

LONGWICK-CUM-ILMER PARISH COUNCIL
A MEETING OF THE PARISH COUNCIL WILL BE HELD ON TUESDAY
19th JULY 2016 AT 7.30 PM IN LONGWICK VILLAGE HALL
AGENDA

Public Forum – The first ten minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting.

- 1. Welcome and Apologies for Absence.**
- 2. Acceptance of Minutes of the previous meeting on the 21st June 2016**
- 3. Declarations of Interest -To receive any pecuniary or non-pecuniary declarations of interest.**
- 4. To receive Matters Arising not otherwise on the Agenda**
- 5. To receive a report from Cllr Bendyshe-Brown (BCC) on matters concerning Longwick-cum-Ilmer Parish Council**
- 6. Finance - To note accounts for payment in accordance with the budget**
- 7. Capital Items and Community Facilities**
 - A. Playing Field**
 - B. Children's Play Area**
- 8. To consider and decide on a response to correspondence received by the Parish Council**
- 9. To discuss and decide on the preferred project for the Local Area Forum budget application**
- 10. To receive the Annual Play Inspection Report from Wycombe District Council and agree any actions to be taken**
- 11. To discuss and decide on whether to take part in a promotional event in the Village Hall on the 9th September 2016 (Cllr Jane Rogers)**
- 12. To discuss and decide on a replacement Parish Emergency Help Co-ordinator**
- 13. To discuss and decide on the preparation /submission of a new Neighbourhood Plan (Cllr B Richards)**
- 14. To agree on a date for Councillors to meet with Penelope Tollitt Head of Planning and Sustainability at Wycombe District concerning the Neighbourhood Plan**
- 15. To receive an update on the Wellington House development and agree any actions to be taken (Cllr Val McPherson)**
- 16. To receive an update on the Tesco grant playground equipment (Cllr S Whitworth)**
- 17. Planning Applications**
 - a. To consider New and Amendments to Planning Applications**
 - b. To Receive Notice of Planning Applications Approved**
 - c. To Receive Notice of Planning Applications Refused**
- 18. Agenda items for the Next Meeting**
- 19. Date of Next Meeting.**

Susanne Griffiths
13th July 2016

**DRAFT LONGWICK-CUM-ILMER PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 21st JUNE 2016 AT 7.30 PM
IN LONGWICK VILLAGE HALL**

PRESENT

Cllr Mrs Valerie McPherson BEM (Chairman)
Cllrs. Ian Walker, Jane Rogers, Sally Whitworth, Rolf van Apeldoorn and Brian Richards
Deputy Clerk Jayne Mylchreest
47 members of the public

1. WELCOME AND APOLOGIES FOR ABSENCE

No apologies were received.

2. TO ACCEPT THE MINUTES OF THE MEETING HELD ON 17TH MAY 2016.

RESOLVED: To accept the Minutes of the Meeting held on the 17th May 2016.

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 FROM LAST MEETING NOT OTHERWISE ON THE AGENDA

None.

5. A REPORT FROM CLLR BENDYSHE-BROWN (BCC) ON MATTERS CONCERNING LONGWICK-CUM-ILMER PARISH COUNCIL

Cllr. Bill Bendyshe-Brown was unable to attend but sent the following report:-

1. The issue over the Wellington House closure of the gunnel seems to have been resolved temporarily. The developer has opened it again without either Wycombe District Council planning or Bucks County Council Rights of Way intervention. WDC Chief Planning Officer is holding a meeting to ascertain why WDC refused a planning application in 1996 on the grounds of a footway being there but seems to have ignored this issue when granting approval in 2016. BCC Rights of Way are waiting for a response back from the lawyers on whether we can issue an immediate stop until the applications received to have a permanent right of way are formally assessed, which is not likely to be granted until September at the earliest.
2. The fencing has been repaired on the footpath between the Village Hall and the School but still awaiting agreement over who is responsible for the overgrowth on the ditch side. The School says that they have handed back this area to BCC.
3. Awaiting costings from Transport for Bucks on the introduction of the 2 new Vehicle Activation Signs.
4. TfB has been chased again to get the VAS repaired on the Thame Road coming from Thame.
5. The footway from before the Red Lion to The Green is in for urgent repair.

6. FINANCE

A/ Payments

			vat		
June	s/o	June salaries	321.97		321.97
June	s/o	BCC Local Government pension scheme	101.60		101.60
June	s/o	PRTC Maintenance duties 3/10	300.00	60.00	360.00
June	s/o	K Dobson- Risk assessment May	15.50		15.50
June	257	Manor Estates - weed and feed treatment	276.00	55.20	331.20
June	258	HMRC - paye	453.80		453.80
June	259	PRTC - weed spraying	80.00	16.00	96.00
June	260	Briants of Risborough Ltd - supply & fit gate-play area	124.94	24.99	149.93
June	261	B J Turney – Hedge cutting - playing field	200.00		200.00
June	262	The Post Office – postage re Neighbourhood Plan	7.25		7.25

B/ Receipts – WDC £ 535.86

C/ Bank Balance £ 29,738.19 (allowing for the above cheques).

The income for May and the expenditure for June was examined by the Council. **All present agreed** that the necessary cheques be signed.

The Deputy 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.

7. CAPITAL ITEMS AND COMMUNITY FACILITIES

A. Playing Field

There were no medium or high risk issues highlighted in the Risk Inspection Report for June 2016.

B. Children's play area

The report for May 2016 highlighted a medium risk issue concerning the gate. The gate has now been replaced as agreed at the May 2016 meeting page 887 Agenda item No. 11B.

8. CORRESPONDENCE

Email received from a resident regarding the Dedicated School Bus Route through Meadle

The resident has received a letter from Bucks County Council advising that they will no longer offer tickets as it is operated as a local bus service. Amey Client Transport has also written to advise that the Meadle route is a local public bus service. There are concerns that the local school bus route will be withdrawn.

As this is a B.C.C. issue it has been passed to Bucks County Cllr B Bendyshe-Brown who has written to Zahir Mohammed Cabinet Member for Education and Skills Buckinghamshire County Council.

The Bledlow-cum-Saunderton Neighbourhood Plan Pre-Submission Version

As required by the Neighbourhood Planning (General) Regulations 2012, Bledlow-cum-Saunderton Parish Council is undertaking pre-submission consultation on its Neighbourhood Plan. As a Statutory Consultee, Bledlow-cum-Saunderton Parish Council is seeking the Parish Council's views.

The Pre-Submission Version of the Plan (“Plan”) will be available online at www.bledlow-cum-saundertonparishcouncil.org.uk. for a period of six weeks, from 8th June to 20th July 2016 inclusive.

Noted.

Letter from the Princes Risborough Music Society regarding access to the playing field

A letter has been received from the Princes Risborough Music Society regarding access to the playing field for parking on the 29th, 30th June, 1st July and 2nd July 2016 from 6.30pm. Cllr Val McPherson proposed to grant permission for these dates. Seconded by Cllr Jane Rogers. **All present agreed.** **JM**

An email from South Oxfordshire District Council Planning Department

South Oxfordshire District Council is consulting on the new South Oxfordshire Design Guide Supplementary Planning Document (SPD). The document provides guidance on best practice and details the criteria that S.O.D.C. will use to assess the quality of developments for decision makers and those wishing to design new developments in the S.O.D.C. district. The consultation lasts for six weeks running from Friday 17 June to Friday 29 July 2016 closing at 4.30pm precisely. Representations must be received during this consultation period to be considered.

An electronic copy of the Design Guide can be viewed by visiting www.southoxon.gov.uk/designguide. Hard copies of the document are also available to view at the council’s offices at 135 Eastern Avenue, Milton Park, Milton, OX14 4SB during normal office opening hours. It will also be available to view at the libraries in Didcot, Henley, Thame and Wallingford.

Noted.

An email from a resident regarding the Right of Way closure at the Wellington House development

The resident is concerned that the footway closure is wrong and dangerous.

As this is a Bucks County Council issue the email has been forwarded to Cllr Bill Bendyshe-Brown.

The Clerk is requested to contact Bucks County Cllr B Bendyshe-Brown, Wycombe District Cllr Clive Harriss and W.D.C. Head of Planning Penelope Tollitt to request an urgent update on the situation. **JM**

An email from the cricket club regarding fixture dates for access to the playing field

The cricket club has advised fixture dates and times and has requested permission to use the playing field. **RESOLVED:** That the gate will open for the cricket club on these dates. **JM**

An email from a resident requesting use of the playing field for a “Race for Life” on Sunday the 10th July 2016

A resident has requested permission for the older children at Longwick School to use the playing field during a “Race for Life”. The race will be marshalled and cones put in place around the edge of the Green. **RESOLVED:** That permission is granted to use the playing field on Sunday July 10th 2016 **JM**

9. THE LOCATION TO RE-SITE THE TWO PARISH COUNCIL NOTICE BOARDS

An email has been received requesting the Parish Council to re-site the two notice boards on the grass verge to enable a planning application that has been granted to progress. The owner

has agreed to pay the costs involved. Cllr Brian Richards proposed to site the notice boards on the grass verge adjacent to the village shop and the property known as Yew Tree Cottage. Seconded by Cllr Sally Whitworth. A vote was taken with 4 votes for the proposal and two against. Therefore the motion was carried.

The Clerk is requested to contact the resident of Yew Tree Cottage for their views. **JM**

10. THE PREFERRED PROJECT FOR THE LOCAL AREA FORUM BUDGET APPLICATION

For schemes to be delivered by Transport for Bucks, all proposals are to be submitted by **31 August 2016**. This will enable TFB to ensure their suitability and to have time to fully cost all the schemes submitted. TFB will work with each relevant local council to clarify full scheme costs and to ensure that proposals given to LAFs are precisely those desired by the parish council.

All present agreed to defer this agenda item to the next meeting to enable the options to be discussed with Bucks County Cllr B Bendy-she Brown.

11. A REPORT ON THE WYCOMBE DISTRICT COUNCIL LOCAL PLAN AND ACTIONS TO BE TAKEN

Cllr Val McPherson reported that W.D.C. Head of Planning Penelope Tollitt has sent her written apologies for not discussing the plans with the Parish Council. The Parish Council would like an explanation of how the possibility of 130 new homes has increased to 400 without any further infrastructure planned. The Clerk is requested to contact Penelope Tollitt to arrange a meeting with the Parish Council to enable her to explain the contents of the plan. A public meeting will be held in due course. **JM**

12. PLANNING APPLICATIONS

To consider New Planning Applications

16/06375/FUL:

Address: Land To North & Rear of The Old Pigeons Thame Road Longwick Buckinghamshire HP27 9SU

Proposal: Erection of two storey 5-bed detached dwelling with associated vehicular access and parking. **All present agreed** for Cllr Ian Walker to make a site visit and circulate a draft response to the other members for their consideration. **IW**

16/06682/CTREE

Address: Bank Farm Meadle Village Road Meadle Buckinghamshire HP17 9UD

Proposal: Remove 10 Plum Trees and "sucker copses" **The Parish Council will abide by the decision of the Arboriculturalist**

16/06084/FUL

Address: Chiltern Chestnut Way Longwick Buckinghamshire HP27 9SD

Proposal: Householder application for construction of single storey front and rear extensions and associated alterations (Alternative scheme to PP/15/06587/FUL)

All present agreed for Cllrs Ian Walker and Rolf van Apeldoorn to make a site visit and circulate a draft response to the other members for their consideration. **IW/RvA**

16/06623/FUL

Address: Malbaret Bar Lane Owlswick Buckinghamshire HP27 9RG

Proposal: Householder application for erection of 2 storey side extension **Page 895**

All present agreed to request an extension until after the next parish council meeting to enable the members to consider their comments. **The Clerk is requested to contact the Planning Officer to request an extension date.** JM

Notice of Planning Applications Approved

16/06086/CTR *Decision* Not to make a Tree Preservation Order
Address: Dock Farm Meadle Village Road Meadle Buckinghamshire HP17 9UD
Proposal: Selectively reduce and fell trees on site as set out in enclosed schedule.

16/05873/FUL *Decision* Application Permitted
Address: 14 Dorrells Road Longwick Buckinghamshire HP27 9SL
Proposal: Householder application for construction of first floor side extension and associated alterations

16/05852/FUL *Decision* Application Permitted
Address: 5 Lower Icknield Way Longwick Buckinghamshire HP27 9RZ
Proposal: Householder application for construction of part two storey, part single storey front/side extension (alternative scheme to pp 16/05232/FUL)

14/06965/OUT *Decision* Appeal Allowed
Address: OS Parcel 9166 Boxer Road & OS Parcel 6576 Walnut Tree Lane, Barn Road Longwick Buckinghamshire
Proposal: Outline application (Including details of access) for residential development of up to 160 dwellings with vehicle access from Boxer Road/Barn Road, pedestrian and cycle access to Walnut Tree Lane, parking, public open space with play facilities and landscaping.

To receive Notice of Applications Refused

None

To receive Notice of Applications Withdrawn

None.

13. AGENDA ITEMS FOR THE NEXT MEETING.

To receive an update on the footpath closure at the Wellington House Development
To discuss and decide whether to take part in a promotional evening in the Village Hall on the 9th September.
To discuss and decide the preferred project for the Local Area Forum budget

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

Cllr Val McPherson 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 preferred supplier for the playground equipment. A vote was taken and **all present agreed.**

15. NEXT MEETING

The next meeting of the Parish Council will take place on Tuesday 19th July 2016 in Longwick Village Hall at 7.30 pm. There being no further business to discuss the Meeting closed at 9.40pm.

Chairman..... Date.....**Page 896**

INSPECTION 24/06/16**LOCATION: Longwick Playing Field****Defects
Yes/No****Category****Level
of Risk**

		Defects Yes/No	Category	Level of Risk
Surfaces: Paths	Good			No
Grass	OK			No
Pi Seats	Generally OK			No
Bins	Good			No
Play Area	See separate report			No
Skate Ramp & Shelter	Large crack on concrete surface, may benefit from some preventative work - no change	Yes	3	Low
Aerial Runway	OK			No
Goal Posts	Good			No
Gate	Good			No
Fencing	Good			No
Boundaries	OK			No
General Comments				

Agenda Item No 6

July	s/o	July salaries	321.97		321.97
July	s/o	BCC Local Government pension scheme	101.60		101.60
July	s/o	PRTC Maintenance duties 4/10	300.00	60.00	360.00
July	s/o	K Dobson- Risk assessment June	15.50		15.50
July	263	Thomas Regeneration - professional services	490.00	98.00	608.70
July	264	Mileage claim re Neighbourhood Plan	71.10		71.10
July	265	PRTC - grass cutting	250.00	50.00	300.00
July	266	TBS Hygiene Ltd - 4/3-27/5	257.40	51.48	308.88
July	267	WDC annual play area inspection	60.00	12.00	72.00
July	268	Mh-p annual website hosting 30/7/16-29/7/16/ updating Plan	750.00	150.00	900.00

Council inspection report form – play areas

Date 24/06/16

Inspectors name: Keith Dobson

Site inspected: Longwick Play Area

Item or area	Specific item/location	Defects Yes/no	Category
Stability and condition of frames		No	
Fittings and fixings – present and secure?		No	
Guard rails and other safety features		No	
Sharp edges or other protrusions?		No	
Working of moving parts		No	
Swing seats, chains and shackles		No	
Slide surface		No	
Base plate or spring items secure?		No	
Seats		No	
Fencing and gate		No	
Debris (broken glass, litter, etc)		No	
Surfaces (under equipment and elsewhere)		No	
Notice and warning signs – presence and condition		No	

CATEGORY OF DEFECT & RESPONSE TIMES

- Category 1 – Safety defect within 24 hours
- Category 2 – Maintenance defect within 14 days
- Category 3 – Maintenance defect with 26 weeks

LONGWICK MISCELLANEOUS AREAS AND ITEMS**Level of Risk**

Ilmer Green	Good			No
Ilmer Bench	Good			No
Longwick shop notice board	Good			No
Longwick War Memorial	Becoming overgrown	Yes	3	Low
Owlswick Chapel Bench	OK			No

Local Plan 2032 Preferred Options Consultation June 2016 will be available for you to view and comment between the following dates:

Start date: 27/06/16 17:00

End date: 19/08/16 17:00

Please select the following link to view this event:

<https://consult.southandvale.gov.uk/portal/south/planning/pol/poj2016/poj2016>

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I have a number of questions and seeking some advice regarding Longwick Planning. I would be grateful if you could have a look through these notes and advise how it can be approached or if I should contact a councillor to discuss my concerns.

Today I visited the Lane End High Wycombe Local Plan presentation, discussed the general proposals and Longwick in particular.

I spent some time with Rosie from Planning reviewing the Rose Farm Plan, as we have some specific issues regarding the drawn boundaries.

Planning department are keen to obtain feed back on the level of housing for the Rose Farm site particularly following the approval of the 160 houses on the Barn Road site. Particularly considering the Neighbourhood plan and the Village Capacity study did not recommend this larger development.

A few points that I would appreciate assistance advice on:-

- The Rose Farm 16/006673 consultation closes on 4th August so only 3 weeks for residents to respond to this major development.
- A planning notice has not been displayed at the site and Neighbours have not yet received the planning notice, so probably most local residents are not aware of the planning application. I discussed this at the planning meeting today and was advised to contact Charles Power who is the Planning Officer and currently awaiting a reply.
- As this level of housing has a significant implication on the Village as a whole. Is there a need to communicate to as many Villagers as possible perhaps via the email database?
- Will this Planning Application be discussed at the next Parish Council meeting on July 19th and would it be appropriate for residents to attend and perhaps contribute?
- Do we need to coordinate a response to this planning application?

The Residents mainly affected are those in Walnut Tree Lane, Orchard Close, Dorrells Road, Walnut Crescent, Meadow Drive and parts of Thame Road.

If letters are not circulated from planning dept, or affected residents require other information I can circulate these as required

Dear Local Area Forum members,

As you know, the Local Area Forum will begin to discuss possible projects and activities to support in 2017/18 during the autumn round of meetings.

We are keen to support LAFs to make the best use of the available funding, and to provide LAF members with sufficient information and time to consider the options available.

Transport Related Schemes

For schemes to be delivered by TfB, we need all proposals to be submitted by **31 August 2016**. This will enable us to ensure their suitability and then for TfB to have time to fully cost all schemes, and also to work with each relevant local council to clarify full scheme costs and to ensure that proposals given to LAFs are precisely those desired by the town or parish council.

This year, all TfB related proposals will need to be submitted using the TfB schemes application form, which is available here, at the bottom of the page: <http://www.buckscc.gov.uk/community/local-areas/area-plans-and-local-working/local-area-plans/funding/> . Please ensure that you complete the form as fully as you can; do contact us if you have any queries.

A minimum 50% match funding contribution from a source other than the County Council is required for the following types of schemes, which are not a priority for the County Council's transport budget:

- Traffic calming schemes, including permanent and mobile Vehicle Access Signs
- Parking schemes

Non-TfB Schemes

A separate form is provided on the same page for non-TfB schemes. Non-TfB schemes need to be submitted by **Monday 14 November**.

Please remember that local area budget projects must address a local area priority and a County Council priority. Do contact us with any thoughts or suggestions before filling a form in, to check what plans may already be in place for your area.

I have also attached for your information and help the most recent guide to funding for Buckinghamshire organisations.

Finally, please send all messages, replies and forms to us via localities@buckscc.gov.uk to ensure the quickest response,

LONGWICK VILLAGE HALL OPEN EVENING

FRIDAY 9TH SEPTEMBER

7.30PM - 9.30PM

Dear Village Hall User Group -

We, the Committee of Longwick Village Hall are planning an open evening even to really showcase our wonderful hall and let our surrounding residents know what activities and events the hall is being used for.

We would really like each user group to help us with this by setting up a small display and having some members available to talk to people about what they do.

This can be set up in any way you would like but some ideas are listed below.

- Photo display of what you do
- Demonstrations
- Activity which people could take part in
- Flyers/brochures etc

There will be refreshments available on the evening.

Please could you let me know if you would be willing to participate in this event and if you need any assistance with your display/demonstration.

Please do join us if you can, it should be a really fun evening and a great way to spread the word about what is on offer in our village.

Please do not hesitate to call me if you have any question.

Many Thanks

Sam Lacey

Committee member and Longwick Preschool Manager

01844 217899

**16/06723/FUL Land Adjoining Saddleback Barn Chadwell Hill Farm Lower Icknield Way
Longwick Buckinghamshire HP27 9RL
Erection of single storey round chapel**

**16/06623/FUL Malberet Bar Lane Owlswick Buckinghamshire HP27 9RG
Householder application for erection of two storey side extension**

**16/06787/TPO 5 Woodbine Close Longwick Buckinghamshire HP27 9ES
Thin / reduce the canopy of T1 Ash by 15% by removing up to 2 metres of apical and
lateral growth, with cuts not exceeding 100mm, crown lift to approximately 4 metres
from ground level by removing secondary laterals to balance crown.**

**16/06673/OUT Land to the South of Rose Farm Thame Road Longwick Buckinghamshire HP27
9SW
Outline application (including details of access) for the removal of existing buildings and
construction of 65 dwellings with access from Thame Road, creation of pedestrian and cycle
access to Walnut Tree Lane, public open space and landscaping**

**16/06732/OUT Crownridge Longwick Road Longwick Buckinghamshire HP27 9RX
Outline application (including details of layout and access) for the erection of 2 x 3 bed & 2 x 4
bed detached two-storey dwellings together with creation of new access, parking and amenity
space.**