

**LONGWICK-CUM-ILMER PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 15th SEPTEMBER 2015 AT 7.45 PM
IN LONGWICK VILLAGE HALL**

PRESENT

Clr Mrs Valerie McPherson BEM (Chairman)
Cllrs Ian Walker, Jane Rogers, Rolf van Apeldoorn, Graham Walters, and Brian Richards
Clerk Mrs Susanne Griffiths
Clerical Assistant Mrs Jayne Mylchreest
County Cllr. B Bendyshe-Brown
No members of the public

1/APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Sally Whitworth

2/ MINUTES

The Minutes of the previous meeting of the Parish Council on the 21st July 2015 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. Cllrs Jane Rogers and Ian Walker declared an interest in Agenda item No 11.

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

Clr Bill Bendyshe-Brown reported the following:-

The resurfacing of the footpath and ditch clearance works, between the Scout Hut and Dorrells Road, has been completed and the footpath has been reopened. He has visited the site during the course of the works and noticed that there were some further defective areas of surfacing to the schools main access road and car park, and as there was some surplus money within the allocated budget he has have managed to liaise with the school and have these issues addressed at the same time.

The Vehicle Activation Sign application has been made and is being assessed by the Local Area Forum.

Clr B Bendyshe-Brown has requested the Councillors to report any work they would like to be done over the winter months by the TFB team. The members requested the following: -

The hedge adjoining the scout path – Blenheim Close needs reducing in height to aid visibility

The roundabout on the Thame Road by the garage needs tidying. A temporary road sign needs to be removed. The hazard signs need to be replaced.

The footways require siding out

The hedges/trees in Summerleys Road are obscuring the 30mph sign. The Clerk is requested to send a hedge cutting notice

SG

5/ MATTERS ARISING NOT OTHERWISE ON THE AGENDA

Right to Buy Policy/Rural Exception Scheme:-

Email received from WDC in response to our letter advising of the criteria they have in order to offer a local authority home to applicants

Warden Housing advised that they were taken over by the Home Group and that they abide by the criteria as advised by WDC above

6 /FINANCE

A/ Payments

s/o	Grass cutting	PRTC - July	300.00	60.00	360.00
s/o	Salaries	August salaries	441.75		441.75
s/o	Risk Assessment	K Dobson - July	15.30		15.30
209	Dog waste and litter bins	TBS Hygiene Ltd - August 2014 invoice not received	257.40	51.48	308.88
210	Audit Fee	Mazars - external audit year ended 31/3/2015	100.00	20.00	120.00
211	Dog waste and litter bins	TBS Hygiene Ltd - New litter bin lid Aug 14 invoice not received	122.44	24.48	146.92
212	NP	John Wright - stationery supplies re Neighbourhood Plan	57.60	11.52	69.12
213	NP	John Wright - stationery supplies re Neighbourhood Plan	347.60	30.92	378.52
s/o	Grass cutting	PRTC - Aug	300.00	60.00	360.00
s/o	Salaries	Sep Salaries	441.75		441.75
s/o	Risk Assessment	K Dobson Aug	15.30		15.30
215	Play area	Stocksigns - age restriction sign	57.56	11.51	69.07

B/ Receipts - £ nil

C/ Bank Balance £ 23,813.91 (allowing for the above cheques)

The income for August and the expenditure for August and September was examined by the Council. **All present agreed** that the necessary cheques be 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.

7/ CAPITAL ITEMS AND COMMUNITY FACILITIES

A. Playing Field

There were no medium or high risk issues highlighted in the Risk Inspection Report for July 2015. The report for August highlighted a Category 1 High Risk issue - Offensive graffiti on the rear side of the ramp. This was removed immediately.

B/ Children's play area

There were no medium or high risk issues highlighted in the Risk Inspection Report for July and August 2015.

8/ ROADS, VERGES AND RIGHTS OF WAY

The Parish Council discussed the merits and problems associated with accepting Devolved Services from BCC for the maintenance of the verges and some rights of way footpaths

The Clerk informed the members that to comply with the existing contract with B.C.C. for devolved services, six months' notice is required to terminate the contract for the next financial year which is

due on the 1st October 2015 if the Parish Council wishes to do so. The funding available to undertake the devolved services from B.C.C. next year is reduced to £3102.14 as it is the County's intention to reduce the grass cutting to four cuts per year. The Parish Council would need to include a figure in the budget for 2016-2017 to supplement the income received from BCC if it wished to continue providing the higher number of cuts for the parish as received this year. Cllr B Richards proposed to continue with Devolved Services for the next financial year and review the situation again in September 2016. Seconded by Cllr V McPherson. **All present agreed.**

The Clerk is requested to contact the relevant authorities to report:-

The 30mph. Sign at the Longwick end of Owlswick is obscured by overgrown hedges.

Bridle Path No 14 on Green Lane is blocked by brambles and fly tipping

The lay-by on Thame Road still has not been cleared, as previously reported, and more waste has been dumped.

The sign fingerposts need to be realigned on Bar Lane at the Owlswick end and at Little Meadle/Owlswick/Stockwell Lane.

The Clerk is requested to send a hedge cutting notice to Maplesfield Owlswick Lane. **SG**

9. CORRESPONDENCE

A letter has been received from Wycombe District Council regarding the Gambling Act 2005

The Council published its Statement of Licensing Policy in relation to the licensing of gambling activities as required by the Gambling Act 2005. The policy has to be reviewed at least every 3 years. WDC is required to consult with specific statutory bodies and those that may be affected or have an interest. The policy is available to consider on the WDC website or can be obtained in person from the WDC offices. Deadline for comments is 27/10/2015 **Noted**

An email has been received from a resident regarding trees overhanging his property

The resident is concerned that trees belonging to the Parish Council are overhanging his boundary. All present agreed to discuss these trees under agenda item 12.

An email has been received from Wycombe District Council concerning Devolved Services 2016/2020

All present agreed to discuss and decide on whether to accept the site specific contracts at the next meeting when the members have been able to study the contracts and make an informed decision. **SG**

An email has been received from a resident for permission for Bouncy Castle 9th July 2016

Permission is being sought to use the playing field for bouncy castle giant genga, children's games, ice cream van etc **All present agreed** to the request to use the playing field for a bouncy castle etc. subject to the risk assessments and a copy of the various company's public liability insurance being provided in advance. **JM**

An email has been received from the website hosts advising of a change of terms and conditions

All present agreed to defer this correspondence until the next meeting when the members have been able to study the e-mail and make an informed decision.

A letter has been received from a resident regarding the playground

The resident has requested that the play equipment be upgraded to make it more attractive to the children in the village. The Clerk is requested to write to Andy Sherwood at Wycombe District Council to ask if any funding or grants are available. **All present agreed** for Cllr Brian Richards agreed to contact the school to ask the children for ideas on the type of equipment that they may like.

BR/SG

10. A REPORT FROM THE STEERING GROUP ON THE NEIGHBOURHOOD PLAN

Please see appendix 1 for the minutes of the Steering Group meeting on the 11th August 2015.

11. DONATION TO THE VILLAGE HALL IF THEY DECIDE TO INSTALL A DEFIBRILLATOR

Cllr Jane Rogers informed the members that the Village Hall is considering the possibility of installing a defibrillator on the outside of the Village Hall for community use. If they decide to go ahead they would need to ask for donations and fund raise. The Village Hall would like to know if the Parish Council would support this suggestion and if so, would they consider making a donation should they decide to go ahead. Cllrs Jane Rogers and Ian Walker declared an interest in this item and took no further part in the discussion. Cllr Brian Richards proposed to match the Village Hall's donation up to a maximum of £250.00. Seconded by Cllr Val Mcpherson. A vote was taken and the motion passed.

12. A REPORT FROM THE TREE SURVEY WORKING GROUP

Further to the recommendations of the Tree Survey Report 2015 by Wycombe District Council Cllrs Rolf van Apeldoorn and Ian Walker identified the major actions that they considered necessary. Cllr Rolf van Apeldoorn proposed to fell :-

- 1) Plum tree covered in ivy
- 2) Ash tree in the ditch (leaning against the rear fence of resident's property)
- 3) Ivy covered sycamore partially in the ditch and leaning against previous tree
- 4) Plum tree covered in ivy
- 5) Lime tree in a group of 3 trees
- 6) Larch tree in copse near Scout HQ

Seconded by Cllr Ian Walker

Cllr Graham Walters counter proposed the felling of 3 of the trees below immediately as per recommendation from the Arboriculturalist and the remaining work to be carried out in March 2016.

- 2) Ash tree in the ditch (leaning against the rear fence of resident's property)
- 3) Ivy covered sycamore partially in the ditch and leaning against previous tree
- 6) Larch tree in copse near Scout HQ.

Seconded by Cllr Jane Rogers

A vote was taken on the counter proposal and the motion carried.

SG

13. A REVIEW OF THE STANDING ORDERS

Cllr Val McPherson proposed that the Parish Council adopt the updated version of the standing orders as attached. Seconded by Cllr Brian Richards. **All present agreed.**

SG

14. THE EXTERNAL AUDITORS CERTIFICATE AND OPINION ON THE AUDIT OF THE ANNUAL RETURN YEAR ENDED 31ST MARCH 2015

The Auditors Certificate for the Annual Return year ended 31st March 2015 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.

15. PLANNING APPLICATIONS

To consider New Planning Applications

15/06638/MINAMD

Address: Bracknell Lower Icknield Way Longwick Buckinghamshire HP27 9RZ

Proposal: Proposed non-material amendment to permission for Householder application for construction of single storey side infill extension and associated external alterations granted under

14/08030/FUL. Noted.

15/06678/CLP

Address: Armour Farm Stockwell Lane Little Meadle Buckinghamshire HP17 9UG

Proposal: Certificate of lawfulness for proposed construction of detached stable block with store.
Noted

15/07008/OUT

Address : OS Parcel 9166 Boxer Road Longwick Buckinghamshire

Proposal: Outline application (Including details of access) for residential development of up to 50 dwellings including up to 40% affordable housing) with vehicle access from Boxer Road/Barn Road, surface water flood mitigation and attenuation, public open space with play facilities and landscaping.

The Parish Council has the following objections due to the following reasons: - The application does not conform to the emerging Longwick-cum-Ilmer Parish Neighbourhood Plan which itself derives heavily from the Wycombe District Council Longwick Village Capacity Study 2015. The consultation response on the Draft Neighbourhood Plan showed majority support for the proposals and principles contained therein. The Submission Version is about to be published, so the Plan is gaining weight.

The application site does not include the proposed open space to the west of the Village Hall, shown as "OS2" in the Draft Neighbourhood Plan. To conform with the emerging Neighbourhood Plan, the housing development site and the proposed OS2 land need to come forward together.

The development would increase traffic and risk to road safety, concentrated through one access route. No improvements to the junctions at each end of Chestnut Way are proposed. The development would not be sustainable until a bus service in perpetuity has been secured.

The development would not provide a direct safe cycle route to the Princes Risborough rail station and whilst contributions to a shared footway/cycleway along Longwick Road are mentioned, there is no evidence that there is sufficient highway land available to provide this.

The existing sewage/drainage system cannot cope with any additional development and no improvements have yet been secured.

15/07209/OUT

Address: OS Parcel 4446 Longwick Road Buckinghamshire

Proposal: Outline application (including details of access) for the erection of 9 dwellings including access, parking and garaging with ancillary works with all other matters reserved

The Parish Council has the following objections due to the following reasons :- The application does not conform to the emerging Longwick-cum-Ilmer Parish Neighbourhood Plan which itself derives heavily from the Wycombe District Council Longwick Village Capacity Study 2015. The consultation response on the Draft Neighbourhood Plan showed majority support for the proposals and principles contained therein. The Submission Version is about to be published, so the Plan is gaining weight.

The site is located outside of the current village boundary within the green space between Princes Risborough and Longwick. This is an important buffer to prevent the coalescence of the two settlements which would be diminished by this development.

The development would increase traffic and risk to road safety. The local road network is not designed to accommodate the level of development in the local area, particularly the roundabout which adjoins the proposed site. The development would not be sustainable until a bus service in perpetuity has been secured.

The development would not provide a direct safe cycle route to the Princes Risborough rail station.

The existing sewage/drainage system cannot cope with any additional development and no improvements have yet been secured.

15/07389/FUL

Address: Land Adjacent to : Home Farm Thame Road Longwick Buckinghamshire HP27 9SW

Proposal: Demolition of existing buildings & removal of existing manege and erection of 2 x 3 bed detached dwellings with detached garages and 1 x 4 bed detached dwelling with associated works, access and landscaping. The Clerk is requested to contact the Planning Officer to request an extension date for the comments to be submitted until after the next Parish Council meeting to allow the members to make a site visit.

SG

15/07444/FUL

Address: Lyndale Stockwell Lane Meadle Buckinghamshire HP17 9UD

Proposal: Householder application for construction of roof extensions/alterations including 3 x front dormer windows, construction of single storey rear extension, new roof terrace to rear and associated external alterations. **The Parish Council has no objections to this application.**

15/07508/FUL

Address: Old Oaks Thame Road Longwick Buckinghamshire HP27 9SW

Proposal: Application for removal of existing accommodation previously permitted by **12/06020/CLP** & erection of detached replacement building for ancillary residential purposes. The Clerk is requested to contact the Planning Officer to request an extension date for the comments to be submitted until after the next Parish Council meeting to allow the members to make a site visit.

Notice of Planning Applications Approved

15/06638/MINAMD

Address: Bracknell Lower Icknield Way Longwick Buckinghamshire HP27 9RZ

Proposal: Proposed non-material amendment to permission for Householder application for construction of single storey side infill extension and associated external alterations granted under 14/08030/FUL.

15/06587/FUL: *Decision* Application Permitted

Address: Chiltern Chestnut Way Longwick Buckinghamshire Bucks HP27 9SD

Proposal: Householder application for construction of single storey front and rear extensions and associated alterations

15/06893/FUL *Decision* Application Permitted

Address : 3 Woodbine Close Longwick Buckinghamshire HP27 9ES

Proposal : Householder application for erection of detached single storey garden studio to rear with decking to front

15/06930/FUL *Decision* Application Permitted

Address: St Peters Chapel Owlswick Buckinghamshire HP27 9RH

Proposal: Erection of detached dry composting toilet, reconstruction and extension of path and installation of hand rail

TPO/21/2015 *Decision* To Make a Tree Preservation Order

Address: Beech Tree on land at Ilmer Lane Ilmer Buckinghamshire HP27 9RD

NOTES OF THE LONGWICK-CUM-ILMER PARISH NEIGHBOURHOOD PLAN STEERING GROUP MEETING, 11th August 2015, Longwick

Steering Group: - Cllr Val McPherson, Cllr Brian Richards, Cllr Sally Whitworth, Janet Marsh, Tony Bravery and Graham Bucknell.

Also attending: - Rosie Brake (WDC) and Cllr Graham Walters (Liaison Officer). Apologies: - Louise Thomas (TDRC)

Item	Notes	Action
1.	<p>Review of Action since last meeting</p> <ul style="list-style-type: none"> ● Comments of the Environment Agency on the SE/SEA were incorporated and circulated to Steering Group (RB) ● All the changes agreed at the last meeting were incorporated in to the Draft Plan (LT) ● The agreed Questionnaire was set up online, print copies ordered (LT) ● Service of documents and set-up of new page on Parish website arranged (GW) ● Steering Group and Parish Councillors distributed the printed leaflet/questionnaires ● Printed copies of Draft Plan deposited in various locations ● Ballot box sited in Post Office for written questionnaire responses ● Draft Plan consultation ran from 8th June to 21st July; Exhibition held 25th to 27th June ● Reports circulated of the Online response (GW) and the Printed response (TB) ● Summary Report created from aggregating the two responses in one (GW) ● Following quotes obtained by BR, noise assessment survey commissioned (RB) ● Health Check of Draft NP commissioned, via NPIERS (RB) ● GW to summarise the comments received from residents through email ● GB to summarise the additional comments received with the questionnaires 	<p style="text-align: right;">GW GB</p>
2.	<p>Consultation Response</p> <ul style="list-style-type: none"> ● Suggested and agreed that Steering Group would meet again to consider the substantive responses and issues arising, following technical appraisal and recommendations from WDC and LT. These would be presented in tabular form, for ease of reference and subsequent inclusion in the Consultation Statement (which would be published alongside the Submission Version of the Plan). ● Progress could be made in recommendations on many responses in short term, but awaiting the noise assessment and Health Check reports would delay next meeting. 	<p style="text-align: right;">LT, RB RB</p>

Item	Notes	Action
	Revised schedule to be circulated.	
3.	Particular Issues	
	<ul style="list-style-type: none"> ● WDC Conservation Officer to be consulted regarding comments by Historic England 	RB
	<ul style="list-style-type: none"> ● GW to write to Network Rail explaining that planning application process still applies 	GW
	<ul style="list-style-type: none"> ● All to consider the policy suggested by Thames Water 	
	<ul style="list-style-type: none"> ● WDC to advise on report presented by JM, regarding upgrading infrastructure costs 	
	<ul style="list-style-type: none"> ● WDC to consider and advise further on the comments made on L1, OS1, L2, OS2 	RB
		RB
4.	Advice on the Referendum process	
	<ul style="list-style-type: none"> ● WDC Electoral Services Manager to be invited to attend 20 October PC meeting 	SG - PC Clerk
5.	Next Meeting	
	<ul style="list-style-type: none"> ● Thursday 17th September, Longwick School, 19:45 	