

LITTLE MARLOW PARISH COUNCIL

CONFIRMED Minutes of the Council Meeting held on Tuesday 23rd July 2024 at the Pavilion,
Church Road, Little Marlow, Bucks, SL7 3RS commencing at 8pm

Present: Cllr K Cook (KC), Cllr A Crabtree (AC), Cllr P Emmett (PE) - Vice-Chairman, Cllr S Goss (SG), Cllr S Kershaw (SK), Cllr Cllr R Start (RS),		
Jennie Phenix Parish Clerk	Public present: Please refer to sign in sheet	
Minute Ref:	Agenda Item	Action
2623/24	1. To receive, and consider for approval, apologies for absence and reasons given Cllr J Downes (JD), Cllr K Acres (KA) – Chairman V Moreton (VM)	
2624/24	2. Declarations of interest – pecuniary or prejudicial None	
2625/24	3. To approve the Minutes of the Annual Council Meeting and Parish Council Meeting of the 21st May 2024 The Council RESOLVED to accept the minutes of the Annual Council and Parish Council Meetings and the Chairman duly signed the minutes.	
2626/24	4. To take reports from the minutes from Parish Council Meeting on 19th March 2024 for NOTE None	
2627/24	5. Parish Clerk's report: <ul style="list-style-type: none"> - It was noted that the Wifi has now been installed at ABH and a quarterly pest control service at ABH is now in place. - It was noted that the Chapel Roof has been repaired and the windows are due to be done in September. - It was noted that a handyman has been found who will fix the ABH gates and will quote for ABH guttering and replacing the PAV post. - A new water meter is due to be fitted at the Pavilion at the end of July and the EPC inspections of both halls will take place in August. - Playground matting is getting fitted under the swings this week. - It was noted the street light on Winchbottom lane has now been fixed. - The valuations of the properties has now been completed which has resulted in a refund of £121.33 on our premium with Zurich - There is nothing to report on the burial ground apiary or progression of expansion works as JD away and BC has not met. - It was noted that the Clerk will be away from 2 – 9 August 	
2628/24	6. Items to be taken in confidential None	
2629/24	7. Public participation SK asked Cllr Johncock to determine whether the approach taken to establish South Bucks Country Park could be used for Little Marlow Country Park.	SK
	8. Items for consideration and resolution:	

2630/24	<p>8.1 Planning- a. The Council received a report of the latest planning applications up to 19 July 2024 It was noted that the Planning Committee meeting scheduled for 15th July was postponed as most applications had already been commented on and only two were outstanding.</p> <p style="text-align: center;"><u>Little Marlow Parish Council</u></p> <p><u>Planning 15 July 2024 Council Meeting – meeting postponed as most applications already commented on</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 – Little Marlow Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer.</p> <p>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</p> <p style="text-align: center;">WEEKLY LIST OF PLANNING APPLICATIONS up to 19.07.2024</p> <div style="border: 1px solid black; padding: 5px;"> <p>1. Householder application for construction of single storey rear extension, new entrance porch, pitched roof dormer at front, changes to fenestration and external cladding</p> <p>Tarshyne Vineyard Drive Bourne End Buckinghamshire SL8 5PD Reference: 24/05792/FUL, Received Tue 02 Apr 2024, Validated 13 May 2024, Status: Awaiting Decision <u>LMPC Comment</u> No objection Submitted 20 May 2024</p> </div> <div style="background-color: #ffffcc; padding: 5px;"> <p>2. <u>Householder application for proposed 9.5m X 5.8m single storey carport</u> Stallworthy Westhorpe Farm Lane Little Marlow Buckinghamshire SL7 3RQ Ref. No: 24/06142/FUL Received: Mon 13 May 2024 Validated: Mon 20 May 2024 Status: Awaiting decision <u>LMPC Comment</u> - no objection submitted 30th May 2024</p> </div> <div style="background-color: #ffffcc; padding: 5px;"> <p>3. <u>Fell x 1 Magnolia, x 13 Fir trees and x 1 Goat Willow</u> Woodstock Marlow Road Bourne End Buckinghamshire SL8 5NURef. No: 24/05344/CTREE Received: Tue 13 Feb 2024 Validated: Thu 23 May 2024 Status: Unknown <u>LMPC Comment</u> – Little Marlow Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer.</p> </div> <div style="border: 1px solid black; padding: 5px;"> <p>4. Householder application for construction of single storey rear extension Moorholm Coldmoorholme Lane Bourne End Buckinghamshire SL8 5PS Ref. No: 24/06125/FUL Received: Mon 13 May 2024 Validated: Wed 29 May 2024 Status: Awaiting decision <u>LMPC Comment</u> No Objections submitted 30th May 2024</p> </div> <p>5. Certificate of lawfulness for proposed construction of single storey rear extension Denes Winchbottom Lane Little Marlow Buckinghamshire SL7 3RJ Ref. No: 24/06250/CLP Received: Tue 28 May 2024 Validated: Tue 28 May 2024 Status: Awaiting decision on 23rd July <u>LMPC Comment</u> – NA</p>	
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<p>6. <u>Householder application for construction of part single, part two storey front and rear extension, hipped to gable roof extensions/alterations in connection with loft conversion and new entrance gates</u> Little Mell Lockbridge Road Bourne End Buckinghamshire SL8 5QT Ref. No: 24/06348/FUL Received: Mon 10 Jun 2024 Validated: Mon 10 Jun 2024 Status: Awaiting decision on 5th August LMPC Comment - Object for overdevelopment, loss of privacy to neighbours, new windows overlooking rear gardens (privacy glass is too easy to replace) and this would be a huge increase in the size of the property</p>	
<p>7. Removal of 1 Yew Westfield The Drive Bourne End Buckinghamshire SL8 5RE Ref. No: 24/06344/CTREE Received: Mon 10 Jun 2024 Validated: Mon 10 June 2024 Status: Awaiting decision LMPC Comment submitted 3 July 2024 - Little Marlow Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer.</p>	
<p>8. <u>Erection of a new Boat House on the banks of the River Thames.</u> Tamlaght Riverside Bourne End Buckinghamshire SL8 5RF Ref. No: 24/06217/FUL Received: Wed 22 May 2024 Validated: Mon 10 Jun 2024 Status: Awaiting decision LMPC Comment submitted 16 July 2024 – Objection Too big for site and sets a precedent on riverbank</p>	
<p>9. <u>Demolition of an existing bungalow and erection of a replacement dwelling with detached carport, garden shed and new sewage treatment plant</u> Tamlaght Riverside Bourne End Buckinghamshire SL8 5RF Ref. No: 24/06216/FUL Received: Wed 22 May 2024 Validated: Mon 10 Jun 2024 Status: Awaiting decision – due 23 July 2024 LMPC Comment submitted 4 July 2024 – Object Too big for site</p>	
<p>10. Householder application for construction of greenhouse on an existing patio to the side of the house White Cottage The Avenue Bourne End Buckinghamshire SL8 5RD Ref. No. 24/06114/FUL I Received: Fri 10 May 2024 I Validated: Mon 17 June 2024 I LMPC Comment No objection 17th July 2024</p>	
<p>11. Certificate of lawfulness for proposed installation of mobile home garden annexe Pear Tree Cottage Winchbottom Lane Flackwell Heath Buckinghamshire HP10 9QE Ref. No: 24/06615/CLP Received: Wed 10 Jul 2024 Validated: Wed 10 Jul 2024 Status: Awaiting decision LMPC Comment – NA</p>	
<p>12. Householder application for construction of pool room The Old Vicarage Church Road Little Marlow Buckinghamshire SL7 3RT Ref. No: 24/06562/FUL Received: Fri 05 Jul 2024 Validated: Tue 16 Jul 2024 Status: Awaiting decision LMPC Comment – No objection submitted 17th July</p>	
<p>13. Householder application for construction of two storey side extension and changes to fenestration and external materials Newlands Chapman Lane Bourne End Buckinghamshire SL8 5PB Ref no. 24/06659/FUL Received: Fri 17th July 2024 I Validated: Fri 17th July 2024 I Status: Awaiting decision LMPC Comment – No Objection</p>	
<p>14. Householder application for construction of single storey rear extension and relocation of front door with canopy over Fox Dell The Close Bourne End Buckinghamshire SL8 5PE Ref no. 24/06687/FUL Received Fri 19th July 2024 I Validated Fri 19th July 2024 I Status: Awaiting decision LMPC Comment – No Objection</p>	

2631/24	<p>b. Any other planning issues.</p> <p>It was noted there has been no news on a potential appeal on the film studios, although they appear focusing on PR.</p> <p>KC queried what was happening with the Battery storage, PE confirmed it is happening and also the Football application had been withdrawn.</p>	
2632/24	<p>8.2 Finance</p> <p>a. The Council reviewed the Budget Committee meeting minutes of 2 July 2024</p> <p>The Council reviewed the minutes from the last budget meeting and discussed the need to look at energy prices and consider fixing them. It was noted that the asset register has been updated. The Council reviewed the cash position and it was noted that a total of £55K has been transferred from the 32 day interest account to cover the Equipment Storage Shed (ESS), with the final £35K due to arrive in the Instant Access account on 5th August 2024. AC noted that probably more funds than necessary have been transferred which may bring the interest earned from the 32 day account under budget. It was noted there is now currently £68K left in the 32 day interest account.</p> <p>The Council discussed the spot check process and it was agreed PE will do the first one. Clerk and PE to arrange as soon as convenient.</p>	PE/ Clerk
2633/24	<p>b. The Council approved the income and expenditure for April, May and June 2024</p> <p>It was noted that the income and expenditure for April and May had been reviewed at the recent budget meeting and the council approved.</p> <p>It was noted that AC & the Clerk need to look at June income and expenditure in more detail as a couple of items need recoding. AC & the Clerk to arrange at time as soon as is convenient</p>	AC/ Clerk
2634/24	<p>c. The Council considered the budget proposals for 2025-26</p> <p>It was noted that there has been a request from a member of the parish to reinstate a regular newsletter as a way of connecting with those members of the community who are not online and would be happy to lead the project with input and funding from the Council. The majority of the Council considered that an A4 double sided newsletter, twice a year is worth considering, although it was noted that the Clerk does not have time in her current hours to produce a newsletter. It was RESOLVED that KC would meet with the proposer to see what she has in mind and discuss how this could work. The Clerk will put them in contact with each other.</p> <p>The Council discussed the broken VAS but felt they do not have enough information on what is the problem or alternative options to make a decision, however it was felt it would probably an emergency repair item due to health and safety risks rather than a budget item. The Council RESOLVED to pause any decisions on what to do until SK has looked into it further. SK will get back involved, discuss with KA and make contact with the providers to discuss options.</p>	KC/ Clerk
2635/24	<p>8.3. Environment-</p> <p>a. The Council considered a report from Environment Committee meeting minutes of 11 June 2024</p> <p>It was noted that the project list has been cleaned up but still needs to be reformatted and tidied up before the next A&E meeting in September.</p> <p>The Council discussed the walking path on Sheepridge Lane and it was noted that CWPC maintain their part at the top and PE usually does what he can for free to LMPC part. It has now been cleared down to the Cemetery. It was noted that the part at the bottom down to the roundabout is very narrow and not a</p>	SK

	<p>designated walking path. Due to traffic management requirements it would require specialist contractors and be expensive and the council RESOLVED not to pursue any further at this time.</p> <p>It was noted that the Burial Committee needs to arrange a meeting to progress BG maintenance. Clerk to arrange as soon as convenient.</p> <p>8.3.b Abbotsbrook Hall-</p>	Clerk
2636/24	<p>i. The Council received an update on the carpark</p> <p>It was noted that the resurfacing of the carpark has now been completed and pile of rubble removed. The residents seem happy and that the council can expect the new surface to last for 3-5 years before more maintenance is required. It was noted that only the back part had been done as apart from a few pot holes the front part is currently in reasonable condition.</p>	
2637/24	<p>ii. The Council received a report on the fly tipping and tree waste from the neighbour</p> <p>It was noted that the Clerk has made contact with the neighbour to discuss the tree branches that have been falling from the tree and been put over the fence into ABH carpark. The neighbour does have concerns about tree and the Council has RESOLVED to get a tree surgeon to look at it as soon as possible.</p> <p>8.3.c The Pavilion and Recreation Ground-</p>	
2638/24	<p>i. The Council received an update on the Equipment Storage Shed (ESS) progress</p> <p>I was noted that the contractors have set up a cordon and prepared the area, however they have not yet started and the project is currently on hold as Building Control have refused the application based on not enough information. The contractor has now provided the required information and is regularly chasing building control. It was noted that the contractor is asking for approval of the drawings so they can order materials, however PE noted the need to receive the building control approval first in case there is anything that needs changing to the drawings.</p>	Clerk
2639/24	<p>ii The Council noted the ARD Quarterly Play Area Inspection July 2024</p> <p>It was noted that the PE has done many of the repairs and had ordered spare parts to repair the swinging logs, however the parts that Playdale are claiming to be correct do not appear to fit.. It has been RESOLVED to ask the manufacturer to quote to do the repairs themselves.</p>	Clerk
2640/24	<p>8.3.d Burial Grounds-</p> <p>i. To receive and update on missing burial records and consider the need for cemetery map</p> <p>The Clerk reported to the Council that the current register of burials and register of grave spaces are not in the burial safe and has confirmed that the deputy Clerk from WBEPC who was overseeing burials while LMPC had no Clerk also noted that they were missing. The Council RESOLVED to refer this matter to the HR Committee. It was also noted that there is currently no grave map for the new part of the cemetery and that it is a legal requirement to have one. It was also noted that without the missing registers it would be impossible to create one.</p>	
2641/24	<p>ii. To consider the repurchase of exhumed plot rights</p> <p>The Council RESOLVED they would be happy to repurchase the grave rights for the recently exhumed ashes plot from the family for the price they originally paid for it in 2014.</p>	
2642/24	<p>8.3.e Allotments –</p> <p>i. To consider Allotment rubbish and whether action is required</p> <p>It was noted that PE & SK had been to visit the allotments and although there is some build up of rubbish they do not feel that it is a large problem. Although complaints have been made about rats they did not notice any evidence, although did notice there are notifiable weeds there. The question was</p>	Clerk

2643/24	<p>raised about whether there was a need to include a clause in the contract to require plots to be returned to their original state when they were given up and whether a deposit could be taken from new allotment holders going forward. The Clerk to research what other councils have in their allotment contracts before the next meeting</p> <p>ii. To receive an update on allotment mapping</p> <p>It was reported that one of the allotment holders is currently in the process of mapping the allotment so the council has an accurate measurement plots. Going forward this will allow the council to set the rates fairly based on size of plot. It is hoped that this will be completed by the autumn.</p>	Clerk
2644/24	<p>8.4 General</p> <p>a. To consider fixing Gas and Electricity rates before the Autumn</p> <p>The Council considered the need to fix the Gas and Electricity charges before the Autumn. It was noted that the Water has recently been fixed for one year with Everflow, the Electricity for the halls is currently out of contract and the gas is due to expire in February 2025. SK will look into this to see what the best option might be.</p> <p>b. To receive an update on the tree works</p> <p>Following on from the last A&E meeting when it was resolved to accept the provided quote for the most urgent works, it was noted that no response has been received from the contractor since the Clerk requested insurance details and references. It was noted that the Clerk has since requested quotes from three well know and recommended contractors and with one inspection already arranged for next week.</p> <p>c. To consider Little Marlow Fete Stand</p> <p>KA & SK suggested something similar to last year with stickers and with the public to suggest what they would like to see in the country park and how they would like to be used. The council resolved to circulate ideas to make suggests on their thoughts.. Clerk to send out a message on Whats app to prompt Cllrs to share ideas.</p> <p>While discussing the village it was noted by several councillors that the cycle paths along the Marlow Road are getting very overgrown and dangerous in a number of places. It was RESOLVED that individual councillors would report the specific parts they have noticed on Fix my street and once they have done this they will report back to the Clerk who will put in a general report to the Highways Agency.</p>	SK
2645/24		
2646/24		
		Clerk
		All Cllrs Clerk

2647/24	<p>9. Items for information only:</p> <p>1. Reports from Meetings of Outside Bodies</p> <p>1.1 Marlow Society</p> <p>The Council received a report from VM regarding the Marlow Society and it was noted</p> <p>1.2 Community Board action groups: Economic regeneration, Community Engagement, Transport and Highways, Environment and Climate Change</p> <p>It was noted there was nothing to report from these groups.</p>	
2648/24	<p>2. Correspondence</p> <p>There was no correspondence of note that has not already been included previously in the agenda</p>	
2649/24	<p>10. Items to be included on the next Agenda</p> <p>VAS Action Plan</p> <p>It was noted that the next meeting will be on 17th September 2024 at 8pm.</p> <p>With no more items to discuss the meeting was adjourned at 9.40pm</p>	

Abbreviations:	
BC	Buckinghamshire Council
LMPC	Little Marlow Parish Council
VAS	Vehicle Activated Sign

Signed:

Chairman

Date:

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

Chair initials.....

