

LITTLE MARLOW PARISH COUNCIL

Minutes of the Council Meeting held on 23rd June 2015 at
The Pavilion, Little Marlow commencing at 7.30pm

CONFIRMED

Present: Cllr V Brownridge (VB) – Chairman Cllr G Fitchew (GF) – Vice Chairman Cllr A Falk (AF) Cllr K Acres (KA)		Cllr J Downes (JD) Cllr R Mash (RM) Cllr P Emmett (PE)
Mrs E Marsden Parish Clerk		3 Members of the public present
The Attendance Sheet was duly signed		
Minute Ref:	Agenda Item	Action
235/15	1. Apologies for Absence District Councillor Savage	
236/15	2. Declarations of interest – personal or prejudicial Cllr Downes on WDC planning permission decision references: 15/05328/LBC & 15/06325/MIN as he is the applicant.	
237/15	3. To approve Minutes of Annual Council Meeting & Full Council held on 14th May 2015.. The Council RESOLVED to accept the minutes of both meetings.	
238/15	4. To take Reports from those minutes for NOTE The Clerk had discovered a different percentage amount that LMPC had contributed for the Community Bus and was investigating. The Defibrillators cabinets have to be registered with the local ambulance service. The Clerk is in the process of completing this and will then liaise with Cllr Emmett and Cllr Fitchew re installation. The Clerk gave an update regarding the VAS. BCC Highways have said no to Sheepridge Lane. The Clerk is awaiting a full report.	Clerk
Cllr Acres arrived at 7.35pm		
239/15	5. Consideration of Co-option of Councillors The Chairman invited the candidates to give a short presentation each regarding why they wished to become Councillors. After each presentation The candidates then answered questions. It was unanimously RESOLVED to co-opt Mrs Vivien Morton and Mr Roger Randall to become Parish Councillors for LMPC.	.
240/15	6. Finance To approve Income and expenditure for May 2015 It was RESOLVED to accept the financial report for May 2015 Income Expenditure £7,447.00 £33,268.43 (included a payment of £21,531.76 (50% precept) which WDC had paid into LMPC's current account rather than precept account.	

31st May 2015
 Current Account: £1,396.62
 Petty Cash Account: £207.55
 Reserves Account: £39,430.22
 Precept account: £57,992.03
 (precept account is inflated by £33,458.00 as holding S106 payment on behalf of Country Park Partnership)

241/15

7. Planning Report

The Planning Chairman gave the following report. GF highlighted that most of the applications were for tree work.

App. No.	Location	Description
<u>15/06581</u> <u>/CTREE</u>	River Thatch The Avenue Bourne End	Crown lift 1. Willow by front gate to 1.5 metres and reduce side branches to contain; reduce top and trim both sides of 2. Yew hedge at front boundary; reduce 3. Laurel to front to old cuts approximately 0.5 - 1 metres all round; fell 5. dead shrub and dead tree on stream bank; reduce top and sides of 6. Yew hedge at side and rear boundary; crown thin by 15% 7. Cedar located in garden and remove deadwood; trim all round to remove new growth from 8. Laurel; fell 3 x dead Laurels (9.); reduce top and sides of 10. Hornbeam hedge at side and rear boundary
<u>15/06575</u> <u>/TPO</u>	River Thatch The Avenue Bourne End	Lightly reduce tree 4. small Willow located on stream bank by 0.5 - 1 metres
<u>15/06557</u> <u>/CTREE</u>	The Grove Marlow Road Bourne End	Reduce T1 Yew by 1.5 metres over the garage side and 1 metre off of the opposite side blending to nothing, reduce top by up to 1.5 metres where necessary, to balance shape and contain growth
<u>15/06529</u> <u>/CTREE</u>	Woodstock Marlow Road Bourne End	Reduce by up to one third 2 no. Leylandii trees situated to the rear of property behind swimming pool
<u>15/06525</u> <u>/CTREE</u>	The Old Vicarage Church Road Little Marlow	Fell Yew Y3; reduce Yew Y2 by approximately 1 - 1.5 metres; reduce crown of Yew Y4 by up to 1/3 of the branch length to provide clearance from house, and remove ivy
<u>15/06526</u> <u>/TPO</u>	The Old Vicarage Church Road Little Marlow	Reduce Yew Y1 by approximately 1 - 1.5 metres
<u>15/06488</u> <u>/CTREE</u>	Orchard Croft The Drive Bourne End	Reduce height of row of 17 Fir to approximately 9 - 10.5 metres, and remove lower branches up to a height of approximately 3 metres
<u>15/06424</u> <u>/CLP</u>	1 Abbeymead Elm Lane Bourne End	Certificate of lawfulness for proposed construction of single storey rear extension
<u>15/06281</u> <u>/CLE</u>	Timsah Riverside Bourne End	Certificate of lawfulness for existing use of building as a 2 bed dwellinghouse
<u>15/06265</u>	The Poplars	Section fell T1 Willow and T2 Cedar

/CTREE

Farm Road
Bourne End

Decisions Received

Case Ref: **15/05328/LBC** *Decision* Application Permitted

Address: Apple Tree Lodge Church Road Little Marlow Buckinghamshire
SL7 3RZ

Proposal: Listed building application for construction of single storey rear extension to provide enclosed swimming pool and gym

LMPC The Parish council has no objection provided the work carried out conforms to Listed Building Regulations

Case Ref: **15/05689/FUL** *Decision* Application Permitted

Address: Bourne End Pumping Station Wendover Road Bourne End
Buckinghamshire SL8

Proposal: Installation of a security cage

LMPC No Objection

Case Ref: **15/05896/TPO** *Decision* Application Permitted

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

Proposal: Lift T833 Lime to 4.5-5 metres (including lowest limb over Yew), remove major dead wood and reduce limb over grass by 2.5-3 metres; T834 lift to 4.5-5 metres, remove major dead wood and reduce limb over Yew hedging by 2.5-3 metres.

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

Case Ref: **15/06325/MIN** *Decision* Application Permitted

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

Proposal: Proposed non-material amendment to permission for construction of extension to Appletree Lodge to provide enclosed swimming pool granted under 07/05455/FUL renewed under 09/07054/REN

Case Ref: **15/06327/MIN** *Decision* Application Permitted

Address: Rowan Water 1 Spade Oak Meadow Bourne End Buckinghamshire
SL8 5PT

Proposal: Proposed non-material amendment to permission for Demolition of existing dwelling and erection of 1 x 4 bed detached dwelling with integral garage granted

LMPC are not re-consulted on /MIN applications

Case Ref: **15/06265/CTR** *Decision* Not to make a Tree Preservation Order
Date: **08/06/201**

Address: The Poplars Farm Road Bourne End Buckinghamshire SL8 5RB

Proposal: Section fell T1 Willow and T2 Cedar

Case Ref: **15/06176/CTR** *Decision* Not to make a Tree Preservation Order
Date: **08/06/201**

Address: Well End Farm Marlow Road Bourne End Buckinghamshire SL8
5PJ

	<p><i>Proposal:</i> Fell T6 Elder; fell T7 Willow.</p> <p>LMPC – The Parish Council has no objection provided the work carried out is under the supervision of the WDC Tree Officer</p> <p><i>Case Ref:</i> 15/05750/CLP <i>Decision</i> Grant Certificate of Proposed Use</p> <p><i>Address:</i> 8 Burroughs Crescent Bourne End Buckinghamshire SL8 5NR</p> <p><i>Proposal:</i> Certificate of lawfulness for proposed construction of single storey rear extension</p> <p>LMPC - No Comment</p> <p>b) Planning Appeal 15/05875/HPDN- 1 Abbeymead, Bourne End. It was NOTED that LMPC are unable to make comment on this application as it refers to an appeal over permitted development.</p> <p>c) Little Marlow Parish School – permission granted for double modular building. It was NOTED that the school has conditions in relation to a transport strategy. It was AGREED to set up a Working Party to discuss the problems with parking at the school.</p>	Clerk
242/15	<p>8. Sub Committee Reports</p> <p>a) Burial Ground</p> <p>(i) Item of note – hedge clearance needed for Bell Mouth A meeting with the LAT /Clerk and Chairman to decide how much hedge would need to be removed. Approximately 70 metres would need to be removed. The gate would also need to move back and repositioned so it opened correctly. It was AGREED for the Clerk to get quotation for the budget meeting in October.</p> <p>(ii) Item of note – regarding new Ashes section of Burial Ground The Clerk gave information on the new ashes section of the Burial Ground. It will be marked for the grave digger.</p> <p>b) The Pavilion & Rec Grd.</p> <p>(i) Confirmation of new fees for Hire of The Pavilion for 2015/16 financial year A meeting will be arranged with the Councillors, Clerk and Hiring Administrator to confirm pricing for 2015/16.</p> <p>(ii) Consideration of cleaning for the Pavilion In certain circumstances, it may be necessary for the public to be excluded from this meeting. This is in accordance with the Public Bodies (Admission to Meetings) Act 1960 and is in view of the confidential nature of the business to be transacted. Discussions may only be held in Confidential Items after a majority agreement by Councillors present It was RESOLVED as this discussion involved discussing a member of staff it would be considered under confidential items.</p> <p>c) Abbotsbrook Hall</p> <p>(i) Confirmation of new fees for hire of Abbotsbrook Hall It was AGREED this will be discussed at the same time as the Pavilion.</p> <p>(ii) Confirmation of staffing arrangements and allocation of remuneration. The Clerk gave information that a productive meeting has been held with the Hiring Administrator and Cleaner having separate roles. In certain circumstances, it may be necessary for the public to be excluded from this meeting. This is in accordance with the Public Bodies</p>	Clerk Clerk/ KA/PE /GF PE/KA /GF

	(Admission to Meetings) Act 1960 and is in view of the confidential nature of the business to be transacted. Discussions may only be held in Confidential Items after a majority agreement by Councillors present Due to the confidential nature of discussing employee remuneration it was RESOLVED that this part of the discussion be held under Confidential items	
243/15	9. Devolved Services a) Update on the Agreement and provision of the service. The Agreement has finally been agreed and a signed copy has been sent to BCC for their signature We are awaiting a response. It was AGREED the Clerk would produce a Devolved Services budget so Cllrs would be informed of expenditure. .	Clerk
244/15	10. Approval of Memberships a) National Allotment Society – RESOLVED <u>not</u> to renew and see if the Allotment holders wish to renew themselves. b) Bucks Playing Field Assoc – RESOLVED to renew. c) Chiltern Society – RESOLVED to renew.	Clerk
245/15	11. Green Path on C100 Marlow Bottom to Three Horse Shoes consideration of asking LAF for funding The Clerk gave some information that this scheme had been rejected previously by the LAF as the scheme was too expensive. It was felt that this was due to a request for a pavement rather than a green path. Cllr Falk gave information from a concerned parishioner who was also concerned regarding the C100. It was AGREED to liaise with the LAF to see if this could be reconsidered.	Clerk
246/15	12. Trees on the Recreation Ground – consideration of parishioner concern at APM The Chairman gave information regarding a presentation of a parishioner at the APM. After discussion, it was RESOLVED to use the advice of an Arboriculturist from either WDC or from another organisation to provide unbiased advice on tree management with a view to producing a 5 year plan.	Clerk
247/15	13. Bray Parish Council - consideration of neighbourhood plan. It was RESOLVED to write in support of Bray Parish Council's neighbourhood plan.	Clerk
248/15	14. A404 Bisham Roundabout – response to consultation on improvements to roundabout. After lengthy discussion it was RESOLVED to respond to the consultation, LMPC disappointment in the proposed changes as the Council believe that this will make the traffic worse towards Marlow. The use of signalling will make the roundabout more congested and for highways to consider the provision of a flyover.	Clerk
249/15	15. Recreation Ground hire for team building event. After discussion it was RESOLVED that this event should not be given permission to use the Recreation Ground as it would be inappropriate and not in the spirit of the original covenant.	Clerk

250/15	<p>16. Flower Displays at Road Signs – consideration of a request from parishioner. After discussion it was RESOLVED not to provide flower displays. The Council had no objection to the idea in principal, but was concerned about ongoing maintenance and upkeep.</p>	Clerk
251/15	<p>17. Reports from Outside Meetings</p> <p>Abbey Barn South and North Reserve Sites Liaison Group meetings, 18 May and 28 May Cllr Brownridge reported that the meeting on 18 May was a site visit to Abbey Barn South site. Representatives from Berkeleys Homes, the company which has the option to develop the site, were also present. It was useful to see the site and to look at issues the Liaison Group have been flagging up such as access and noise from the motorway.</p> <p>At the meeting on 28 May, the Group had the opportunity to feed back on the site visit to the developers. WDC are working on the Planning Performance Agreement they are going to conclude with Berkeleys. This will set out the arrangements for the planning process and the responsibilities of WDC and the developers respectively. They confirmed that the Development Brief will be a collaborative effort between WDC officers and Berkeleys.</p> <p>The next steps will be a public consultation in second half of July, a presentation to the WDC Planning Committee in August, followed by a report to Cabinet. Following on from the site visit, Berkeley Homes are now working on the site constraints and opportunities. They talked the Group through some of the issues they are looking at.</p> <p>Wye Valley Volunteers AGM Cllr Brownridge represented the Council at the AGM on 11 June. The volunteers are doing some excellent work. The new community minibus is being put to good use.</p> <p>Thameside Preservation Trust – 9th June 2015 Cllr Acres and the Clerk attended. It was disappointingly attended with no representatives from Bourne End and Wooburn Parish Council. The financial status of the Trust was healthy and areas of river bank erosion will be considered for expenditure. The Spade Oak Carpark requires some maintenance of which some will be paid for by Spade Oak pub. The Kyecre Foundation has been successful in obtaining funding from WDC to provide signage and life saving equipment along the River.</p> <p>Thames Water Open Day Cllr Emmett attended and this was a well supported day with approx 45 people visiting. Thames Water are still maintaining their stance that the plant can withstand more housing developments. They are no longer composting onsite and are now removing waste by lorry. Hopefully this should make the problem with odours better Cllr Acres informed the Council that the number had changed to report odours from the Water plant and now it wasn't the Environmental Agency but a number at WDC Environment Health. It was AGREED to include this in the next newsletter.</p>	Clerk

	<p>WDC Local Forum Event Cllr Emmett attended. A forum which has ‘rural’ interest including farmers, ramblers, Chiltern Society etc. It’s a good way for WDC to liaise with the rural community especially as the vast majority of the District is rural.</p>	
252/15	<p>18. Email Policy – consideration of new policy It was RESOLVED to adopt the new policy.</p>	Clerk t
253/15	<p>19. Correspondence to the Council a) Notification from WDC on future election dates for use of the Pavilion and Abbotsbrook Hall – NOTED b) Bledow-cum Saunderton – Correspondence withdrawn, this was NOTED.</p>	
254/15	<p>20. Public Participation A parishioner asked about the verge close to Westhorpe and why it hadn’t been cut and whether the wooden fence which is broken would be repaired. The parishioner believed this was Mr Weiss land. Problems with the pedestrian reservoir by the entrance to the athletics track as it is sited incorrectly. What has happened to the footpath area around the Athletics track which was meant to be included as part of planning? The Clerk did not have any jurisdiction over these areas but would look into the issues raised. Cllr Johncock, gave information regarding the complaints regarding noise and the lights at the athletics track and also agreed with the potential problems of the redevelopment of the Bisham Roundabout. Cllr Downes to liaise with Mr Banfield regarding War Memorial repair. Cllr Falk asked regarding speed watch in Well End.</p>	Clerk JD Clerk
255/15	<p>21. Confidential Items In certain circumstances, it may be necessary for the public to be excluded from this meeting. This is in accordance with the Public Bodies (Admission to Meetings) Act 1960 and is in view of the confidential nature of the business to be transacted. Discussions may only be held in Confidential Items after a majority agreement by Councillors present 8. The Pavilion & Rec Grd (ii) Consideration of cleaning for the Pavilion It was RESOLVED that the Clerk contacts SLCC/ BALC for guidance on the best way forward to resolve the situation. It was RESOLVED to continue using a contractor in the meantime. d) Abbotsbrook Hall (ii) Confirmation of staffing arrangements and allocation of remuneration It was RESOLVED to accept the Clerks and Vice Chairman’s recommendation regarding salary provision to ensure that the hourly rate paid is at or above the national living wage figure;</p>	Clerk
256/15	<p>Dates of Future Meetings 28th July, 8th September, 20th October, 1st December</p>	
<p>There being no further business to be transacted the meeting was closed at 9.40pm</p>		

Abbreviations:

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

Signed:
Chairman

Date: