

**THE ANNUAL PARISH COUNCIL MEETING
LACEY GREEN PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD ON MONDAY 19th MAY 2014 AT 7.30PM
IN LACEY GREEN VILLAGE HALL**

PRESENT

Cllr Mrs C Davies (Chairman)
Cllrs D Claydon, J Sherlock, R Craft, D Clay, T Molesworth and Mrs M Hughes
Clerk to the Parish Council – Susanne Griffiths
1 Member of the Public

1. ELECTION OF CHAIRMAN

Cllr J Sherlock proposed Cllr Mrs C Davies. Seconded by Cllr T Molesworth. **All present agreed.**
Cllr Mrs C Davies was duly elected as Chairman.

2. DECLARATION OF ACCEPTANCE OF OFFICE

The acceptance of office was signed by Cllr Mrs C Davies.

3. ELECTION OF VICE CHAIRMAN

Cllr D Clay proposed Cllr R Craft. Seconded by Cllr C Davies. **All present agreed.**
Cllr R Craft was duly elected as Vice Chairman.

4. APOLOGIES FOR ABSENCE

None were received and accepted.

5. MINUTES

The Minutes of the previous meeting of the Parish Council meeting on the 14th April 2014, having been circulated were approved by the Meeting and signed by the Chairman.

6. 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. Cllr Roger Craft declared an interest in agenda item 11, Planning Applications with regards to Holly Cottage, Speen.

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

The Clerk has received a quotation of £50.00 for the gates at the Garden of Rest to be sanded down and a coat of wood preserver to be applied. **All present agreed** to accept this quotation and for the Clerk to issue a work order. **SG**

A quotation for the hire of three small Marquees for the Garden of Rest opening ceremony has been received at £10.00 per marquee. **All present agreed.** **SG**

8. REPORT ON DISTRICT COUNCIL MATTERS FROM WYCOMBE DISTRICT COUNCILLOR M FOSTER AND COUNTY COUNCILLOR C ETHOLEN

Cllr M Foster sent his apologies. County Cllr C Etholen reported on resurfacing work planned in Speen, new road signs at the entrance to Speen and a polo match at Widmer to raise funds for the Princes Centre.

9. MEMBERSHIP OF COMMITTEES AND WORKING GROUPS

Cllrs R Craft and D Clay - Planning Applications for Speen.
Cllrs T Molesworth, J Sherlock and D Claydon - Planning Applications for Lacey Green and Loosley Row
Cllrs Mrs M Hughes and Mrs C Davies - Playground Equipment.

10. NOMINATIONS FOR REPRESENTATIONS WITH OTHER ORGANISATIONS

It was **agreed** that nominations for representations with other organisations is to be as follows:-

Wycombe District Association of Local Councils – Cllrs D Claydon, J Sherlock

N.W. Chilterns Local Area Forum – Cllrs Mrs C Davies, J Sherlock

Speen Shop Committee – Cllr R Craft

Lacey Green & Loosley Row Millennium Hall – Cllr Mrs C Davies

Risborough Area Community Forum – Cllr Mrs M Hughes

Neighbourhood Action Group - Cllr Mrs C Davies

Rural Forum – Cllr J Sherlock

11. PLANNING APPLICATIONS

a. To consider New Planning Applications

14/06309/FUL: Laburnum Cottage Lower Road Loosley Row Buckinghamshire HP27 0PE

Proposal: Householder application to replace existing flat roof with pitched roof over existing kitchen and insertion of 1 x front and 1 x rear rooflight in connection with loft conversion to create additional bedroom. **The Parish Council has no objections.**

Cllr R Craft declared an interest in the following application and left the room.

14/06255/FUL: Holly Cottage Hampden Road Speen Buckinghamshire HP27 0RU

Proposal: Householder application for conversion of garage to habitable living space with associated fenestration alterations. **The Parish Council has no objections.**

14/06127/TPO: St John the Evangelist Main Road Lacey Green Buckinghamshire

Proposal: Fell 3 no. TPO Western Red Cedars OR reduce height by approximately 50% (reduce height to approximately 10 metres) and reduce away from boundary (reduce width by 25%) as indicated on enclosed photos. **The Parish Council will abide by the decision of the**

Aboriculturalist.

14/06126/CTREE: Church Cottage Church Lane Lacey Green Buckinghamshire HP27 0QX

Proposal: Reduce Yew to approximately 0.5 metres below chimney height with overall crown reduction of 25% to remove recent growth and reduce size, but maintain shape as indicated in attached photos OR reduce height of Yew in line with hedge height (approximately 2.5 metres tall); lift crown of Ash tree by approximately 2-3 metres, remove deadwood, reduce crown by 25% as indicated in attached photos and thin crown by 20% **The Parish Council will abide by the decision of the**

Aboriculturalist.

b. To Receive Notice of Planning Applications Approved

14/05527/FUL: Application Permitted

Vine Cottage, Main Road, Lacey Green, Buckinghamshire HP27 0QT

Proposal: Householder application for construction of detached open-fronted double garage with formation of new turning area.

14/05632/FUL: Application Permitted

1, Woodfield, Lacey Green, Buckinghamshire HP27 0QQ

Proposal: Householder application for construction of single storey side extension.

14/05732/CONSA: No Objection

Telegraph Pole, OS Parcel 6317, Lacey Green Footpath 25, Lacey Green.

Proposal: A Consultation under The Overhead Line (Exemption) (England & Wales) Regulations 2009 regarding the installation of a new pole to support existing overhead line.

14/05715/FUL: Application Permitted

1 Graham Cottages, Main Road, Lacey Green, Buckinghamshire. HP27 0PL

Proposal: Householder application for part first floor, part single storey, part two storey front/side extension.

14/05711/TPO: Application Permitted

Arcadia, Main Road, Lacey Green, Buckinghamshire. HP27 0PL

Proposal: Reduce overextended limbs by a maximum of 2 metres, reduce branches emanating from wound at the top of the tree by up to 3 metres and crown thin by up to 10% to Cedar T1.

14/05122/FUL: Application Permitted

The Thatched Cottage Hampden Road Speen Buckinghamshire HP27 0RU

Proposal: Demolition of existing dwelling and garage and erection of 1 x 4 bed dwelling including detached car port and associated works

14/05501/CLP: Grant Certificate of Proposed Use

Nevada, Slad Lane, Lacey Green, Buckinghamshire HP27 0PW

Proposal: Certificate of Lawfulness for proposed insertion of 2 x rooflights to front roofspace and 1 rooflight to side roofspace (North) in connection with conversion of loft into habitable accommodation and replace existing window at ground level to side (South) elevation.

12. THE INTERNAL AUDITORS REPORT FOR THE AUDIT FOR THE YEAR 2013/2014.

The Clerk presented the meeting with a letter from the Internal Auditor to confirm that the 2013/2014 internal audit has been completed and all was in order.

13. APPROVAL OF THE ACCOUNTS FOR THE YEAR 2013/2014 AND THE ANNUAL GOVERNANCE STATEMENT OF THE ANNUAL AUDIT RETURN.

The Clerk presented the Annual Return of Account for the year 2013/2014 for approval by the Parish Council. The Parish Council having examined the accounts found them to be in order. **All present agreed** to approve the accounts for the year 2013/2014 and the annual governance statement of the annual audit return.

14. APPROVAL OF THE ACCOUNTS FOR PAYMENT IN ACCORDANCE WITH THE BUDGET. VAT

1443	Admin	D Timms -Internal Audit	25.00		£25.00
1444	Parks	TBS Hygiene Ltd - Collection of dog waste 07/02/14-25/04/14	26.40	5.28	£31.68
1445	Subs	BMKALC - Annual Subscription 2014/2015	324.64		£324.64
1446	Devolved Services	PRTC - Devolved Services 2014/2015	3600.00		£3,600.00
s/o	Risk Assess	K Dobson - Risk Assessment Duties (April)	27.55		£27.55
s/o	Maintenance	PRTC 01/10- Maintenance duties	277.00	55.40	£332.40
s/o	Clerks fees	S Griffiths - May Salary	438.67		£438.67
1447	Admin	Norton –Anti Virus protection	27.61		£27.61

Receipts -Lloyds TSB - Bank Interest £1.64

Precept - £12,631.00

Jacobs Babtie – Devolved Services £3,600.00

Bank Balance £ 57,883.27 (allowing for the above entries).

The receipts for April and payments for May were examined by the Council.

The above payments 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. **All present agreed** that the accounts were being handled in a satisfactory manner and the monies were all accounted for.

15. CORRESPONDENCE RECEIVED BY THE PARISH COUNCIL

Chilterns Conservation Board - Planning Training on Tuesday 1st July 2014 – Great Missenden Memorial Hall.

All present agreed for Cllrs J Sherlock and T Molesworth to attend.

JS/TM

E-mail from WDC offering the service of an annual Play Area Risk Assessment by RoSPA
All present agreed to instruct RoSPA to carry out the risk assessment.

SG

Conference Invitation sent on behalf of Councillor Ruth Vigor-Hedderly, Cabinet Member for Transportation
Noted.

Letter from Open Spaces re registration of common land.

The Parish Councils have been recommended to contact the county council's commons registration department and ask to be notified of any landowner statements made under section 15A of the Commons Act 2006. (These may be combined with landowner declarations relating to public rights of way, under section 31(6) of the Highways Act 1980.) **All present agreed** to register the Parish Council to receive notification.

SG

Invitation to sign the Community Covenant for the Wycombe District on Monday 23rd June 2014

The Parish Council last year agreed to sign the Community Covenant demonstrating commitment to supporting service personnel, families and veterans within RAF High Wycombe. However, the signing event had to be postponed until this year. Cllr C Davies **agreed** to attend on behalf of the Parish Council.

CD

Letter of thanks for Grant

A letter of thanks has been received from the Baptist Church in Speen for the Grant issued by the Parish Council. Noted.

An invitation to the WDC Planning Forum on 26 June, 6.15pm for 6.30pm

The Forum is open to all and provides an opportunity for WDC to receive feedback from their stakeholders on the service. It also features feedback from WDC's annual Quality Counts Tour. Cllrs J Sherlock and T Molesworth agreed to attend.

JS/TM

16. A PROPOSAL FOR LEASING THE PLAYGROUND IN SPEEN.

It was **agreed** to consider a proposal similar to the lease in place for the Lacey Green playground. Cllr D Claydon agreed to obtain the Lacey Green Playground lease for the members to consider at the next meeting.

DC

17. A REPORT ON THE PREPARATIONS FOR THE WAR MEMORIAL OPENING CEREMONY

The Clerk is requested to arrange: -

SG

For a wreath for the Parish Council to lay on the day.

For 30 chairs to be placed in the gazebo at the Garden of Rest for the ceremony.

Provide the caterer with Cllr D Claydon contact details to enable entry to the village hall in good time to prepare for the tea.

Cllr D Claydon agreed to meet with the PR Maintenance Team at 10.00am on the Sunday at the village hall.

18. REVIEW OF THE PARISH COUNCIL WEBSITE.

Cllr D Claydon **agreed** to supply more photographs of the parish for the website.

DC

Cllr J Sherlock **agreed** to provide the Clerk with the amended version of the revised introduction to the Parish Council website as approved by the members to load on the website.

JS/SG

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

Cllr D Claydon and the Clerk have a meeting with the Local Area Technician on 10th July 2014 to discuss any concerns from the Councillors.

The Clerk is requested to report the following:-

Three potholes in Woodway near Wardrobes House driveway.

A pothole in Brimmers Road just before the junction with Kop Hill.

SG

B.C.C. Cllr C Etholen agreed to obtain a map showing the different authorities responsibility for grass cutting areas.

CE

20. AN UPDATE ON THE GARDEN OF REST

Cllr D Claydon requested that the members inspect the old bench at the Garden of Rest to decide on whether the bench should be replaced. **ALL**

21. REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE ATTENDED.

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

22. AGENDA ITEMS FOR THE NEXT MEETING

To discuss and decide on a proposal for leasing the playground in Speen. (Cllr R Craft)

23. NEXT MEETING

The next meeting of the Parish Council will take place on Monday 14th July, 2014 at Speen Village Hall at 7.30pm.

There being no further business to discuss the Meeting closed at 9.35pm.

Chairman.....

Date.....

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