

LITTLE MARLOW PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday at 26th May 2020 remotely via
Microsoft Teams commencing at 8pm

CONFIRMED

Present: Cllr V Brownridge (VB) – Chairman, Cllr V Morton (VM), Cllr A Falk (AF), Cllr P Emmett (PE), Cllr K Acres (KA), Cllr J Downes (JD), Cllr R Mash (RM) joined the meeting at 20.22pm		
Mrs J Murray – Parish Clerk		Public present: Bucks Councillor David Watson joined the meeting at 20.20pm, Mrs Julie Wisson
The Attendance Sheet was completed by The Clerk		
Minute Ref:	Agenda Item	Action
2042/20	1. Apologies for Absence Bucks Councillor John Savage, Bucks Councillor David Johncock, Cllr R Randall (RR), Cllr G Fitchew (GF). Cllr V Brownridge notified the Council that Cllr A Falk had resigned as a Parish Councillor. NALC had recently issued guidance on filling casual vacancies in the current circumstances. She and the Clerk would look into what procedures had to be followed.	Clerk/ VB
2043/20	2. Declarations of interest – pecuniary or prejudicial None	
2044/20	3. To approve the Minutes of Parish Council Meeting of the 21st April 2020 The Council RESOLVED to accept the minutes of the meeting and the Chairman will print and sign the minutes and retain for filing at a later stage, once lockdown is lifted.	Clerk/ VB
2045/20	4. To take reports from theses minutes for NOTE: 1071/19 Little Marlow School – Bucks Councillor D Watson and the Head Teacherare in discussions with Charles Brocklehurst regarding possible parking solution 2002/20 5a Clerk still following up on BACS payment from Abbotsbrook Bridge Club to cover returned cheque 2029/20 Charles Brocklehurst had informed the Clerk that he was in discussion with what was the County Planning Authority Minerals & Waste Team and had agreed that when he submitted a planning application for ‘after-use’ of the Gravel Yard, it would draw upon the outstanding obligations but would supersede the 2014 restoration plan (assuming that it was granted). He had also confirmed that as and when he had formulated (post Covid) revised plans for the Gravel Yard, he would present them to the Parish Council, as part of pre planning application consultation.	
2046/20	5. Finance a) To approve income and expenditure report for April 2020 The Council RESOLVED to approve the reports. Cllr V Brownridge asked why the amount credited to code 3582 Sexton Fees was so high. b) To consider closure of Lloyds Petty Cash Account The Council RESOLVED to close the account as there had been no movement on the account since 2018. Funds would be transferred into the main Parish Council Lloyds account. c) To review fixed asset register The Council RESOLVED to accept the Fixed Asset register and review during the year end process in 2021. d) To approve meeting minutes of Budget Committee meeting on 12th May 2020 The Council RESOLVED to accept the minutes of the meeting and the Chairman – Cllr K Acres will print and sign and post the signed copy into the office.	Clerk Clerk KA
2047/20	6. Planning a) To consider report <div><u>Little Marlow Parish Council</u> <u>Planning March 2020 Council Meeting</u></div>	

Chairman initials]

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	<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 WDC Tree Officer.</p> <p>The planning register can be found online at: https://publicaccess.wycombe.gov.uk</p> <p style="text-align: center;">Buckinghamshire Council</p> <p style="text-align: center;">WEEKLY LIST OF PLANNING APPLICATIONS up to 22.05.2020</p> <p>Cut back to boundary T1 - T5 The Poplars Farm Road Bourne End Buckinghamshire SL8 5RB Ref. No: 20/06186/CTREE Received: Fri 15 May 2020 Validated: Mon 18 May 2020 Status: Pending Decision <u>LMPC Comment</u> The Parish Council has no objection provided the work carried out is under the supervision of the WDC Tree Officer</p> <p>Certificate of lawfulness for existing use of Bridge Cottage as a residential dwelling without complying with agricultural occupancy condition Bridge Cottage Westhorpe Farm Lane Little Marlow Buckinghamshire SL7 3RQ Ref. No: 20/06079/CLE Received: Fri 01 May 2020 Validated: Fri 01 May 2020 Status: Pending Consideration <u>LMPC Comment</u> No objection</p> <p>Householder application for construction of single storey side extension Malt House Lodge Marlow Road Bourne End Buckinghamshire SL8 5PL Ref. No: 20/06039/FUL Received: Sat 25 Apr 2020 Validated: Mon 27 Apr 2020 Status: Pending Consideration <u>LMPC Comment</u> No objection to the application for a side extension provided the CPL consent for the large gym/games room is given up.</p> <p>Engineering operation for the installation of a new sewage treatment plant with associated works to include removal of existing plant and re-positioning of new plant with new kiosk and associated works Three Horseshoes Wycombe Road Marlow Buckinghamshire SL7 3RA Ref. No: 20/05563/FUL Received: Tue 03 Mar 2020 Validated: Fri 24 Apr 2020 Status: Pending Consideration <u>LMPC Comment</u> No objection</p>	Clerk
2048/20	<p>7. The Pavilion and Recreation Ground – a) To consider quotes to repaint Pavilion building externally The Council RESOLVED to accept the quote from Mr John Shilto. The Clerk would notify Mr Shilto and agree a starting date early in June 2020 to ensure the works were completed before Little Marlow Preschool were due to start back at The Pavilion. b) To consider policy on reopening of Pavilion and recreation ground The Council RESOLVED to adopt the policy drafted by Cllr V Brownridge. The policy would be added to the Parish Council website.</p>	Clerk Clerk
2049/20	<p>8. Abbotsbrook Hall a) To consider policy on reopening of Hall</p>	Clerk

	<p>The Council RESOLVED to adopt the policy drafted by Cllr V Brownridge. The policy would be added to the Parish Council website.</p> <p>b) To consider request for car park pest control</p> <p>The Council RESOLVED to write to the resident who had raised the pest control issue and suggest that the compost site in his garden be removed as a first step. Once the source of food had been removed and the resident had worked with Buckinghamshire Council pest control the hope was that the pest issue would end.</p>	Clerk
2050/20	<p>9. Allotments –</p> <p>a) To consider Allotment Committee’s recommendations regarding splitting of plots</p> <p>The Council RESOLVED to agree to the split of the remaining vacant plots and to offer them as seen, free for a reasonable period of time (6-12 months) depending on the amount of work required to return to a plot fit for planting and cultivation.</p>	Clerk
2051/20	<p>10. Spade Oak Car Park -</p> <p>a) To consider request to prune trees</p> <p>The Council RESOLVED to accept Bucklands’ quote to prune the two overhanging trees. The Clerk to contact and arrange works with Bucklands.</p>	Clerk
2052/20	<p>11. Council matters</p> <p>a) To consider delegation of authority to COVID 19 Contingency Committee</p> <p>The Council RESOLVED to delegate authority to the COVID 19 Contingency Committee to take decisions relating to Government regulations and guidance in response to COVID 19 where such decisions could not reasonably be deferred to the next Full Council</p> <p>b) To consider updated Standing Orders</p> <p>The Council RESOLVED to approve the revised Standing Orders, which would be uploaded to the Parish Council website.</p> <p>c) To review Disclosures of Pecuniary Interests</p> <p>The Clerk had emailed all councillors a link to the website page containing their Disclosure of Pecuniary Interests. Councillors were asked to review and confirm to The Clerk they were still correct. The Clerk was asked to check whether a list of Directorships should be included.</p> <p>d) To review register of Gifts & Hospitality</p> <p>The Clerk will email all Councillors with regards to the register of Gifts and Hospitality.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
2053/20	<p>12. Remote working & remote meetings</p> <p>a) To review use of teams with councillors and ability to download council documents</p> <p>The Clerk to call Cllr R Mash & Cllr V Morton to assist with training on how to access documents on TEAMS</p>	Clerk
2054/20	<p>13. Reports from Meetings of Outside Bodies:</p> <p>a) Marlow Society – held a remote meeting. Nothing to report.</p>	
2055/20	<p>14. Parish Clerk’s Report</p> <p>The report was read out by The Clerk, including year end had been completed remotely, along with socially distanced sexton duties. She also reported that we had had a very swift response from Charles Brocklehurst to an email which Cllr Acres had sent reporting that a horse and foal had been left in the field opposite Spade Oak Pub. Within a few hours Mr Brocklehurst had visited the site, arranged for the vehicular access to be blocked, posted the appropriate legal notices and made arrangements for the horses’ welfare.</p>	
2059/20	<p>18. Correspondence to the Council</p> <p>Jennifer Murray – state of pavements in Little Marlow Village. Clerk to report to Bucks Council</p> <p>Jo Tippet – Rubbish bin overflowing in Little Marlow Village. Clerk to contact Bucks Council to report and arrange for signs to be put up. Cllr K Acres to create a sign for Coldmoorholm Lane and send to Clerk to put up in Little Marlow Village.</p> <p>Martin Blunkell – complaint about signs on A4155 in Little Marlow– The Council RESOLVED to review all signs throughout the parish and report back to the next council meeting.</p>	
2060/20	<p>19. Public participation – maximum 15 minutes</p> <p>Bucks Councillor David Watson reported that the new Buckinghamshire Council was now up and running, with 202 members and will be a holding operation until next May. Cllr Watson asked to be kept up to date with communications regarding Little Marlow Lakes and the proposed Country Park.</p>	Clerk

	Mrs Julie Wisson spoke and updated the Councillors on the background to the planning application for Bridge Cottage Little Marlow Buckinghamshire Councillor David Watson – mentioned that Community Boards had met during an unminuted meeting with only Bucks Councillors present. Cllr V Brownridge asked Buckinghamshire Councillor D Watson to report back her concern and disappointment that Parish Councils and other Community representatives had not been invited to attend the first meeting of the Community Boards. Cllr K Acres reported that she had reported her concerns regarding plots being marked out at Spade Oak to the Buckinghamshire Council planning department.	
2061/20	20. Confidential items- None	
2062/20	21. Items to be included on the next Agenda- None noted	
2063/20	22. Dates of the next meetings: Parish Council meeting 7 th July 2020, Budget Meeting 23 rd July 2020 at 1.30pm,	
There being no further business to be transacted the meeting was closed at 21.16 pm		

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	BALC	Bucks 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.