council Ward : Flackwell Heath And Little Marlow</p> <p>Officer : Miss Shama Hafiz</p> | |

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| Level : | Delegated Decision | |
| LMPC Comment: | Cllr P Emmett to visit property | |
| 18/08213/CTREE | | |
| Other Auth. Ref: | MR DEAN STANLEY | |
| Location : | Heronsgate The Avenue Bourne End Buckinghamshire SL8 5RD | |
| Description : | Removal of 7 limbs from lowest points to 1 x Beech Tree and crown reduction of 2m to 1 x Yew Tree | |
| Applicant : | Mr Toby Smart Heronsgate The Avenue Bourne End Buckinghamshire SL8 5RD | |
| Agent : | Pinewood Tree Care 31 New Road Bolter End Buckinghamshire HP14 3LZ | |
| Parish : | Little Marlow Parish Council | |
| Ward : | Flackwell Heath And Little Marlow | |
| Officer : | Sally Clark | |
| Level : | | |
| LMPC Comment: | Tree Preservation Order | |
| 18/08242/FUL | Received on 13.12.18 | Target Date for Determination: 07.02.2019 |
| Other Auth. Ref: | MR NIGEL YOUNG | |
| Location : | Marlow Winery Pump Lane North Little Marlow Buckinghamshire SL7 3RD | |
| Description : | Construction of detached tractor shed for agricultural use and conversion of existing tractor shed into additional winery space, to include visitors reception area, staff area and toilets | |
| Applicant : | Mr Henry Laithwaite Harrow & Hope Ltd Marlow Winery Pump Lane North Little Marlow SL7 3RD | |
| Agent : | Studio Y2 1339 High Road London N20 9HR | |
| Parish : | Little Marlow Parish Council | |
| Ward : | Flackwell Heath And Little Marlow | |
| Officer : | Sarah Nicholson | |
| Level : | Delegated Decision | |
| LMPC Comment: | Change to planning, permission granted | |
| 18/08303/FUL | Received on 19.12.18 | Target Date for Determination: 13.02.2019 |
| Other Auth. Ref: | MR LUKE GEEVES | |
| Location : | Vine Leigh House Marlow Road Bourne End Buckinghamshire SL8 5PL | |
| Description : | Householder application for demolition of the existing outbuildings and the erection of a replacement single storey outbuilding | |
| Applicant : | Mr & Mrs Carvey Vine Leigh House Marlow Road Bourne End Buckinghamshire SL8 5PL | |
| Agent : | Bowen Evans Consultancy 48A High Street Marlow Buckinghamshire SL7 1AW | |
| Parish : | Little Marlow Parish Council | |
| Ward : | Flackwell Heath And Little Marlow | |
| Officer : | Taz Poptani | |
| Level : | Delegated Decision | |
| LMPC Comment: | Object - overdevelopment | |

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| 932/19 | <p>7. The Pavilion & Recreation Ground</p> <p>a) Consideration of refurbishment of gang mowers. Cllr P Emmett to discuss possibility of Little Marlow Cricket Club sharing the cost with Richard Tedham, representative of the LMCC.</p> <p>b) Consideration of new equipment quotes for the Playground: Three quotes received. Cllr Downes and Clerk to liaise and contact an installation company to request survey and quote to install equipment. Report back to next meeting.</p> <p>c). Consideration of The Pavilion and Recreation Ground Security: It was RESOLVED to erect CCTV signs.</p> <p>d) Consideration of Council IT. It was RESOLVED to move to a faster broadband supplier, and sign up to 24 months. It was also RESOLVED to look into other printer suppliers.</p> <p>e) Consideration of appendix to hire conditions of Parish halls with regards to bouncy castles. It was RESOLVED to amend the hiring conditions for the Pavilion to include new conditions relating to Bouncy Castles.</p> | <p>PE</p> <p>JD/ Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| 933/19 | <p>8. Abbotsbrook Hall</p> <p>a) It was RESOLVED to amend the hiring conditions for Abbotsbrook Hall to include new conditions relating to Bouncy Castles. Clerk to liaise with Abbotsbrook Hall Administrator.</p> | Clerk |
| 934/19 | <p>9. Devolved Services</p> <p>a) Ratification of Devolved Services Agreement for NOTE</p> <p>Council had resolved in July to renew the Devolved Services Agreement with BCC for a further 4 years subsequently reduced to 1 year. It was NOTED paperwork had now finally been received from BCC and that Cllr V Brownridge would sign and return.</p> | Clerk |
| 935/19 | <p>10. Burial Ground.</p> <p>a) Consideration of “out of parish burials”. It was RESOLVED that the Parish would continue accepting “out of Parish burials” but that the Clerk would monitor burials over the next year and report back.</p> <p>b) Consideration of cemetery enlargement. It was RESOLVED that the Burial Ground Committee would meet to discuss previous calculations and to draw up a way forward and report back to the next Council meeting.</p> | <p>Clerk</p> <p>Clerk</p> |
| 936/19 | <p>11. Open Spaces & Burial Ground Contract.</p> <p>a) Consideration of Open Spaces & Burial Ground Contract award. It was RESOLVED to award the Open Spaces contract to Buckland Landscapes Ltd and the Burial Ground Contract to CTR Maintenance. Clerk to confirm with contractors and arrange signature of contracts.</p> | Clerk |
| 937/19 | <p>12. Consultation on Westhorpe Interchange. Consultation evenings were held at the Pavilion on 31st January and 1st February 2019. It was RESOLVED that Councillors should send feedback to Margaret MacCarthy direct.</p> | |
| 938/19 | <p>14. Reports from Meetings at outside bodies:</p> <p>a) Marlow Society: meeting next month</p> <p>b) Marlow Community Forum: Issue with bollards on the Marlow Bridge.</p> | |
| 939/19 | <p>15. Correspondence to the Council None</p> | |
| 940/19 | <p>15. Items to be included in next meeting</p> | |
| 941/19 | <p>16. Dates of next meeting – 12th March 2019, Budget Meeting 10th April 2019 at 1.30pm</p> | |
| <p>There being no further business to be transacted the meeting was closed at 9.55pm</p> | | |

Abbreviations:

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| LMPC | Little Marlow Parish Council | WDC | Wycombe District Council |
| BCC | Bucks County Council | SLCC | Society of Local Council Clerks |
| CDC | Chiltern District Council | WDALC | Wycombe District Assoc. of Local Councils |
| PCSO | Police Community Support Officers | ROW | Rights of Way |
| LAT | TfB Local Area Technician | BALC | Bucks Association of Local Councils |
| LMRA | Little Marlow Residents' Assoc | LGPS | Local Government Pension Scheme |
| VAS | Vehicle Activated Sign | LMLCP | Little Marlow Lakes Country Partnership |
| AVDC | Aylesbury Vale District Council | MK | Milton Keynes |
| FoOV | Future of our Village | GDPR | General Data Protection Regulations |

Signed:
Chairman

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