

LITTLE MARLOW PARISH COUNCIL

Minutes of the Council Meeting held on 9th January 2017 at
The Pavilion, Church Road, Little Marlow SL7 3RS commencing at 8.00pm

UNCONFIRMED

Present: Cllr V Brownridge (VB) – Chairman Cllr V Morton (VM) Cllr J Downes (JD) Cllr P Emmett (PE) Cllr R Mash (RM)		Cllr K Acres (KA) Cllr G Fitchew (GF) Cllr A Falk (AF) Cllr R Randall (RR)
Mrs E Marsden Parish Clerk		Members of the public present
The Attendance Sheet was duly signed		
Minute Ref:	Agenda Item	Action
720/18	1. Apologies for Absence Apologies were received and accepted from District Councillor Savage, Johncock and County Councillor Watson	
721/18	2. Declarations of interest – pecuniary or prejudicial None	
722/18	3. To approve Minutes of Annual Council Meeting held on 7th November 2017 The Council RESOLVED to accept the minutes of the meeting and they were duly signed by the Chairman.	
723/18	4. To take Reports from those minutes for NOTE Posts on the Recreation Ground. These posts are still to be completed.	GF/PE
Cllr Morton arrived at 8.03pm Cllr Falk arrived at 8.05pm		
724/18	5. Finance To approve expenditure and Income report for November and December 2017. It was RESOLVED to accept the financial report for November & December 2017 Bank Accounts Totals – November 2017 Current Account £ 4521.94 Petty Cash: £ 306.11 Reserves Account: £31043.50 Precept: £44097.21 Bank Accounts Totals – December 2017 Current Account £ 5570.46 Petty Cash: £ 276.11 Reserves Account: £31044.86 Precept: £44099.14	Clerk

b) Approve minutes Budget Meeting – 7th November 2017
 The Chairman of Finance confirmed that it was the Committee’s recommendation to apply to the Public Works Loans Board for a sum of £20,000 on a payback period of 5 years. These repayments were all included within the Budget proposed. It was **RESOLVED** to accept the Budget Committee’s recommendation to use the PWLB for the refurbishment.
 The Council **RESOLVED** to accept the minutes of the Budget Meeting Due to the rescheduled Council Meeting it was felt that a Budget Meeting on the 16th January was not necessary. It was **RESOLVED** to cancel this meeting.

c) Budget proposals 2018/19
 The Clerk presented the budget. There were a number of increased costs which had been added. This reflected costs for GDPR and the provision of a Data Protection Officer. The Council will also receive increased costs for an internal audit due to retirement of the incumbent. The budget would not be a neutral budget due to these costs. There were sufficient funds within the accounts to cover these additional costs. The repayments for the PWLB has also been included. The precept would be increased by 5% £50,457.
 A Parishioner enquired on where and how he could see a copy of the budget. The Clerk gave information on it being on the LMPC website and would be happy to provide copies.
 The Council **RESOLVED** to accept the 2018/19 budget.

725/18

6. Planning Report

a) Consideration of the report.
 It was **RESOLVED** to accept the following report.

Case Ref	Applicant	Application for:	LMPC
17/08013/LBC	The Old Vicarage Church Road Little Marlow Buckinghamshire SL7 3RT	Listed building application for construction of two storey side extension, associated internal alterations, re-instatement of windows to cellar, insertion of dormer to rear roof slope in connection with loft conversion and associated new internal stairs (alternative scheme to pp 17/06010/LBC)	No Objection provided listed building Regulations are adhered too.
17/08024/CTREE	The Old Vicarage Church Road Little Marlow Buckingha	Fell 1 x large (unknown species) tree situated in front garden.	Parish Council objects to this application. Application was been withdrawn.

		mshire SL7 3RT		
	17/08050/CTREE	Hérons Mead The Drive Bourne End Buckingha mshire SL8 5RE	Fell (T5) Leyland Cypress to achieve landscape objectives.	Tree Comment
	17/08076/CTREE	Chant Cottage The Drive Bourne End Buckingha mshire SL8 5RE	Fell 1 x Ginkgo (T1) and fell 1 x Conifer (T2)	Tree Comment
	17/08118/FUL	Little Cranford Coldmoor holme Lane Bourne End Buckingha mshire SL8 5PR	Householder application for erection of two storey side extension following removal of existing garage.	The Parish Council objects to this application as it is an intrusion on neighbours.
	17/08200/TPO	The Manor House Church Road Little Marlow Buckingha mshire SL7 3RZ	Fell & grind Lime Tree (Tag 0631) leave wood cut into 8-10 in lengths and rings and chip brushwood & leave on site in in all round. designated area. Tree is diseased with very large hole at approx 7m which is hollow all the way up with holding wood of less than 2.	Tree Comment
	17/08436/FUL	Old Thatch Coldmoor holme Lane Bourne End Buckingha mshire SL8 5PS	Householder application for construction of new detached double garage and associated driveway alterations, alterations to the east wing of the listed building and new residential garden annexe ancillary to the	The Parish Council has no objections to the construction of the garage but has concerns regarding the size and scale of the proposed garden annexe

		main dwellinghouse	
17/08388/FUL	Fir Trees 26 Oakfield Road Bourne End Buckinghamshire SL8 5QR	Householder application for construction of single storey rear extension, associated works to the roof, alterations to the fenestration and rendering to the rear and side (alternative scheme to pp 17/06706/FUL)	No Objection

Decisions

Case Ref: **17/07535/CTR** *Decision* Not to make a Tree Preservation Order

Address: Troway The Drive Bourne End Buckinghamshire SL8 5RE

Proposal: Fell 1 x Norway Spruce (T2), fell 1 x Ash (T3) and fell 1 x Horse Chestnut (T4)

Case Ref: **17/07498/FUL** *Decision* Application Permitted:

Address: Connacht House Abbey Road Bourne End Buckinghamshire SL8 5NZ

Proposal: Householder application for construction of single storey side extension

Case Ref: **17/07710/CTR** *Decision* Not to make a Tree Preservation Order

Address: Westover Church Road Little Marlow Buckinghamshire SL7 3RT

Proposal: Reduce overlong side branches by up to 3m and reduce height by 1.5m to 1 x Eucalyptus Tree (T1), reduce canopy to overall good round shape to 1 x Yew Tree (T3), prune tree all over back to good fruiting form to 1 x Apple Tree (T4), prune all over to good fruiting form and remove mistletoe to 1 x Apple Tree (T5), remove deadwood from lower crown up to approx 4m to 1 x Cherry Tree (T6), remove to ground level 1 x Elder Tree (T7) and remove 1 x box hedge (H1)

Case Ref: **17/07534/TPO** *Decision* Application Permitted

Address: Troway The Drive Bourne End Buckinghamshire SL8 5RE

Proposal: Reduce crown by reducing branches by a maximum 2.5m to 1 x Oak Tree (T1)

Case Ref: **17/07639/CLP** *Decision* Grant Certificate - Proposed Development

Address: Cedar Wood Riverside Bourne End Buckinghamshire SL8 5RF

Proposal: Certificate of lawfulness for proposed use of the property as

	<p>a residential dwelling rather than a holiday home</p> <p><i>Case Ref: 17/07122/FUL Decision Application Permitted</i> <i>Address: Westhorpe House Westhorpe Park Little Marlow Buckinghamshire SL7 3RQ</i> <i>Proposal: Change of use of buildings from office use (Class B1) to residential use (Class C3) to create 33 dwellings (9 x 1 bed, 17 x 2 bed and 7 x 3 bed) together with alterations to the buildings, bin and cycle storage, landscaping, parking and ancillary works</i></p> <p><i>Case Ref: 17/07747/FUL Decision Application Permitted</i> <i>Address: Timsah Riverside Bourne End Buckinghamshire SL8 5RF</i> <i>Proposal: Demolition of existing bungalow and erection of replacement 1 x 3 bed bungalow</i></p> <p>b) Kings Head – Update Applications for a Lease and a landlord have been put up on the Kings Head. It is presumed that The White Brasserie Company has withdrawn their application, but this hasn't been confirmed by WDC. There is an open day scheduled for the 16th January for prospective Licensees. A Parishioner enquired regarding whether the Parish Council would consider a Community Ownership of the Kings Head. The Parish Council does have this power – General Power of Competence. There was a lot of discussion, The Chairman advised the parishioner that this would be discussed at the following meeting as considering a Community Ownership was not on the current Agenda and therefore a decision could not be resolved.</p>	
726/18	<p>7. Consideration of Insurance Claim. It was RESOLVED to pursue the Claim for memorial repairs.</p>	
727/18	<p>8. The Pavilion & Rec Grd. a) Consideration of PWLB for funding for improvements to the Pavilion. The works proposed incorporated Internal and External decorations, sand and seal hall floor, fit a new kitchen cupboard above the sink, install display boards in the hall, improve access to the loft, build a corner cupboard for chair storage in the main hall and create a cupboard for the new safe. This was RESOLVED under Finance as part of the Budget Committee's recommendation – Minute Ref: 724/18 b) LMCC – Permission to put posts on Recreation Ground for their new scoreboard The Council RESOLVED to give permission for the posts and an outside plug provided the switch to activate the plug was on the inside and the works were carried out by a qualified electrician.</p>	
728/18	<p>9. Abbotsbrook Hall a) Consideration of emergency exit work at Abbotsbrook Hall The Council RESOLVED to undertake these works to ensure they met current legislation. It was noted to see if the original front entrance was wide enough to be a further exit.</p>	Clerk
729/18	<p>10. Transport for England funding for A404 for update Councillor Emmett gave information regarding funding from Transport for England to improve the access on and off the A404 at the Marlow</p>	Clerk

	junction. As some of the information involved was of a confidential nature, The Chairman took a vote regarding to hold in Confidential Items. This motion was RESOLVED .	
730/18	11. Clerk Appraisal and Salary Review. Due the personal information regarding the Clerk's Appraisal and salary, The Chairman took a vote regarding this item to be moved into Confidential Items. This motion was RESOLVED .	JD/VB/ Clerk
731/18	12. GDPR – General Data Protection Regulations The Clerk informed the Council that there was discussion regarding whether Clerks could be DPOs as there are concerns regarding conflict of interest and whether Clerks had sufficient knowledge to carry out this role. The latest advice from NALC was it was recommended that Clerks do not be DPOs. The Clerk is seeking further clarification, but it may be that LMPC will need to appoint an outside DPO. Additional Policies for Retention and disposal of documents and Information Breach Policy will be required as well as an updated Data Protection Policy. This was NOTED .	Clerk
732/18	13. Allotments a) Consideration of moving the tap from entrance gate. The Council RESOLVED to move the tap and the Clerk will get quotations for consideration. b) Consideration of sign saying – Concealed Entrance. The Council appreciated that the entrance was difficult and RESOLVED that if a cost-effective sign could be found which was approved by TFB and the landowner, then this could be implemented.	Clerk
733/18	14. Consideration of GAS provision The Clerk gave information on different gas providers. It was RESOLVED to stay with the existing provider CNG for three years. It was NOTED the price of gas has increased and our costs will be higher.	Clerk
734/18	15. Devolved Services a) Report of expenditure for NOTE. There was no report this month.	
735/18	16. Burial Ground – Fly tipping at Sheepridge Lane Entrance The Clerk confirmed that there was a small amount of fly tipping at the Sheepridge Lane Entrance. This has been reported to BCC. This was NOTED . Cllr Downes reported that BCC were prepared to send a representative to a future meeting to discuss preventative measures etc. Clerk to follow up with JD.	Clerk
736/18	17. Reports from Meetings at Outside bodies: a) SLCC Meeting The Clerk attended the Bucks Branch of SLCC. There was a presentation on Data Protection, elements of GDPR and data hacking. It was a big topic which generated a lot of discussion. Concern was expressed regarding Clerks being DPOs. b) BMKALC AGM Cllr Brownridge attended the BMKALC AGM on 10 November. Most of the meeting was taken up with the election of office bearers for next year, appointment of representatives on various outside bodies, approving the accounts and the budget. It was agreed that the subscription to BKMALC should remain the same at 11.4p per elector. As agreed at the 2016 AGM, the affiliation rate for NALC has been	

	<p>increased to 6.86 p per elector bringing the total subscription per annum to 18.26p per elector. It was also agreed that BMKALC would employ another member of staff for 10 hours a week to enable BKMALC to do more to support Town and Parish Councils.</p> <p>c) WDALC Cllr Brownridge represented the Parish Council at the WDALC meeting on 7 December. There was a better turn-out than at previous meetings, but still way below the numbers which attended few years ago. The role of WDALC and how it might be revitalised was discussed. Some of those present were dismissive of the Association. Others argued that WDALC provides a forum for Town and Parish Councils to exchange views on issues affecting them all and that WDALC as a body has greater clout when making representations to WDC and BCC than individual Town and Parish Councils.</p> <p>c) Marlow Society Cllr Morton attended the meeting. There is a lot of utilities work to be undertaken in Marlow. They were trying to get the companies to co-ordinate their works to minimise disruption.</p>	
737/18	<p>18. Correspondence to the Council Notification from organisers of Pub in the Park that the field behind the Athletics Track will be used for a park and ride again. General opinion was that this was a well organised event which didn't cause disruption. It is progress to have early dialogue with the organisers and it was AGREED to re-iterate the need for Marshalls on Winchbottom Lane and Pump Lane South.</p>	Clerk
738/18	<p>20. Public Participation – maximum 15 minutes A Parishioner expressed concern regarding potential damage to Westhorpe Lane from the Park and Ride. LMPC has no jurisdiction as it is a private road, but will pass on the concern to the landowner. This was NOTED.</p>	
739/18	<p>21. Confidential Matters Agenda Item 10 – Transport for England A404 Cllr Emmett gave information regarding improvements to the A404. Agenda Item 11 – Clerk Appraisal and Salary review Following a successful appraisal, the Clerk was awarded a pay rise. There was a question regarding the SCP Point scale and the Council RESOLVED to delegate to The Chairman to discuss with the Clerk and then to confirm the relevant rise as applicable.</p>	
740/18	<p>22. Items to be included on next Agenda Community Ownership of The Kings Head. LaFarge Sign, Dialogue regarding the Permissive Path with new Owner of Spade Oak Lake.</p>	
741/18	<p>Dates of next meetings, 30th January, 13th March Council Meeting</p>	
<p>There being no further business to be transacted the meeting was closed at 9.36pm</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
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: