

## LITTLE MARLOW PARISH COUNCIL

**Minutes** of the Council Meeting held on Tuesday 26<sup>th</sup> January 2021 remotely via  
Microsoft Teams commencing at 8pm

### UNCONFIRMED

<b>Present:</b> Cllr V Brownridge (VB) – Chairman, Cllr K Acres (KA), Cllr J Downes (JD), Cllr G Fitchew (GF), Cllr Anna Crabtree (AC), Cllr P Emmett (PE), Mrs J Murray – Parish Clerk		
	Public present: Buckinghamshire Councillor David Watson, Buckinghamshire Councillor David Johncock, Greg Adams, Tony Allerton, Pat & Dallas Banfield, Dilys Barratt, Nick Baulch, Richard Boas, Martin Braint, David & Sarah Brown, Clive Callard, Priscilla & Patrick Carrigan, Martin & Daphne Dru, Bill Griffiths, Nigel & Margery Hodson, Richard Johnston, Helen Jones, Sam Kershaw, William Northcroft, Jonathan Pierce, Claire & David Rolfe, Jennifer Sheppard, Darren Stevenson – Bunney, John & Marian Wills	
Minute Ref:	Agenda Item	Action
2165/21	<b>1. Apologies for Absence</b> Cllr R Randall (RR), Cllr R Mash (RM), Cllr V Morton (VM),	
2166/21	<b>2. Declarations of interest – pecuniary or prejudicial</b> Councillor Geoff Fitchew – Planning Application - Land South West of Queens Head, Shooting Club Councillor Phil Emmett – Planning Application – Battery Storage project	
2167/21	<b>3. To approve the Minutes of Parish Council Meeting of 15<sup>th</sup> December 2020</b> The Council <b>RESOLVED</b> to accept the minutes of the Parish Council and the Chairman will print and sign the minutes and retain for filing at a later stage.	<b>VB</b>
2168/21	<b>4. To take reports from these minutes for NOTE</b> 2131/20 Chilterns Rangers - the project for which funding to the sum of £500 was resolved by Council at its last meeting will be discussed at the Community Board COVID 19 sub-group meeting next week. 2157/20 The Chairman thanked all those who had contributed to the newsletter as well as those who had helped with the distribution of hard copies, particularly Cllr Acres.	
2169/21	<b>5. Finance</b> <b>a) To approve income and expenditure for December 2020</b> The Council <b>RESOLVED</b> to approve the report for December 2020 <b>b) To consider quotes from Tree Surgeons for Abbotsbrook Hall &amp; Fern Lane Cemetery tree works</b> The Council <b>RESOLVED</b> to accept the quote from Newleaf Tree Surgeons and asked the Clerk to schedule works <b>c) To consider gas supplier</b> The Council <b>RESOLVED</b> to switch gas supplier to British Gas. <b>d) To appoint internal auditor for 2020/2021 &amp; year end close down with RBS</b> The Council <b>RESOLVED</b> to appoint Ernest Newhouse as internal auditor, following his audit of LMPC accounts for the last two years running and to work with RBS on year end close down	<b>Clerk</b>  <b>Clerk</b>  <b>Clerk</b>
2170/21	<b>6. Planning</b> <b>a) To consider report</b>  <p style="text-align: center;"><b><u>Little Marlow Parish Council</u></b></p> <p style="text-align: center;"><b><u>Planning January 2021 Council Meeting</u></b></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.	

Chairman initials ]

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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 Buckinghamshire Tree Officer. Buckinghamshire Council's planning list can be found at:  
<https://publicaccess.wycombe.gov.uk/idoxpa-web/search.do?action=weeklyList>

**Buckinghamshire Council**  
**WEEKLY LIST OF PLANNING APPLICATIONS up to 21.01.2021**

Clerk

Certificate of Lawfulness Application for retention of former agricultural building including 2016 extension and continued use of extended former agricultural building by Local Shooting Club (F2) with associated access and car parking  
Land South West Of Queens Head Pound Lane Little Marlow Buckinghamshire SL7 3SR  
Ref. No: 21/05100/CLE | Received: Fri 15 Jan 2021 | Validated: Fri 15 Jan 2021 | Status: Pending Consideration

**LMPC Comment** Certificate of Lawfulness

Householder application for remodelling of pool house (retrospective)  
Newfields Coldmoorholme Lane Bourne End Buckinghamshire SL8 5PS  
Ref. No: 21/05094/FUL | Received: Thu 14 Jan 2021 | Validated: Wed 20 Jan 2021 | Status: Pending Consideration

Householder applications for alterations to ground floor fenestrations  
The Chantry Sailing Club Road Bourne End Buckinghamshire SL8 5QS  
Ref. No: 21/05082/FUL | Received: Wed 13 Jan 2021 | Validated: Wed 20 Jan 2021 | Status: Pending Consideration

**LMPC Comment** No objections

Householder application for construction of single storey rear extension, partial conversion of garage and alteration to fenestrations  
Cedar Lodge Coldmoorholme Lane Bourne End Buckinghamshire SL8 5PS  
Ref. No: 21/05084/FUL | Received: Wed 13 Jan 2021 | Validated: Mon 18 Jan 2021 | Status: Pending Consideration

**LMPC Comment** No objections

Crown reduce by 2 metres all over x 1 Handkerchief tree (T2), crown reduce to previous pruning points by 1 metre in height x 1 Sorbus (T3) and crown reduce to previous pruning points by 1 metre in height x 1 Maple (T4)  
Mallards The Avenue Bourne End Buckinghamshire SL8 5QY  
Ref. No: 21/05013/CTREE | Received: Tue 05 Jan 2021 | Validated: Thu 07 Jan 2021 | Status: Pending Consideration

**LMPC Comment** Tree comment

Householder application for construction of single storey side and rear extensions, roof alterations including installation of 2 x dormer windows to front roof slope, x 3 roof lights, construction of timber gate, fencing and permeable surface driveway with dropped kerb  
Conkers Lockbridge Road Bourne End Buckinghamshire SL8 5QT  
Ref. No: 20/08438/FUL | Received: Sat 19 Dec 2020 | Validated: Thu 07 Jan 2021 | Status: Pending Consideration

**LMPC Comment** No objections

Prior approval application (Part 1, Class AA) for construction of additional storey to create first floor living accommodation; height of 4.5 metres  
Quoins The Close Bourne End Buckinghamshire SL8 5PE

Ref. No: 20/08375/PAHAS | Received: Tue 15 Dec 2020 | Validated: Tue 15 Dec 2020 | Status: Pending Consideration

**LMPC Comment** No objections

Certificate of lawfulness for existing use of property as permanent residency

Mayfly Riverside Bourne End Buckinghamshire SL8 5RF

Ref. No: 20/08366/CLE | Received: Tue 15 Dec 2020 | Validated: Tue 15 Dec 2020 | Status: Pending Consideration

**LMPC Comment** Certificate of lawfulness

**Buckinghamshire Council do not produce the Delegated List any longer, but do produce the list below which can be accessed through public access under decided this week:**

Fell x 1 Lime (T1)

Streamside The Drive Bourne End Buckinghamshire SL8 5RE

Ref. No: 20/07692/CTREE | Received: Tue 13 Oct 2020 | Validated: Tue 13 Oct 2020 | Status: To Make a Tree Preservation Order

Fell to ground level x 1 Horse Chestnut (T1)

Heronsgate The Avenue Bourne End Buckinghamshire SL8 5RD

Ref. No: 20/08193/CTREE | Received: Sat 28 Nov 2020 | Validated: Sat 28 Nov 2020 | Status: Not to make a Tree Preservation Order

Application for approval of details subject to Condition 4 (ARB 1) of planning ref: 19/06020/FUL

Thames Reach Abbotsbrook Bourne End Buckinghamshire SL8 5RF

Ref. No: 20/07783/ADRC | Received: Wed 21 Oct 2020 | Validated: Wed 21 Oct 2020 | Status: Application Permitted

Certificate of lawfulness for proposed second access

Little Streams The Avenue Bourne End Buckinghamshire SL8 5QY

Ref. No: 20/07351/CLP | Received: Thu 10 Sep 2020 | Validated: Wed 16 Sep 2020 | Status: Application Refused

Householder application for replacement of the existing flat roof with a new pitched roof incorporating side and rear gable windows and side dormer with insertion of patio doors and alterations to ground floor rear

Fern Side Fern Lane Little Marlow Buckinghamshire SL7 3SD

Ref. No: 20/06541/FUL | Received: Tue 23 Jun 2020 | Validated: Tue 23 Jun 2020 | Status: Application Permitted

**b) To agree who should represent the Council at the West Buckinghamshire Area Planning Committee, re Spade Oak Planning Application, and agree the key points**

CIlr Brownridge reminded the Council that the Planning Officer had confirmed that the application would be considered by the West Buckinghamshire Area Planning Committee in the new year. The agenda for the next meeting of the West Wycombe Area Planning Committee on 2 February had now been posted on the Bucks Council website. The Spade Oak film set planning application was NOT on the agenda. The next meeting of the Committee would be on 2 March. She was assuming that the application would be considered then. As explained at the last Parish Council Meeting, the Council would be given the opportunity to speak for 3 minutes. Council therefore needed to decide who would speak on its behalf and the main points to make. When planning applications have been called in in the past, Council has usually been represented by the Chairman or by the head of the Planning Committee. The Council **RESOLVED** that the Chairman should speak on behalf of the Council.

With regard to the points to make, it was **RESOLVED** that the Chairman should draw on the comments which the Council had submitted on the application and should Bucks Council be minded to approve the

application, it should be subject to a number of conditions relating to operating hours, light pollution, noise pollution, traffic, restoration of the site, S106 and communications.

It had previously been agreed that a Vision Group should be set up with Charles Brocklehurst to discuss plans for the wider country park. Charles Brocklehurst has just sent the Council draft ToRs so we were now moving forward which was good news.

JD

**c) To consider Battery Storage Application:** Planning Application 20/08321/FUL  
Temporary planning permission (25 years) to undertake the development works required for the construction and operation of a 7.2MW battery energy storage facility, associated infrastructure and landscaping

Cllr Brownridge reminded Council that the original application for the battery energy storage facility had been withdrawn in February 2020. This new application was for two battery containers rather than the seven containers in the original application but still stored the same amount of energy ie 7.2MW. The Planning Statement made it clear that its core objective and purpose was to feed standby energy into the main network and support supplies into Heathrow airport. The applicant admitted that this objective had not been described fully in the previous application but maintained that this had always been its purpose.

Cllr Brownridge said she proposed to include public participation within this agenda item and allow residents to speak before asking Councillors for their views on the application. Mr Sam Kershaw was invited to speak first.

Mr Kershaw confirmed that he objected to this development on the following grounds:

The development represented an inappropriate development in the Green Belt for which there were no Very Special Circumstances that outweighed the harm. It did not represent any of the exceptions listed in policy DM42 of the Wycombe Local Plan. It was not associated with storing energy from renewable sources. There were no local benefits.

There were no material considerations which would allow them to place it in the Green Belt. Heathrow was not a material consideration. There was nothing to show that Heathrow needed the energy. The amount of energy the facility would produce (7.2MW) was negligible compared to the amount Heathrow consumed. The claim in para 1.3.2 of the Greenbelt Statement that “Well End substation has a strategic location in that it supports Loudwater Substation Bulk Supply Point (BSP), which is the main BSP for Heathrow Airport” is unsubstantiated and dubious. Three substations distribute electricity to Heathrow: Stanwell Moor, Bath Road East and Bath Road West. Loudwater has no direct connection to Heathrow. The reference to the film set was spurious. The duration of the Film Set’s Permitted Development rights of approximately one year was much shorter than the 25 years proposed for the battery storage facility. Mr Kershaw concluded that there was no justification for this development and that therefore the application should be refused. Mr Kershaw’s full objections can be found on the Buckinghamshire Council planning public access site.

Mr Bill Griffiths flagged up the heritage aspects of the area and highlighted that industrial units would have a detrimental impact on the rural setting of the area. He also brought to the Council’s attention the fact that there are three listed buildings within close proximity of the site.

Mr David Brown applauded Mr Kershaw and Mr Griffiths for their representations. His concern was for the degradation to the environment, the size of vehicles to bring batteries to the area, the fact that the site lay within the Country Park, the contradiction to Bucks policies.

Mr Clive Callard talked about noise generation from batteries and the fact they would be audible by local residents. Also, that there had been no safeguarding mentioned for the gas and electricity lines.

Councillor David Watson pointed out that the key issue was whether or not there were very special circumstances to allow this type of development in the Green Belt. Central Government had a positive commitment to this type of development.

Councillor Geoff Fitchew commented that many valid points had been made. He thought the Council should object.

Councillor Anna Crabtree agreed and confirmed that she would not support application

	<p>Councillor Jason Downes noted that the references to Heathrow were spurious and that it was an inappropriate green belt planning application. He noted that the Country Park was important too and that Bucks Council should not ignore its own policies.</p> <p>Councillor Kath Acres noted that the applicant had stated that they had written to the Parish Council after the public meeting responding to the concerns raised, but that no communication had been received from them.</p> <p>All councillors agreed that the Parish Council should object to the planning application and agreed with concerns raised by residents. The Council <b>RESOLVED</b> to prepare and lodge an objection with Buckinghamshire Council.</p> <p>Buckinghamshire Councillors David Watson and David Johncock both agreed that the planning application should be called in front of the Area Planning Committee should it be approved.</p>	
2171/21	<p><b>7. The Pavilion and Recreation Ground –</b></p> <p><b>a) To consider feedback regarding maintenance quote from Playdale</b> The Council <b>RESOLVED</b> to accept the Playdale quote and asked the Clerk to schedule works</p> <p><b>b) To consider request from Little Marlow Cricket Club</b> The Council <b>RESOLVED</b> to agree to the proposed junior cricket club dates given, subject to any COVID 19 restrictions in place at the time.</p>	<p>Clerk</p> <p>Clerk</p>
2172/21	<p><b>8. Abbotsbrook Hall</b></p> <p><b>a) To consider digging a soakaway to divert rainwater at Abbotsbrook Hall</b> The Council <b>RESOLVED</b> to gather information and quotes to review at the next Parish Council meeting in March.</p> <p><b>b) To consider appraisal and salary review for Abbotsbrook Caretaker and Booking Administrator</b> Due to the personal information regarding the Hire Administrator and Caretaker's salary, the Chairman took a vote regarding this item and moved it into confidential items.</p>	GF
2173/21	<p><b>9. Fern Lane Cemetery</b></p> <p><b>a) To consider signage for new Sheepridge Lane gate</b> The Council <b>RESOLVED</b> to purchase signs requesting no parking in front of the Sheepridge Lane cemetery gate and footpath gate.</p>	Clerk
2174/21	<p><b>10. Open Spaces &amp; Burial Ground</b></p> <p><b>a) To receive an update on tender process</b> The Clerk reported to council that three sets of tender documents had been sent out and three intentions to tender have been received back. Tender documents are due back on 25<sup>th</sup> February 2021.</p>	
2175/21	<p><b>11. COVID 19 update –</b></p> <p><b>a) To receive an update from the COVID-19 Committee</b> Cllr Brownridge reported that she had gone through the new Guidance on National Lockdown - Stay at home issued on 4 January and had advised the COVID 19 Committee that the implications for our facilities and operations were as follows:</p> <ul style="list-style-type: none"> <li>- only the pre-schools could continue to operate in our halls, no other activities were allowed;</li> <li>- the playground and Burial ground were allowed to remain open;</li> <li>- the rules around the numbers allowed at burials, stone settings and ashes scattering were the same as under Tier 4;</li> <li>- sports activities for under 18s was no longer allowed, so football training on the recreation ground could not continue;</li> <li>- exercise could only be undertaken on your own or with your own household or social bubble, so no boot camp.</li> </ul> <p>The COVID 19 Committee asked the Clerk to take the following action:</p> <ul style="list-style-type: none"> <li>- ask the pre-schools to go back to doing their own cleaning as the pre-schools would be the only activity allowed under the new guidance;</li> <li>- stand down our cleaners;</li> <li>- inform our other hirers that under the new lockdown guidance, they were not allowed to run their activities in our halls or on the recreation ground;</li> </ul>	

	- update the notices at the playground to bring them in line with the new guidance.	
2176/21	<p><b>12. Review of policies:</b></p> <p><b>a) To consider maintenance paper</b> The Council <b>RESOLVED</b> to approve the proposed amendments to the revised version of the Standing Orders – Financial Regulations drafted by Cllr Downes and circulated to Council, subject to amending the figure in para 3.4 from £5,000 to £3,000.</p>	Clerk
2177/21	<p><b>13. To consider Clerk’s working hours during lockdown</b> The Council <b>RESOLVED</b> to agree to flexible working hours for the Clerk during lockdown to enable home-schooling.</p>	
2178/21	<p><b>14. Reports from Outside Bodies:</b></p> <p><b>a) Marlow Society – no report</b></p> <p><b>b) WDALC</b> Cllr Brownridge represented the Parish Council at the WDALC quarterly meeting on 17 December. The Wycombe area is covered by three different boards so it was a good opportunity to share experiences. Boards are operating in slightly different ways which is understandable as they are serving local interests but it was felt that there should be more consistency with regard to procedures eg voting and taking decisions on funding. Concern was expressed about the fact that all three boards seem to be looking to Parish Councils to come up with matched funding for projects and do not seem to understand how limited Parish Council funding is. These comments have been fed back to Bucks Council. That said other organisations like the Clare Foundation are also offering to match fund. The issue of how to improve communication between Parish Councils and Bucks Council was also discussed, including how to make the Parish liaison meetings more effective.</p> <p><b>c) BMKALC Executive</b> Cllr Brownridge represented the Parish Council at the BMKALC Executive virtual meeting on 20 January. The Electoral services Managers for Bucks Council and Milton Keynes Council gave a joint presentation on the elections. BMKALC are going to circulate the slides to all Town and Parish Councils so the Clerk will be able to circulate the information to Councillors and also put the information on the website. Nomination forms have to be submitted to the Returning Officer by 8 April at the latest. Little Marlow’s Returning Officer will be based at the old Wycombe District Council Offices. NALC are lobbying Government to extend the legislation on remote meetings. The current legislation runs out on 10 May which means that after that Parish Councils will have to meet in person. If the venue where they meet is not large enough to enable them and the public to meet in accordance with the distancing rules in place at the time, they will not be able to meet. NALC are proposing an extension of a year. They are also planning to lobby for legislation which would allow hybrid meetings in the future as many Town and Parish Councils have found that more people are attending their meetings now they can do so from the comfort of their own homes. Although the Government have confirmed that the elections will go ahead, NALC would rather they were delayed unless they can be assured that campaigning and the count can be done safely.</p> <p><b>d) Marlow Forum</b> Cllr Brownridge represented the Parish Council at the BMKALC Executive virtual meeting on 20 January. There has been a plethora of Anti-Covid/vaccination stickers appearing in Marlow. Inspector Robin Hughes had requested that any stickers noted should be reported. The Town Clerk had requested that the information be sent to her and she would ensure the Marlow Town Council removed them. Concern was raised about Bucks Council’s proposal to temporarily close Trinity Road to traffic and make it a pedestrian/cycle track only.</p>	
2179/21	<p><b>16. Parish Clerk’s Report:</b> Thanks to Councillor Jason Downes for editing and updating the Parish Council website. Meeting with installers of The Brig has been agreed at their earliest convenience – 1<sup>st</sup> March 2021. Memorial benches, agreed by Council, will be installed as soon as possible. Lobby Day with MPs has been arranged by NALC and will take place on 2<sup>nd</sup> February - details have been circulated.</p>	

2180/21	<p><b>15. Correspondence to the Council</b> - Thanks was received from allotment holder to the Parish Council for arranging removal of rubbish around his new plot. Cadent made contact to confirm that they will be removing trees and bushes which impact the gas pipeline along Sheepridge Lane.</p> <p>CIlr Kath Acres updated the council on the FOI request received, which was due to be responded to by Friday 12<sup>th</sup> February 2021. An acknowledgement to the request would be sent to the person who had submitted the request and all councillors would be formally asked to log and send communications to the Clerk.</p>	Clerk
2181/21	<p><b>16. Public participation – maximum 15 minutes</b></p> <p>Buckinghamshire Councillor David Watson would be reviewing local roads with Highways Department this week. Councillor Phillip Emmett asked Councillor David Watson to report the manhole cover outside the Pavilion building.</p> <p>Dallas Banfield reported that large chunks of Coldmoorholme Lane had been impacted, opposite the car park, following the railway works. Councillor Kath Acres commented that the road down past the car park had also been impacted.</p> <p>Jennifer Sheppard reported that the manhole covers at the top of Coldmoorholme Lane had been covered over.</p>	
2182/21	<p><b>17. Confidential items</b></p> <p>See agenda item 8b. Council <b>NOTED</b> the appraisals.</p>	
2183/21	<p><b>18. Items to be included on the next Agenda-</b></p>	
2184/21	<p><b>19. Dates of the next meetings:</b>, Budget Meeting 11<sup>th</sup> February 2021 at 1.00pm, Parish Council meeting Tuesday 9<sup>th</sup> March 2021 at 8pm</p>	
<p>There being no further business to be transacted the meeting was closed at 21.39</p>		

**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	BMKALC	Bucks Milton Keynes 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.