

## LITTLE MARLOW PARISH COUNCIL

**Minutes** of the Council Meeting held on Tuesday 12<sup>th</sup> March 2019 at  
The Pavilion, Church Road, Little Marlow SL7 3RS commencing at 8.00pm

### UNCONFIRMED

<b>Present:</b>																	
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																
<b>The Attendance Sheet was duly signed</b>																	
<b>Minute Ref:</b>	<b>Agenda Item</b>	<b>Action</b>															
942/19	<b>1. Apologies for Absence</b> WDC Cllr David Watson, WDC John Savage & WDC David Johncock																
943/19	<b>2. Declarations of interest – pecuniary or prejudicial</b> Cllr R Mash & Cllr P Emmett reference planning items.																
944/19	<b>3. To approve Minutes of Council Meeting held on 29<sup>th</sup> January 2019</b> The Council <b>RESOLVED</b> to accept the minutes of the meeting and they were duly signed by the Chairman.																
945/19	<b>4. To take reports from theses minutes for NOTE:</b> 913/18 replacement chain link for allotments. Cllr G Fitchew to report quotes to next meeting. 913/18 Cllr P Emmett to chase planting of memorial tree in memory of Cllr Innocent. 913/18 Cllr P Emmett to screw down wooden picnic table top. 913/18 No response from fire service reference feedback requested from Stuart Buckland. Chase Jason Thelwell, Chief Fire Officer, to request assistance as Stuart Buckland has left.	<b>GF</b> <b>PE</b> <b>PE</b> <b>Clerk</b>															
946/19	<b>5. Finance</b> <b>a) To approve income and expenditure report for January &amp; February 2019.</b> It was <b>RESOLVED</b> to accept the following financial reports: <table border="1" style="width: 100%; border-collapse: collapse; margin: 5px 0;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%; text-align: center;">Jan-19</th> <th style="width: 20%; text-align: center;">Feb-19</th> </tr> </thead> <tbody> <tr> <td>Current Account (incl £12,665.92 CIL)</td> <td style="text-align: right;">£41,425.09</td> <td style="text-align: right;">£41,650.92</td> </tr> <tr> <td>Petty Cash:</td> <td style="text-align: right;">£281.12</td> <td style="text-align: right;">£281.12</td> </tr> <tr> <td>Precept Account:</td> <td style="text-align: right;">£13,588.05</td> <td style="text-align: right;">£13,588.05</td> </tr> <tr> <td>Reserves Account:</td> <td style="text-align: right;">£44,119.23</td> <td style="text-align: right;">£44,124.90</td> </tr> </tbody> </table> <p>It was <b>RESOLVED</b> to check the cost increase of the dog bins and report back to the council as soon as possible.</p> <p><b>b) It was RESOLVED</b> to decline the request from LAF to match fund the Civil Enforcement Officer. LMPC representative to communicate decision at next LAF meeting on 10 July.</p> <p><b>c) It was RESOLVED</b> to increase the Parish Clerk’s working hours by five hours per week for the next three months, and then review, to clear the work backlog. Clerk to notify payroll.</p>		Jan-19	Feb-19	Current Account (incl £12,665.92 CIL)	£41,425.09	£41,650.92	Petty Cash:	£281.12	£281.12	Precept Account:	£13,588.05	£13,588.05	Reserves Account:	£44,119.23	£44,124.90	<b>Clerk</b>  <b>VB</b> <b>Clerk/</b> <b>VB</b>
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947/19	<b>6. Planning</b> <b>a) Planning Report 12<sup>th</sup> March 2019 Council Meeting</b> 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																

Chairman initials ]

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has no objection provided the work carried out is under the supervision of the WDC Tree Officer.

**Wycombe District Council**

**WEEKLY LIST OF PLANNING APPLICATIONS RECEIVED 06.03.19**

19/05425/FUL Received on 21.02.19 Target Date for Determination  
18.04.2019

Other Auth. Ref:  
Location : Pump Farm Pump Lane South Little Marlow Buckinghamshire SL7 3RB  
Description : Erection of new 4-bed dwelling & garage following demolition of existing  
Applicant : Mr Anthony Mash c/o Agent  
Agent : Mrs Jane Carter - Carter Planning Ltd 85 Alma Road Windsor SL4 3EX  
Parish : Little Marlow Parish Council  
Ward : Flackwell Heath And Little Marlow  
Officer : Alexia Dodd  
Level : Delegated Decision

LMPC No objections

Comment:

19/05365/CTREE Received on 14.02.19 Target Date for  
Determination:  
28.03.2019

Other Auth. Ref: MR GLEN HARDING  
Location : The Chantry Wharf Lane Bourne End Buckinghamshire SL8 5QS  
Description : Fell 1 x Beech Tree & 1 x group of Cypress (T1 & G2)  
Applicant : GHA Arboricultural Consultancy 5 South Drive High Wycombe Buckinghamshire  
HP13 6JU  
Parish : Little Marlow Parish Council  
Ward : Flackwell Heath And Little Marlow  
Officer : Sally Clark  
Level : Delegated Decision

LMPC TPO

Comment:

19/05262/FUL Received on 04.02.19 Target Date for  
Determination:  
01.04.2019

Other Auth. MR JEREMY BAILEY  
Location : Saltings Barn Saltings House Pound Lane Little Marlow Buckinghamshire  
Description : Householder application for conversion of existing garage/annexe and construction  
of single storey front and rear extensions. Insertion of roof-lights to existing  
proposed roofslopes (Alternative scheme to PP ref 18/07963/FUL)  
Applicant : Mr & Mrs Hill Saltings Barn Saltings House Pound Lane Little Marlow  
Buckinghamshire  
Agent : Jeremy Bailey Architects Limited The Courtyard House Widmoor Wooburn  
Common HP10 0JG United Kingdom  
Parish : Little Marlow Parish Council  
Ward : Flackwell Heath And Little Marlow  
Officer : Taz Poptani  
Level : Delegated Decision

LMPC No objections

Comment:

948/19	<p><b>7. The Pavilion &amp; Recreation Ground</b></p> <p>a) <b>To consider new equipment quotes for the Playground:</b> Playground survey completed and cricket boundary confirmed to install an inclusive roundabout. Cllr J Downes to confirm final quote and location. It was <b>RESOLVED</b> that cost would be met from CIL funds, subject to confirmation with WDC that Funds would still be forthcoming.</p> <p>b) It was <b>RESOLVED</b>, following the structural survey of The Pavilion building, to go ahead and refurbish The Pavilion building. It was further <b>RESOLVED</b> that a new Refurbishment Committee would be set up. Cllr J Downes and Cllr G Fitchew were elected to the Committee. The Committee would meet to establish next steps and to draw up a project management tender, project specification &amp; budget, funding. The committee would submit a progress report to the next meeting.</p> <p>c) It was <b>RESOLVED</b> that Cllr P Emmett would call Richard Tedham at Little Marlow Cricket Club to discuss sharing the cost of gang mower refurbishment. Cllr A Falk to pass Richard's number to Cllr P Emmett.</p> <p>d) It was <b>RESOLVED</b> to agree to the following requests from LMCC: expenditure of £380 +VAT to fertilize and weed-kill outfield(this was sanctioned last year but not carried out due to drought), the build of a structure to house the electronic scoreboard outside(plans to be approved by LMPC before installation), Playground Signage warning of possible danger from cricket balls whilst a match is taking place – LMCC to take liability for sign, Club Banner to be positioned along roadside fence beside pre-school banner and defibrillator will be moved as soon as possible. Clerk to draft a letter to LMCC.</p>	<p><b>JD/ Clerk</b></p> <p><b>JD/ GF/ Clerk</b></p> <p><b>AF/ PE</b></p> <p><b>Clerk</b></p>
949/19	<p><b>8. Burial Ground</b></p> <p>a) It was <b>RESOLVED</b> to increase Burial Ground Fees across the board by the current rate of RPI (2.5%) from 1<sup>st</sup> April 2019. The Clerk was asked to report back to the next council meeting with last year's Chapel rental total.</p> <p>b) The Council <b>RESOLVED</b> to accept the minutes of the Burial Ground Meeting held on 28<sup>th</sup> February 2019, and they were duly signed by the Chairman. The next Burial Ground Committee Meeting will be held on Tuesday 26<sup>th</sup> March 2019.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
950/19	<p><b>9. Little Marlow Parish Council Action Plan</b></p> <p>a) The Action Plan for 2018/19 was reviewed. Cllr J Downes to prepare letter to Little Marlow School to highlight that LMPC had fulfilled their responsibility with regards to the School Working Party and road safety, and that the school should monitor and police going forward. Clerk to send letter once finalised.</p> <p>b) The Action Plan for 2019/20 was considered and agreed upon. The final version would be published on the website as soon as possible.</p>	<p><b>JD/ Clerk</b></p> <p><b>Clerk</b></p>
951/19	<p><b>10. The Best Kept Village Competition Application 2019</b></p> <p>a) It was <b>RESOLVED</b> to enter Little Marlow Village into the Guernsey Cup Best Kept Village Competition 2019. Circulate information to the Residents Association and include in the spring newsletter.</p>	<p><b>Clerk</b></p>
952/19	<p><b>11. Little Marlow Parish Council Spring Newsletter 2019</b></p> <p>It was agreed that content should be gathered for the newsletter by mid-April, to be distributed early May.</p>	<p><b>Clerk</b></p>
953/19	<p><b>12. Fly tipping</b></p> <p>a) Cllr V Brownridge gave an update on the flytipping issue and confirmed that LMPC will carry on applying pressure to the landowner, Bucks CC, WDC and Thames Water to manage the clear up. Cllr V Brownridge to go back to Bucks CC and Thames Water regarding securing the entrance to Muschalik Road and the gate.</p> <p>b) When the insurance policy is next up for renewal in 2020 refer to Cllr R Randall with regards to local insurance broker and including fly tipping in the insurance schedule.</p>	<p><b>VB</b></p> <p><b>RR/ Clerk</b></p>
954/19	<p><b>13. Wycombe District Council Local Plan – Inspector's Modifications</b> The Inspector has not made any major modifications to the parts of the Plan which cover Little Marlow Parish. It was <b>RESOLVED</b> that LMPC did not need to make any comments on the proposed main modifications.</p>	
955/19	<p><b>14. Reports from Meetings of outside bodies:</b></p> <p>a) <b>Parish Liaison Unitary Meeting</b> - Cllr Brownridge attended the meeting on 19th February 2019. It was one of seven meetings taking place around Bucks, organised by BALC, with the aim of giving Town and Parish Councils the opportunity to have their say about the new Unitary Authority. Started</p>	

	<p>with an update. Structural Change Orders have to be agreed by Parliament by 31 March 2019. 14 days after that the Shadow Authority and Shadow Executive will be formed. Shadow Authority will have 236 members made up of all current County and District Councillors. Shadow Executive will have 8 District Councillors (2 from each District Council) and 8 County Councillors plus the leader of the County Council as its Chairman. The transition Shadow Council must have regard to the business plan submitted by BCC but are not required to follow it to the letter. Cllrs present at the meeting were asked to write their comments, concerns and suggestions on boards around the room. Cllr Brownridge listed a number of comments and questions including about the mechanisms which will be put in place to consult Town and Parish Councils, the operation of the proposed new Community Boards, Community hubs and Area Planning Committees, devolution and the need for adequate funding if more services are devolved. The comments from all the meetings will be collated and presented to the new Shadow Executive and Shadow Authority.</p> <p>b) <b>LAF Meeting</b> - Cllr Brownridge attended meeting on 6th February 2019. Minutes of the meeting will be circulated. Request for matched funding for a Civil Enforcement Officer discussed under Item 5. LMPC will be hosting next LAF on 10th July 2019.</p> <p>c) <b>Marlow Society</b> – flytipping discussed.</p> <p>d) <b>BMALK meeting</b> - Cllr Brownridge attended the meeting on 30th January 2019. Opportunity for District Associations to exchange views. Training course offered by BMALK will be attended by Clerk and Councillors over next few months, including Demystifying Planning.</p>	
<b>956/19</b>	<b>15. Clerk's report</b>	
<b>957/19</b>	<b>16. Correspondence to the Council</b> None	
<b>958/19</b>	<b>18. Items to be included in next meeting</b>	
<b>959/19</b>	<b>19. Dates of next meeting – Budget Meeting 10<sup>th</sup> April 2019 at 1.30pm, 23<sup>rd</sup> April 2019</b>	
There being no further business to be transacted the meeting was closed at 9.17pm		

**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
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.