

LITTLE MARLOW PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 28th May 2019 at  
The Pavilion, Church Road, Little Marlow SL7 3RS commencing at 8.00pm

CONFIRMED

Table with columns: Minute Ref, Agenda Item, Action. Contains meeting details, attendance sheet confirmation, and agenda items 1-5 with associated actions.

983/19	<p><b>6. To consider risk assessments for Governance of Little Marlow Parish Council</b>  The Chairman and Clerk had reviewed the risk assessments and had suggested some additions and amendments. The Council <b>RESOLVED</b> to accept the Risk Assessments.</p>	Clerk																																																						
984/19	<p><b>7. Annual Return 2018/2019</b>  <b>a) Internal audit report 2018/2019</b>  The Council <b>RESOLVED</b> to accept the Accounting Statement produced by the Annual Return. This was duly signed by the Chairman. The Auditor's Report had been received. There were a couple of observations relating to Bank reconciliations, S137 payments, approval of payments, reserves and the budget process. Council took these on board and agreed to review in 6 months.  <b>b) Governance Statement 2018/2019</b>  Following the review and Resolution of the Council's Risk Assessments and the conclusion of the Internal Audit, the Council <b>RESOLVED</b> to complete the Governance Statement and the Chairman duly signed the Annual Return on behalf of Little Marlow Parish Council.</p>																																																							
985/19	<p><b>8. Planning</b>  <b>a) <u>Planning Report 28<sup>th</sup> May 2019 Council Meeting</u></b></p> <p>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 has no objection provided the work carried out is under the supervision of the WDC Tree Officer.</p> <p style="text-align: center;"><b>Wycombe District Council</b>  <b>WEEKLY LIST OF PLANNING APPLICATIONS upto 16.05.19</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">19/06014/CTREE</td> <td style="width: 40%;">Received on 25.04.19</td> <td style="width: 30%;">Target Date for Determination: 06.06.2019</td> </tr> <tr> <td>Other Auth. Ref:</td> <td colspan="2">JILL MACBETH</td> </tr> <tr> <td>Location :</td> <td colspan="2">Well End Farm Marlow Road Bourne End Buckinghamshire SL8 5PJ</td> </tr> <tr> <td>Description :</td> <td colspan="2">Pollard to previous pollard points to 5 x Willows (T1-T5) to keep the trees maintained and contained as the trees are dropping lots of debris</td> </tr> <tr> <td>Applicant :</td> <td colspan="2">Mr Taylor Carington Estates Limited The Courtyard Manor Farm Church End Bledlow</td> </tr> <tr> <td>Agent :</td> <td colspan="2">South Bucks Tree Surgeons Limited Grove Hill Farm Manor Road Towersey Thame</td> </tr> <tr> <td>Parish :</td> <td colspan="2">Little Marlow Parish Council</td> </tr> <tr> <td>Ward :</td> <td colspan="2">Flackwell Heath And Little Marlow</td> </tr> <tr> <td>Officer :</td> <td colspan="2">Sally Clark</td> </tr> <tr> <td>Level :</td> <td colspan="2">Delegated Decision</td> </tr> </table> <hr/> <p><b>LMPC Comment: Tree comment</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 30%;">19/06020/FUL</td> <td style="width: 40%;">Received on 03.05.19</td> <td style="width: 30%;">Target Date for Determination: 28.06.2019</td> </tr> <tr> <td>Other Auth. Ref:</td> <td colspan="2"></td> </tr> <tr> <td>Location :</td> <td colspan="2">Thames Reach Abbotsbrook Bourne End Buckinghamshire SL8 5RF</td> </tr> <tr> <td>Description :</td> <td colspan="2">Householder application for a single storey linked extension to existing outbuilding</td> </tr> <tr> <td>Applicant :</td> <td colspan="2">Mr Jan Mehmet Thames Reach Abbotsbrook Bourne End Buckinghamshire SL8 5RF</td> </tr> <tr> <td>Agent :</td> <td colspan="2">Hawkins Eades Associates 100 High Street Great Missenden Bucks HP16 0BE</td> </tr> <tr> <td>Parish :</td> <td colspan="2">Little Marlow Parish Council</td> </tr> <tr> <td>Ward :</td> <td colspan="2">Flackwell Heath And Little Marlow</td> </tr> </table>	19/06014/CTREE	Received on 25.04.19	Target Date for Determination: 06.06.2019	Other Auth. Ref:	JILL MACBETH		Location :	Well End Farm Marlow Road Bourne End Buckinghamshire SL8 5PJ		Description :	Pollard to previous pollard points to 5 x Willows (T1-T5) to keep the trees maintained and contained as the trees are dropping lots of debris		Applicant :	Mr Taylor Carington Estates Limited The Courtyard Manor Farm Church End Bledlow		Agent :	South Bucks Tree Surgeons Limited Grove Hill Farm Manor Road Towersey Thame		Parish :	Little Marlow Parish Council		Ward :	Flackwell Heath And Little Marlow		Officer :	Sally Clark		Level :	Delegated Decision		19/06020/FUL	Received on 03.05.19	Target Date for Determination: 28.06.2019	Other Auth. Ref:			Location :	Thames Reach Abbotsbrook Bourne End Buckinghamshire SL8 5RF		Description :	Householder application for a single storey linked extension to existing outbuilding		Applicant :	Mr Jan Mehmet Thames Reach Abbotsbrook Bourne End Buckinghamshire SL8 5RF		Agent :	Hawkins Eades Associates 100 High Street Great Missenden Bucks HP16 0BE		Parish :	Little Marlow Parish Council		Ward :	Flackwell Heath And Little Marlow		
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Officer :	Taz Poptani	
Level :	Delegated Decision	
<b>LMPC Comment:</b>	<b>No Objection</b>	
19/06071/FUL	Received on 09.05.19	Target Date for Determination: 04.07.2019
Other Auth. Ref:		
Location :	Abbots Inch The Avenue Bourne End Buckinghamshire SL8 5RD	
Description :	Householder application for demolition of existing conservatory and construction of single storey rear extension	
Applicant :	Mr David Sorbie Abbots Inch The Avenue Bourne End Buckinghamshire SL8 5RD	
Agent :		
Parish :	Little Marlow Parish Council	
Ward :	Flackwell Heath And Little Marlow	
Officer :	Ian Beck	
Level :	Delegated Decision	
<b>LMPC Comment:</b>	<b>Cllr G Fitchew to review</b>	
19/06115/CTREE	Received on 07.05.19	Target Date for Determination: 18.06.2019
Other Auth. Ref:		
Location :	Tythe Barn The Drive Bourne End Buckinghamshire SL8 5RE	
Description :	Fell 1 x Silver Birch	
Applicant :	Mr Geoffrey Fitchew Tythe Barn The Drive Bourne End Buckinghamshire SL8 5RE	
Agent :		
Parish :	Little Marlow Parish Council	
Ward :	Flackwell Heath And Little Marlow	
Officer :	Alastair Cunningham	
Level :	Delegated Decision	
<b>LMPC Comment:</b>	<b>Tree Comment</b>	
19/06154/CTREE	Received on 07.05.19	Target Date for Determination: 18.06.2019
Other Auth. Ref:	MR ROBIN TEASDILL	
Location :	Summer Cottage Church Road Little Marlow Buckinghamshire SL7 3RZ	
Description :	Fell 1 x Cherry and removal of multi stemmed dogwood shrubs	
Applicant :	Mr Alastair Denton Summer Cottage Church Road Little Marlow Buckinghamshire SL7 3RZ	
Agent :	New Leaf Tree Surgeons 61 Berwick Road Marlow Buckinghamshire SL7 3AS	
Parish :	Little Marlow Parish Council	
Ward :	Flackwell Heath And Little Marlow	
Officer :	Alastair Cunningham	
Level :	Delegated Decision	
<b>LMPC Comment:</b>	<b>Tree Comment</b>	
19/06132/FUL	Received on 09.05.19	Target Date for Determination: 04.07.2019
Other Auth. Ref:	MRS HODGSON	
Location :	The Stables Well End Farm Marlow Road Bourne End Buckinghamshire	
Description :	Householder application for construction of detached outbuilding to be used as garden room/home office	
Applicant :	Mr & Mrs Thompson The Stables Well End Farm Marlow Road Bourne End Buckinghamshire	

Chairman initials3

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	<p>Agent : Mrs Hodgson Green Retreats Ltd Hangar 4 Westcott Venture Park Aylesbury HP18 0XB</p> <p>Parish : Little Marlow Parish Council</p> <p>Ward : Flackwell Heath And Little Marlow</p> <p>Level : Delegated Decision</p>	
<b>LMPC Comment: Inappropriate development</b>		
<b>986/19</b>	<p><b>9. The Pavilion and Recreation Ground –</b></p> <p><b>a) To consider recommendation for gang mower refurbishment following discussions with LMCC</b> Cllr P Emmet to discuss with Richard Tedham LMCC</p> <p><b>b) To review update on The Pavilion refurbishment plan</b> Refurbishment Committee due to meet on Tuesday 4th June. Meeting minutes to be distributed after meeting. Chase Simon Barlow re CIL monies. Timeline tight. Invitation to tender needs to be issued soon so tender process is completed in time to take decision at July Council meeting on awarding the contract. Contractors to have £10m public liability insurance.</p>	<b>PE</b> <b>JD</b>
<b>987/19</b>	<p><b>10. To consider the Little Marlow Speed Limit Assessment report</b> It was <b>RESOLVED</b> to discuss further at the next parish council meeting.</p>	<b>Clerk</b>
<b>988/19</b>	<p><b>11. To consider removing councillor’s personal home addresses from circulation and replacing with c/o Little Marlow Parish Council office</b> The Council <b>RESOLVED</b> to remove councillor’s addresses from circulation.</p>	<b>Clerk</b>
<b>989/19</b>	<p><b>12. Newsletter</b> Cllr G Fitchew to write a paragraph regarding Pavilion refurbishment for newsletter.</p>	<b>GF</b>
<b>990/19</b>	<p><b>13. Reports from Meetings of outside bodies –</b></p> <p><b>a) Marlow Society:</b> Globe Park sustainable transport – BidCo is trialling bus route H/W rail station. Additionally, a bike hire scheme feasibility is under way. Globe Park vacant sites: More parking is required. Four (partly occupied) buildings have been bought as investments by BCC.</p>	
<b>991/19</b>	<p><b>14. Little Marlow Parish Council’s Clerk Report –</b> Clerk reported on what had been keeping her busy and priorities for the next few weeks.</p>	
<b>992/19</b>	<b>15. Correspondence to the Council</b>	
<b>993/19</b>	<b>16. Items to be included in next meeting -</b>	
<b>994/19</b>	<b>17. Dates of next meeting - Tuesday 9<sup>th</sup> July 2019</b>	
There being no further business to be transacted the meeting was closed at 9.40pm		

**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
		GDPR	General Data Protection Regulations

Signed: .....

Chairman

Date: .....

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

Chairman initials4

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