

**LACEY GREEN PARISH COUNCIL
THE ANNUAL PARISH COUNCIL MEETING
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING
HELD ON MONDAY 16TH MAY 2016 AT 7.30PM
IN LACEY GREEN VILLAGE HALL**

PRESENT

Cllrs C Davies (Chairman), R Craft, T Molesworth and Mrs M Hughes
Clerk – Susanne Griffiths
Clerical Assistant– Jayne Mylchreest
No members of the public

1 .ELECTION OF CHAIRMAN

Cllr T Molesworth proposed Cllr C Davies. Seconded by Cllr R Craft
All present agreed.
Cllr C Davies **was** duly elected as Chairman.

2. DECLARATION OF ACCEPTANCE OF OFFICE

The Acceptance of office was signed by Cllr C Davies.

3. ELECTION OF VICE CHAIRMAN

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

4. WELCOME AND APOLOGIES FOR ABSENCE.

Apologies were received and accepted by Cllr P Suter.

5. MINUTES

The Minutes of the previous meeting of the Parish Council meeting on the 11th April 2016 having been circulated were approved by the Meeting and signed by the Chairman.

6. 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.

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

None.

**8. 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:-

- Studridge Lane resurfacing is in the programme for June – Sep 2016
- Monies still available from the Community Leaders fund until March 2017
- Speed Watch Campaign – the possibility of a joint venture with Bradenham Parish Council

Cllr G Peart reported on the following:-

- Broadband update
- Ward budget /community related scheme

- Planning Applications
- The Local Plan – presentation to be held at W.D.C. at 7pm on the 18th May 2016

9. NOMINATIONS FOR MEMBERSHIP OF COMMITTEES

Planning Applications for Speen – Cllrs R Craft and P Suter

Planning Applications for Lacey Green and Loosley Row – Cllrs T Molesworth C Davies and M Hughes

Playground Equipment – Cllrs C Davies and M Hughes

Garden of Rest – Cllrs C Davies and T Molesworth

10. NOMINATIONS FOR COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES

It was **agreed** that nominations for representatives on outside bodies is to be as follows:-

N.W. Chilterns Local Plan Area Forum – Cllr C Davies

Speen Shop Committee – Cllr R Craft

Lacey Green and Loosley Row Millennium Hall – Cllr C Davies

Risborough Area Community Forum – Cllr M Hughes

Rural Forum - Cllr C Davies

11. PLANNING APPLICATIONS

A. To consider New Planning Applications

16/05920/FUL

Address: Eleanor Main Road Lacey Green Buckinghamshire HP27 0PL

Proposal: Householder application for construction of part single storey, part two storey front, side and rear extensions and creation of new entrance with associated dropped kerb. **The Parish Council has no objections.**

16/05893/FUL

Address: 8 Hambye Close Lacey Green Buckinghamshire HP27 0QZ

Proposal: Householder application for construction of single storey side extension

The Parish Council recommends refusal for this application as it considers the application to be an overdevelopment of the site and has concerns over the right of light to neighbouring properties.

16/06060/FUL

Address: Shona Kiln Lane Lacey Green Buckinghamshire HP27 0PT

Proposal: Householder application for erection of single storey rear extension

The Parish Council has no objections.

16/06149/FUL

Address: Shona Kiln Lane Lacey Green Buckinghamshire HP27 0PT

Proposal: Householder application for erection of single storey side extension and creation of additional parking space **The Parish Council has no objections.**

16/06177/CTREE

Address: Applegate Cottage Studridge Lane Speen Buckinghamshire HP27 0SA

Proposal: Fell Conifer (T9) because of excessive shading and proximity to property. **The Parish Council will abide by the decision of the Arboriculturalist.**

Address: The Spinney Church Lane Lacey Green Buckinghamshire HP27 0QX

Proposal: Householder application for alterations to existing porch and incorporation of new window in front facade of house **The Parish Council has no objections.**

16/05810/FUL

Address: Woodland View Studridge Lane Speen Buckinghamshire HP27 0SG

Proposal: Householder application for raising of roof in part including chimney & alterations incorporating dormer window to South elevation and construction of single storey side extension following demolition of existing single storey element. **The Parish Council has no objections.**

B. To Receive Notice of Planning Applications Approved

16/05449/FUL *Decision* Application Permitted

Address: April Cottage Archway Speen Buckinghamshire HP27 0SB

Proposal: Householder application for construction of replacement detached double garage with store over

16/05796/MIN *Decision* Application Permitted

Address: The Small House Lower Road Loosley Row Buckinghamshire HP27 0PF

Proposal: Proposed non-material amendment to permission for the demolition of single storey rear kitchen extension and construction of new single-storey and two-storey rear extensions granted under householder planning ref: 14/06411/FUL

16/05592/CTR *Decision* Not to make a Tree Preservation Order

Address: Woodbine Cottage Studridge Lane Speen Buckinghamshire HP27 0SA

Proposal: Pruning of 2 apple trees by 30% to keep shape

C. To Receive Notice of Planning Applications Refused

None

D. To Receive Notice of Planning Applications Withdrawn

None

E. To Receive Notice of Appeals

None

F. To Receive Part Allow And Part Refused

16/05887/MIN *Decision* Part Allow Part Refuse

Address: The White House Of Speen Hampden Road Speen Buckinghamshire HP27 0RU

Proposal: Proposed non-material amendment to permission for demolition of existing dwelling, lodge and outbuildings, erection of replacement 5 bed dwelling, lodge, garages, stables, store, greenhouse, garden pavilion, new entrance gates and re-creation of former tennis court granted under planning ref 15/08088/FUL

To receive notice of Planning Enforcement Decision

Address : The Old Methodist Chapel Main Road Lacey Green Buckinghamshire

Alleged breach of condition (Parking layout)of P/P 09/07300/FUL

Decision : The matter is not considered significant enough to cause material harm. Following a discussion with the owner W.D.C would expect the parking scheme to be implemented by the end of the year, if this is not the case then the Parish Council can request W.D.C. to investigate.

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

		vat			
May	s/o	K Dobson - Risk Assessment Duties (April)	34.80		34.80
May	s/o	PRTC 02/10- Maintenance duties	280.00	56.00	336.00
May	s/o	May Salaries	378.57		378.57
May	s/o	BCC Local Government pension scheme	101.60		101.60
May	153 8	Speen Village Hall 11/4/2016	20.00		20.00
May	153 9	D Timms - fee for Internal Audit 2015/16	25.00		25.00
May	154 0	WH Smith/ Homebase - stationery	19.97		19.97
May	154 1	BALC - Annual Subscription 2016/17	334.90		334.90

Receipts - TSB - Bank Interest £ 1.80. AVIVA (Insurance Claim) £ 2,176.01. HMRC (Vat Repayment) £1,492.00. WDC Precept £ 12,770.45

Bank Balance £ 77,285.43 (allowing for the entries above).

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

13. CORRESPONDENCE RECEIVED BY THE PARISH COUNCIL

Monthly Risk Assessment

The April monthly risk assessment highlighted one medium risk issue. 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 taped off and warning signs placed on it. A claim on the vehicle owner's insurance Company is in progress. The preferred supplier for the replacement was chosen at the meeting of the 11th April 2016. A work order has been issued.

Letters have been received from the following thanking the Parish Council for their various grants:-

St John's Parish Church
The Chilterns Conservation Board
Speen Village Hall
Speen Playing Fields
Lacey Green Village Shop
Speen Church

Noted.

Email received from Wycombe District Council regarding an update on Superfast Broadband

The programme should be ready for adoption this summer, with a view to delivery beginning in the autumn and the contract completing on time in the summer of 2018. W.D.C programme is not due to start until 2017.

Noted

Email received from a resident concerning the erosion of the grass verges and pot holes on Kiln Lane

The resident is concerned about the erosion of the grass verges along the lane especially by the pond where the road surface is poor. The resident has contacted Transport for Bucks.

Noted.

An invitation has been received from Wycombe District Council

Parish Council Chairmen and Councillors are invited to an Insurance, Risk Assessments and Health and Safety Training Event on 19th May 2016.

Noted.

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An invitation to join The Centenary Fields Programme

The programme aims to protect the war memorial parks and playing fields given in memory of those that lost their lives, or other green spaces that have an existing or planned link to World War 1.

Noted.

Cllr T Molesworth has received a report of anti-social behaviour

A report of anti-social behaviour in the playground over the weekend was received.

Noted.

14. A PROPOSAL FOR LEASING THE PLAYGROUND IN SPEEN

Cllr R Craft gave an update on the progression of the lease contracts:-

Speen Playing Fields has employed a solicitor to look at the draft lease. The Parish Council is waiting for a response to the queries raised by the Speen Playing Fields.

15. APPLICATION FOR A MEMORIAL IN THE GARDEN OF REST

An application has been received for a memorial in the Lacey Green Garden of Rest. **All present agreed** to defer to the next meeting to enable the Chairman to speak to the relatives about submitting revised application meeting the Garden of Rest criteria.

16. THE INTERNAL AUDITORS REPORT FOR THE YEAR 2015/16

The Clerk presented a letter from the Internal Auditor to confirm that the 2015/16 internal audit has been completed and all was in order.

17. THE ACCOUNTS FOR THE YEAR 2015/16 AND THE ANNUAL GOVERNANCE STATEMENT OF THE ANNUAL RETURN

The Clerk presented the Annual Return of Account for the year 2015/16 for approval by the Parish Council. The Parish Council having examined the accounts found them to be in order. The Chairman read the Governance Statement to the meeting. **All present agreed** to approve the accounts for the year 2015/2016 and for the Chairman to sign the Annual Governance Statement of the annual audit return. **All present agreed.**

18. THE SIGNATORIES FOR 2016/17 TO SIGN CHEQUES ON BEHALF OF THE PARISH COUNCIL

The Clerk advised that two signatories were required for each transaction.

RESOLVED: To agree the existing four Councillors remain as signatories for 2015/16 to sign cheques on behalf of the Council.

19. THE DESIGN FOR THE PARISH COUNCIL LOGO

All present agreed to request the following 2 samples to be circulated to the members for approval at the next meeting.

Sample 1 Black & White windmill to include grass with green lettering

Sample 2 Black & White windmill to include grass with black lettering

PS

20. PURCHASING KERBING TO PLACE A SMALL MEMORIAL PLAQUE AT THE GARDEN OF REST

All present agreed to make a site visit to the Stratton Memorial Garden Princes Risborough to see the kerbing and then the Garden of Rest to ascertain if it is suitable to be used there. If suitable the Clerk is requested to obtain quotations to be discussed at the estimates meeting in November. **JM/ALL**

21. REPLACING THE FINGER DIRECTIONAL SIGN AT PINK HILL WITH A HIGHWAY SIGN OR A TRADITIONAL SIGN AT A COST.

All present agreed for Cllr C Davies and the Clerk to meet with the Local Area Technician to discuss if the sign can be repaired rather replaced. **CD/SG Page 20/16**

22. REVIEW OF POLICIES AND PROCEDURE

RESOLVED: That the Council accepts its current policies and procedures but delegates to the Clerk to review these in depth and bring to the council any amendments or policy proposal changes for approval.

23. 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.

24. AGENDA ITEMS FOR THE NEXT MEETING

To be advised.

25. DATE OF THE NEXT MEETING

The next meeting of the Parish Council will take place on Monday 4th July at 2016 at Speen Village Hall at 7.30pm. There being no further business to discuss the Meeting closed at 9.05pm.

Chairman.....

Date.....

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