

**LACEY GREEN PARISH COUNCIL MEETING
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON MONDAY 12th JANUARY 2015 AT 7.30PM
IN SPEEN VILLAGE HALL**

PRESENT

Cllr Mrs C Davies (Chairman)
Cllrs D Claydon, J Sherlock, R Craft, Cllr T Molesworth and Mrs M Hughes
Clerk to the Parish Council – Susanne Griffiths
B.C.C. Cllr C Etholen
WDC Cllr M Foster

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr D Clay.

2. MINUTES

The Minutes of the previous meeting of the Parish Council meeting on the 1st December 2014, having been circulated were approved by the Meeting and signed by the Chairman.

3. DECLARATIONS OF INTEREST

Members were asked to declare any personal 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.

A request relating to the official Speen War Memorial - the Lych Gate on Chapel Hill, Speen. for the Parish Councils assistance in the repair and restoration of the memorial.

It is proving difficult to establish ownership of the Speen War Memorial so Cllr R Craft proposed that a grant of £500.00 is made to the Baptist Church as a contribution towards the cost of the repair and restoration of the Speen War Memorial. **All present agreed.** **SG**

5. REPORT ON DISTRICT AND COUNTY COUNCIL MATTERS RELATING TO THE LACEY GREEN PARISH FROM WYCOMBE DISTRICT COUNCILLOR M FOSTER AND COUNTY COUNCILLOR C ETHOLEN

A report was received from County Councillor Etholen on work that he had requested around Speen.

6. PLANNING APPLICATIONS

A. To consider New Planning Applications

15/05000/FUL: St John's Church Of England Combined School Main Road Lacey Green

Proposal: Erection of detached timber canopy for play and shelter in playground

The site lies in Lacey Green Conservation Area. It is also an Archaeological Notification Site. In view of this, the Design and Access Statement or plans do not make it clear the amount of levelling or ground work involved. Providing these Policies and Constraints are noted when making a decision, the Parish Council has no objection to the application.

14/08057/FUL: St John's Church Of England Combined School Main Road Lacey Green

Proposal: Erection of canopy to side.

The Application Form states the site cannot be seen from a public footpath. This is incorrect, a public footpath runs immediately alongside the School and the canopy will be in full view. There does not appear to be any provision made regarding the drainage of rainwater from the canopy. It is noted the site lies in the Lacey Green Conservation Area and is also an Archaeological Notification Site. Providing these Policies and Constraints are noted when making a decision, the Parish Council has no objection to the application.

15/05026/FUL: Holly House Archway Speen Buckinghamshire HP27 0SB
Proposal: Householder application for construction of single storey rear extension following demolition of existing rear conservatory. **The Parish Council has no objections.**

14/08235/FUL: Elm Tree Cottage Studridge Lane Speen Buckinghamshire HP27 0SA
Proposal: Householder application for construction of two storey side extension and construction of detached double garage. **The Parish Council has no objections**

14/08326/LBC: Elm Tree Cottage Studridge Lane Speen Buckinghamshire HP27 0SA
Proposal: Listed Building application for construction of two storey side extension and construction of detached double garage. **The Parish Council has no objections.**

14/08254/CTREE: Chapel Cottage Chapel Hill Speen Buckinghamshire HP27 0SL
Proposal: Crown thin Hazel T1 by 30%; remove from Willow T2 one of two stems overhanging garden and thin the remaining stems by 20%. **The Parish Council will abide by the decision of the Arboriculturalist.**

An application to the Traffic Commissioner for an operational centre at Brimmers Farm.
An application has been submitted to use Brimmers Farm as an operating centre for 1 goods vehicle and 1 trailer. **The Parish Council object to this application as the dangerous bend at Brimmers is not considered to be a suitable location to manoeuvre a lorry and trailer and will block the road to other traffic. The access has limited vision. The narrow rural roads leading to the site are not suitable for heavy goods vehicles. If approved, this would possibly increase heavy goods traffic from Lacey Green and along New Road to and from Princes Risborough.**

B. To Receive Notice of Planning Applications Approved

14/07777/FUL *Decision* Application Permitted
Address: Green Acres Lower Road Loosley Row Buckinghamshire HP27 0PF
Proposal: Householder application for construction of new external entrance with associated external staircase and single storey side extension

14/08108/MIN *Decision* Application Permitted
Address: White Cottage Main Road Lacey Green Buckinghamshire HP27 0QT
Proposal: Proposed non-material amendment to permission for Householder application for construction of new entrance and porch to side, alteration to existing side bay window and single storey front extension granted under 14/06815/FUL

14/08137/MIN *Decision* Application Permitted
Address: Land Adjacent The Meadows Greenlands Lacey Green Buckinghamshire
Proposal: Proposed non-material amendment to permission for Erection of 2 x 4 bed detached dwelling with associated parking granted under 14/06778/FUL

14/07824/FUL *Decision* Application Permitted
Address: Gransden Lodge Goodacres Lane Lacey Green Buckinghamshire HP27 0QD
Proposal: Householder application for construction of single storey side/rear extension and construction of 2 x front dormer windows

14/07888/CTR *Decision* Not to make a Tree Preservation Order
Address: Midmede Chapel Hill Speen Buckinghamshire HP27 0SP
Proposal: Reduce Willow (1) by approximately 2 - 3 metres to previous pruning points

14/07887/FUL: *Decision* Application Permitted
Address: Christmas Cottage Chapel Hill Speen Buckinghamshire HP27 0SP
Proposal: Householder application for construction of new first floor side extension.

C. To Receive Notice of Planning Applications Refused

14/07566/CLP *Decision:* Refuse Certificate of Proposed Use

Address: George Farm Flowers Bottom Lane Speen Buckinghamshire HP27 0SX

Proposal: Certificate of Lawfulness proposed erection of remaining detached dwelling on site B pursuant to outline planning permission WR/369/65

14/07885/FUL: *Decision:* Application refused

Address: Ophelia Lower Road Loosley Row Buckinghamshire HP27 0PE

Proposal: Erection of 1 x 3 bed detached dwelling with shared access with Ophelia and associated external and landscaping works.

14/07982/FUL *Decision:* Application Permitted

Address: 98, 99 and 100 Greenwood Walters Ash Buckinghamshire HP14 4XB

Proposal: Change of use from Class B1 (offices) to use class D1 (non-residential institution) together with fenestration alterations and 2 x external canopies with 6 x protection barriers. Change of use of existing garages to form outside storage, erection of detached buggy and cycle covered storage areas and fence and gate around existing sub-station and mechanical plant. Alterations to existing road layout to provide additional car parking bays, 2 x disabled parking bays with 2 x parking signs, 2 x speed humps, drop off zone and erection of 1.8m high perimeter fencing.

D. To Receive Notice of Planning Applications Withdrawn

14//07275/FUL: Margene, Main Road, Lacey Green, HP27 0QN

Proposal: Householder application of dropped kerb open access to front garden and construction of driveway on existing hard standing

7. APPROVAL OF THE ACCOUNTS FOR PAYMENT IN ACCORDANCE WITH THE BUDGET.

VAT

1471	Clerks fees	HMRC - PAYE Oct, Nov and Dec	£9.60		£9.60
1472	Garden of Rest	Thames Water - 12/8/14-11/11/14	£7.04	£1.41	£8.45
s/o	Clerks fees	S Griffiths - Jan Salary	£438.67		£438.67
s/o	Risk Assess	K Dobson - Risk Assessment Duties (Dec)	£27.55		£27.55
s/o	Maintenance	PRTC 10/10- Maintenance duties	£277.00	£55.40	£332.40
1473	Insurance	Broker Network Ltd	£1,143.86		£1,143.86

Receipts -TSB - Bank Interest £1.58

Interment fee £100.00

Bank Balance £62,839.06 (allowing for the above entries).

The receipts for December were examined by the Council.

The above payments for January 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.

8. CORRESPONDENCE RECEIVED BY THE PARISH COUNCIL

Monthly Risk Assessment

There were no issues highlighted on the monthly risk assessment report. The Clerk suggested that a weekly risk inspection is introduced for the play area. **All present agreed.** **SG**

The Future of Princes Risborough – 28 January 2015 (With Network Rail) public exhibition

WDC have written to inform the members of the arrangements for a public exhibition and meeting about the future of the town.

WDC exhibition: 3.30 – 6.30 p.m. at St Mary's Church Hall, Church Lane, Princes Risborough

WDC meeting: 7.30 p.m. at the Community Centre, Stratton Road, Princes Risborough

A Request for funding

A resident of Lacey Green has been selected as one of the seven girl guides to go to Romania in the summer of 2015. As part of the trip she has to raise £1300 which will cover the cost for the craft equipment, food and insurance and has requested that the Parish Council consider a grant to help with the costs. The Councillors all agreed that her request was for a worthy cause but felt that they were unable to justify spending public money to assist the resident. The Clerk is requested to respond with the Parish Council's decision.

SG

Parish Councils

Delivering More and working together with principal authorities

Buckinghamshire County Council, in collaboration with the DCLG and MKBALC, is running this event on February 24th 2015 at Adams Park, High Wycombe.

The event is free to all Bucks town and parish councils which will also have received the notice from MKBALC.

Cllrs C Davies and R Craft agreed to attend.

CD/RC

Various requests for grants -

Noted

9. REPORTS ON THE ROADS, VERGES AND RIGHTS OF WAY IN THE PARISH.

The Clerk is requested to contact the relevant authorities with the following concerns: - **SG**

A pothole on Flowers Bottom Lane near the junction with Turnip End Lane

A piece of the fencing has come away in the playground

Ice signs are required on the S bends in Brimmers Road

The waste bin has been moved and placed next to the seat.

The Notice Board in Lower Road Loosley Row has fallen over. Cllr C Davies agreed to investigate to ascertain what work is required.

CD

10. TO RECEIVE A REPORT ON THE PROGRESS ON THE PLAYGROUND REPAIRS HIGHLIGHTED IN THE ROSPA RISK INSPECTION REPORT WHICH ARE LOW RISK.

A quotation has been received from one company to supply the following work:-

Remove excess thread from gate hinge bolts.

- Break out and dispose of 9 intermediate fence posts and 1 gate posts and supply and fit new posts.

- Tighten loose fixings on springer.

- Uplift and dispose of existing rotten timber edges around slide unit. Cut /chase a channel into grass and supply and lay new bound rubber mulch bonded to the existing and then ramped down into the cut / chase channel.

- Rub down and re-paint steel elements on slide unit.

- Tighten loose fixings on slide unit.

- Secure loose intertwine posts.

- Supply and fit new timber post to rope bridge.

- Supply and fit new balance beam pole.

- Supply and fit 2no. pairs of chains and 4no. new shackles to the existing junior swing (re-using the existing seats)

Cllr C Davies agreed to contact one other company. The Clerk is requested to obtain a third quotation.

SG/CD

A PROPOSAL FOR LEASING THE PLAYGROUND IN SPEEN

Cllr R Craft circulated proposed terms of the lease to be considered at the Speen Playing Fields committee meeting on the 15th January 2015. Further to a short discussion and minor amendments, all present agreed the amended terms (appendix1).

Cllr R Craft further advised that the SPF committee were in the process of obtaining a third quotation for a zip wire.

12. THE EXPENDITURE AND PRECEPT FOR THE FINANCIAL YEAR 2015-2016

Estimates summaries were circulated to members prior to the meeting. The Clerk explained that for this year the grant from WDC to compensate for the Reduction in Tax Base for Localised Council Tax has been reduced to £323.16. Cllr R Craft proposed that Council approve the budget (appendix 2) and a request for a precept of £24,764. Seconded by Cllr M Hughes. **All present agreed. SG**

13. THE EXPENDITURE ALLOWED UNDER SECTION 137 FOR THE FINANCIAL YEAR 2015-2016

Cllr R Craft advised the Parish Council that included in the budget for 2015/2016 is a sum of £2300.00 to be charged against expenditure allowed under Section 137 and he proposed that this be accepted. Seconded by Cllr M Hughes. **All present agreed SG**

14. 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.

15. TO PASS A RESOLUTION TO EXCLUDE THE PUBLIC & PRESS IN ACCORDANCE WITH SECTION (12) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO DISCUSS AND DECIDE ON STAFFING LEVELS.

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 discuss and decide on staff matters. A vote was taken and **all present agreed**

16. AGENDA ITEMS FOR THE NEXT MEETING.

To be advised.

17. DATE OF NEXT MEETING.

The next meeting of the Parish Council will take place on Monday 2nd March 2015 at Lacey Green Village Hall at 7.30pm.

There being no further business to discuss the Meeting closed at 9.26pm

Appendix 1

	Proposal for Speen Playing Fields
Duration of Lease	30 years
Annual Rental	One Peppercorn
Break Clauses	Break Clause 1 – 10 years Break Clause 2 – 15years Break Clause 3 – 20 years Break Clause 4 – 25 years
Break Clause notice	6 months notice either party
Break Clause Paybacks	If SPFA actions break clause then LGPC will be paid back following % of capital expenditure: At Break Clause 1 – 66.7% At Break Clause 2 – 50% At Break Clause 3 – 33.3% At Break Clause 4 – 16.7% If LGPC actions break clause the SPFA will not be liable for any payback.
Estimated Spend Commitments	Year 1 - £10,000 Years 2 & 3 – £5,000 per annum.
Liabilities	Insurances Health & Safety Checks Maintain leased area – cut / trim grass etc. Maintain & repair as necessary playground equipment & surfaces
Parties Involved	LGPC – Lacey Green Parish Council SPFA – Speen Playing Fields Association
Names of Representatives from each party	LGPC – Cllr. Cathryn Davies - Cllr. Roger Craft SPFA – Tony Bobroff - Andy Thompson

Appendix 2

Lacey Green Parish Council Budget Financial Year 2015 – 2016

		Financial Year 2015/16		
		As agreed at LGPC meeting 12/01/2015		
ADMINISTRATION				
	Staff Salaries	£5,400.00		
	Insurances	£1,150.00		
	Training & Conferences	£250.00		
	Rent of Village Hall	£100.00		
	Councillors Expenses	£700.00		
	Election Expenses	£750.00		
	General Admin (Audit fees, Stationery, Printing)	£1,000.00		
		£9,350.00		
		As agreed at LGPC meeting 12/01/2015		
GARDEN OF REST				
	Maintenance	£750.00		
	Water Rates	£50.00		
	War Memorial Inauguration	£0.00		
	War Memorial / Grave Register	£0.00		
		£800.00		
		As agreed at LGPC meeting 12/01/2015		
PARKS				
	Playground Inspection	£750.00		
	Repairs to play equipment / surface	£3,000.00		
	Bin waste collection	£150.00		
	Solicitors Fees – Re: Playground Lease Speen	£750.00		
	Purchase new play equipment (Speen)	£10,000.00		
	Ground Maintenance /Playground repairs	£1,000.00		
		£15,650.00		
		As agreed at LGPC meeting 12/01/2015		
PR				
	Website + Update	£750.00		
		£750.00		
		As agreed at LGPC meeting 12/01/2015		
GENERAL MAINTENANCE				
	Maintenance - ponds, footpaths, benches, shelters	£5,500.00		
		£5,500.00		

Lacey Green Parish Council Budget

Financial Year 2015 – 2016

(Continued)

		Financial Year 2015/16	
		As agreed at LGPC meeting 12/01/2015	
GRANTS			
	Speen Playing Fields	£500.00	
	Speen Village Hall	£250.00	
	Speen Festival	£550.00	
	St John's Church	£200.00	
	Lacey Green Village Hall	£100.00	
	Windmill Restoration Committee	£150.00	
	Community First Responders	£250.00	
	Lacey Green Village Shop	£200.00	
	Community Bus	£500.00	
	Defibrillators	£1,500.00	
	HS2 Action Group	£0.00	
	Chilterns Conservation Board	£200.00	
	Speen (Lych Gate) – War Memorial Repairs	£500.00	
	Loosley Row Baptist Church War Memorial Repairs	£500.00	
	Speen Baptist Church	£200.00	
		£5,600.00	
		As agreed at LGPC meeting 12/01/2015	
SUBS			
	WDALC	£15.00	
	Chiltern Society	£35.00	
	BALC	£400.00	
	CPRE	£45.00	
		£495.00	
OVERALL SUMMARY			
		Financial Year 2015/16	
		As agreed at LGPC meeting 12/01/2015	
EXPENDITURE			
	ADMINISTRATION	£9,350.00	
	GARDEN OF REST	£800.00	
	PARKS	£15,650.00	
	PR	£750.00	
	GENERAL MAINTENANCE	£5,500.00	
	GRANTS	£5,600.00	
	SUBS	£495.00	
		£38,145.00	
		As agreed at LGPC meeting 12/01/2015	
INCOME			
	Precept	£24,764.27	
	Council Support Grant	£323.16	
	From Reserves	£13,057.57	
	Added to Reserves	£0.00	
		£38,145.00	