



**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON MONDAY 5TH SEPTEMBER 2016 AT 7.30PM
IN LACEY GREEN VILLAGE HALL**

PRESENT

Cllrs C Davies (Chairman), R Craft, T Molesworth, P Suter, E Patient and M Hughes
Clerk – Susanne Griffiths
No members of the public were present.

1. WELCOME AND APOLOGIES FOR ABSENCE.

No apologies were received.

2. MINUTES

The Minutes of the previous meeting of the Parish Council meeting on the 15th August 2016 having been circulated were approved by the Meeting and signed by the Chairman.

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting. None were declared.

4. MATTERS ARISING NOT OTHERWISE ON THE AGENDA FOR INFORMATION ONLY

North Dean sign at the entrance to the village.

Bucks County Council has advised that a Project brief application requires completion by the Parish Council. Cllr P Suter agreed to suggest the idea to PC Lee Turnham, Community Speed watch for Hughenden Parish Council to consider.

5. THE PREFERRED CANDIDATE TO FILL THE VACANCY FOR A COUNCILLOR BY CO-OPTION

Cllr C Davies proposed that the council co-opt Elizabeth Patient to fill the vacancy for a Parish Councillor. Seconded by Cllr R Craft. **All present agreed.**

Resolved: To co-opt Elizabeth Patient to fill the vacancy for a Parish Councillor.
Cllr E Patient signed a Declaration of Acceptance and joined the meeting.

6. REPORT ON DISTRICT AND COUNTY COUNCIL MATTERS RELATING TO THE LACEY GREEN PARISH FROM COUNTY COUNCILLOR C ETHOLEN AND DISTRICT COUNCILLOR G PEART

Cllr C Etholen reported on the following:-

The roll-out of the second phase of superfast broadband for Bucks which is scheduled for the autumn.

The delay in the micro-surfacing scheme for Studridge Lane, Cllr C Etholen agreed to investigate why the delay in resurfacing the road has occurred.

The possibility of contributing to the purchase of a mobile Vehicle Activated Sign together with other Parishes.

Cllr C Etholen agreed to investigate the possibility of obtaining funds from the CIL and Section 106 Programme from Wycombe District Council to purchase the VAS on behalf of the parishes.

Cllr G Peart sent his apologies that he was unable to attend the meeting and informed the members that the Local Plan consultation has closed and an analysis of the responses is ongoing.
Planning application 16/06833/FUL has been withdrawn and is being reconsidered.

7. PLANNING APPLICATIONS

A. To consider New Planning Applications

16/07294/FUL

Address: The Old Cottage Studridge Lane Speen Buckinghamshire HP27 0SA

Proposal: Householder application for removal of existing greenhouse and shed and construction of detached garden store/workshop. **The Parish Council has no objections.**

16/06956/FUL**Address:** Foundry Cottage Foundry Lane Loosley Row Buckinghamshire HP27 0NY**Proposal:** Householder application for demolition of existing single storey side extension and construction of two storey rear/side extension. **The Parish Council has no objections.****16/07188/FUL****Address:** Bramble Cottage Archway Speen Buckinghamshire HP27 0SB**Proposal:** Householder application for erection of detached green house to front. **The Parish Council has no objections.****16/07228/TPO****Address:** April Cottage Archway Speen Buckinghamshire HP27 0SB**Proposal:** Remove common Ash (T1) and common Ash (T2) for reasons of safety. The Parish Council will abide by the decision of the Arboriculturalist.**16/07371/FUL****Address:** Land Adjacent Woodway Farm Woodway Loosley Row Buckinghamshire HP27 0NP**Proposal:** Creation of all-weather riding arena with associated fencing. **The Parish Council has no objections.****16/07372/LBC****Address:** Old Post Office, Hampden Road, Speen, Buckinghamshire HP27 0RU**Proposal:** Listed Building application for retention of replacement casement doors & windows to studio (retrospective). **The Parish Council has no objections.****B. To Receive Notice of Planning Applications Approved****16/06942/VC** *Decision* Application Permitted**Address:** Land Adjacent The Meadows Greenlands Lacey Green Buckinghamshire HP27**Proposal:** Application to vary condition 2 (amended plans) on planning approval 14/06778/FUL to allow an amended list of approved drawings**C. To Receive Notice of Planning Applications Refused**

None

D. To Receive Notice of Planning Applications Withdrawn

None

8. APPROVAL OF THE ACCOUNTS FOR PAYMENT IN ACCORDANCE WITH THE BUDGET.**Vat**

Sep	s/o	K Dobson - Risk Assessment Duties August	34.80		34.80
Sep	s/o	Sep Salaries	386.37		386.37
Sep	s/o	BCC Local Government pension scheme	101.60		101.60
Sep	1550	Speen Village Hall 4/7/2016 Hall hire	20.00		20.00
Sep	1551	Globalize Me -Annual website hosting	630.00	126.00	756.00
Sep	1552	PRTC - grass cutting 6/7/2016	113.00	22.60	135.60
Sep	1553	Bus Shelters Ltd - Timber bus shelter Walters Ash	6,778.82	1,355.76	8,134.58
Sep	1554	Jacqui Lang - parish logo design	50.00		50.00
Sep	1555	Mazars LLP - Annual Audit year ended 31/3/2016	200.00	40.00	240.00
Sep	1556	Thames Water 12/5-9/8/16 Garden of Rest	5.04	1.01	6.05
Sep	1557	Mileage claim for extraordinary meeting 15/8/2016	11.70		11.70
Sep	1558	Homebase - stationery	10.00		10.00
Sep	s/o	PRTC 06/10- Maintenance duties	280.00	56.00	336.00
Sep	1560	TBS Hygiene Ltd - Dog waste collection - May June	19.20	3.84	23.04
Sep	1561	PRTC fence repairs at playground	20.00	4.00	
Sep	1561	PRTC- grass cutting 17/8	100.00	20.00	144.00
Sep	1562	Gommes Forge Ltd - metal bus shelter	5,900.00	1,180.00	7,080.00
Sep	s/o	Quarterly Councillor expenses x 5	125.00		125.00
Sep	1563	HMRC – paye July Aug Sep	285.80		285.80

Bank Balance £81,311. 23 (allowing for the entries above).

The receipts for July and August and payments for September were examined by the Council. The above payments for September were **approved by all present** and the necessary cheques signed.

The Clerk presented the accounts together with the bank statements and bank reconciliation for the members' consideration together with a copy of all standing orders and direct debits made from the Parish Council account. **All present agreed** that the accounts were being handled in a satisfactory manner and the monies were all accounted for.

9. CORRESPONDENCE RECEIVED BY THE PARISH COUNCIL

Monthly Risk Assessments

The monthly risk assessments have highlighted 2 medium and 2 high risk issues.

The medium risk issues are:-

1. The Lacey Green play area has a wooden balance bar that is rotting. The original supplier has been contacted to ascertain if it can be replaced free of charge under guarantee and a quotation has been received to replace the bar at a cost of £ 598.00.
2. The bus shelter next to the school on Main Road Lacey Green has been damaged by a vehicle. Police reference number URN 6620216. The shelter has been ordered.

The high risk issues are at the Lacey Green play area.

- 1.. The bottom of the chain link fence to the farm is upturned and could have sharp hazards The Princes Risborough Maintenance Team has attended and made as safe as possible. 3 quotations have been requested to replace the fence.
2. Some slats are broken and sharp in the diagonal wooden fence and have been placed in the play area with screws protruding. The Princes Risborough Maintenance Team has attended and moved them out of the play area.

A letter has been received from The Chilterns Dial-a-Ride requesting a donation

The Chilterns Dial-a-Ride organisation has requested a donation to meet their operating costs whilst transporting Lacey Green residents with mobility issues. The Clerk is requested to forward a minor grants application form for their completion and consideration by the members at the Estimates of the Budget 2017/2018 meeting in November.

JM

An email has been received from the Wycombe District Council regarding a Play Strategy questionnaire

W.D.C is in the process of consulting with key stakeholders in relation to the drafting of a new Play Strategy for the District. The Parish Council is requested to complete a questionnaire which asks for opinions on the direction, aims and outcomes of the future play strategy to ensure that W.D.C obtain the right balance of priorities to enhance play and play facilities across the District for all children and young people. The Councillors provided the information to enable the Clerk to respond accordingly.

JM

An email has been received from Bucks County Council following the Community Infrastructure Levy and Section 106 Agreements workshops

Further to the workshops regarding Community Infrastructure Levy and Section 106 Agreements, BCC has requested that the Parish Council highlight their current infrastructure priorities i.e. traffic calming at junction or speeding. Cllrs R Craft and P Suter agreed to respond on behalf of the Parish Council, highlighting the problems in Speen.

PS/RC

An email has been received from a resident regarding the Speen playground

The resident requests an update on the lease of the Speen playground by the Lacey Green Parish Council from the Speen Playing Fields and questions the length of time that the process is taking.

The Clerk is requested to respond that the delay has been due to the Speen Playing Fields appointing a solicitor and that the lease is now in the hands of the solicitors.

SG

E-mail from the Chiltern Society concerning the clearing of the Studridge Lane Pond, Speen

The date is confirmed as Saturday the 8th October. They advised that they have been to look at the pond and it was completely overgrown with no water to be seen so it may take more than one visit.

The Chiltern Society request the following:-

1. Somewhere to park very near the pond as the car will have all the tools in it.
2. Somewhere for the volunteers to park.
3. A skip next to the pond so all the stuff taken out from the pond can be taken away.
4. Wheel barrows and local residents to help with the work.
5. Start time 10.00am and finish at about 1.30pm

Cllr R Craft confirmed that he had spoken to the resident at the Old Bakehouse in Studridge Lane and parking will be provided which is next to the pond. Volunteers can park in Pub car park & walk round. The Clerk is requested to arrange for a large Skip to be positioned near the pond. **JM**

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Cllr R Craft agreed to contact the neighbour and provide the Clerk with the details of the size. Cllr R Craft noted that the Chiltern Society will need wheel barrows and local residents to help with the work and agreed to arrange a note to go out to the village for volunteers etc. **RC**

10. A PROPOSAL FOR LEASING THE PLAYGROUND IN SPEEN

Cllr R Craft reported that the Parish Council's solicitor has advised not to commit to detailed expenditure in the contract but to include the intention to spend in a side letter. **All present agreed.**

There has been a long delay in receiving a reply from the SPF and the Councillors agreed that Cllr R Craft communicate the Parish Council's desire to resolve this matter by the end of the year otherwise the Parish Council will reconsider the offer to lease this land and provide finance for the play equipment. **RC**

11. FUNDING A REPLACEMENT TRADITIONAL FINGER DIRECTIONAL SIGN AT THE TOP OF PINK HILL

The Local Area Technician has provided a quotation £614.64 plus VAT for the Highways Team to provide and install a traditional finger directional sign with Parslows Hillock on the polo – finial as requested. All agreed to fund the replacement sign at this cost.

Resolved: To accept the quotation for £614.64 plus VAT

12. APPROVAL OF THE QUOTATION FOR PRODUCING THE LETTERHEAD ARTWORK WITH THE PARISH LOGO

A quotation has been received to produce and supply letterheads with the Lacey Green Parish Council logo:-

To create letterhead artwork £25.00

To print letterheads 500 @ £120.00 or 1000 @ £135.00

Resolved: To accept the quotation for 1000 letterheads at £135

JM

Cllr P Suter requested that the logo is added to the website and is included on the agenda and Parish Council minutes. All present agreed. **SG**

13. THE AUDITORS REPORT ON THE ANNUAL RETURN

The Auditors Certificate for the Annual Return year ended 31st March 2016 had been received. On the basis of the auditors review, in their opinion the information contained in the annual return is in accordance with the Audit Commission's requirements and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

14. HIRING A STORAGE UNIT FOR THE PARISH COUNCIL RECORDS

The Clerk presented 3 quotations

- a) Store n Go Aylesbury £ 17.59 + vat pm 25sq ft plus 0.90p insurance
- b) Ace Storage Aylesbury £ 17.59 + vat pm 25sq ft plus 0.90p insurance
- c) Safestore High Wycombe £ 18.85pm including vat and insurance.

All present agreed that the costs were higher than anticipated and requested the Clerk to explore other options for the storage of the Parish Council records including the cost of the purchase of a container.

JM

15. REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE ATTENDED ON BEHALF OF THE PARISH COUNCIL

Reports were received from the members on the meetings that they had attended on behalf of the Council.

16. AGENDA ITEMS FOR THE NEXT MEETING

To discuss and decide on storage for the Parish Council records (Cllr C Davies)

To receive an update on a proposal for leasing the Playground in Speen (Cllr R Craft)

17. TO PASS A RESOLUTION TO EXCLUDE THE PUBLIC & PRESS IN ACCORDANCE WITH SECTION (12) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Cllr Craft proposed to pass a resolution to exclude the public and press in accordance with section (12) of the public bodies (admission to meetings) act 1960 to review and approve on 3 quotations for the preferred contractor for the dog waste collection. A vote was taken and **all present agreed**

18. DATE OF NEXT MEETING

The next meeting of the Parish Council will take place on Monday 7th November at 2016 at Speen Village Hall at 7.30pm. The next meeting of the Planning Committee will be held on the 11th October at 5.00pm in the Lacey Green Village Hall. There being no further business to discuss the Meeting closed at 9.45pm.

Chairman.....

Date.....