

**LANE END PARISH COUNCIL
MINUTES OF THE FULL PARISH COUNCIL MEETING
Held on Monday 5th December 2016 at 19.30pm in the Sycamore Room of the Lane End Village Hall**

ATTENDANCE: Councillors Detsiny, Dunning, Coulter, Hunt, King, Nolan, Osborn, Sarney, Stewart and Wright.

DISTRICT COUNCILLOR: Apologises accepted.

CLERK: Hayley Glasgow, Acting Clerk Deirdre Hansen.

MEMBERS OF THE PUBLIC: 3

<p>1) To Co-opt a Councillor and to sign the Declaration of Acceptance Councillor Tim Nolan was duly co-opted.</p> <p>2) Apologies for absence Cllr Harries.</p> <p>3) Declarations of any personal or prejudicial interests None.</p> <p style="text-align: center;">MEETING CLOSED FOR PUBLIC QUESTIONS MEETING RE-OPEN</p> <p>A parishioner raised concerns that two letters had been sent to the Mole and Picket Charity. However, neither request has been replied to. The Parishioner will write yet again!</p> <p>4) Minutes - Approval of the Full Parish Council Meeting on 7th November 2016 Council approved the minutes.</p> <p style="padding-left: 40px;">Approval of the Closed Session Minutes on 7th November 2016 Council approved the minutes.</p> <p>5) Matters Arising Council will need to request the S106 funds from WDC early in 2017.</p> <p>The Clerk has, several times reported the overgrown hedges on Bolter End Lane to TFB but as yet has not received a response. The Clerk will continue to chase this. Council thanked Cllr Hunt for organising an extremely well attended Christmas in the Village event. Those who helped to organise the event and helped on the evening were also thanked.</p> <p>Cllr Coulter reported that WDC has agreed that they would informally consult LEPC regarding the proposed changes to footpath 25.</p> <p>Cllr Coulter reported that Council agreed in closed session to progress a contract for the redevelopment of the MUGA. This is subject to planning permission. The Clerk, Cllrs Coulter and Stewart are of the view that Council do not need to consult our Solicitors with regard to proof reading the contract. The contract appears to be quite straight forward and follows standard practice.</p> <p>6) Finance -</p> <p style="padding-left: 20px;">i) Approval of payment of Accounts for December 2016 Council approved the payments.</p> <p style="padding-left: 20px;">ii) Proposed draft budget & Precept 2017/18 Cllr Coulter presented the initial draft budget. Councillors should contact Cllr Coulter with any questions/suggestions. A final budget and precept will be presented at the January meeting.</p> <p style="padding-left: 20px;">iii) Review of Financial Regulations Council adopted the updated financial regulations.</p> <p style="padding-left: 20px;">v) Donation request – M40 Group Council received a request for a donation from the M40 Group. Council agreed a donation of £500 and thanked the M40 Group for their continual great work.</p>	<p>50/16</p> <p>Action – Clerk</p> <p>Action – Clerk</p> <p>Action – Cllr Coulter</p> <p>Action – All</p> <p>Action – Clerk</p>
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<p>7) Lane End Playing Fields Cllr Coulter reported that the tenders for the clubhouse will be discussed in closed session. The planning application for the MUGA is on the agenda under planning. There has been an objection made from WDC Environmental Services about noise and light pollution. Cllr Coulter suggested he speak with the case officer to alleviate any concerns.</p> <p>8) Oak tree – Cadmore End Cadmore End School contacted the Clerk with concerns about a dangerous tree opposite the school. The Clerk contacted Pete Whipp to assess the tree. It was reported that:</p> <p>The lowest branch on this tree is a large, fairly horizontal one growing out over the path and has a sizable old branch scar near its base, presumably resulting from a smaller branch splitting out in the past. The resulting cavity is clearly a potential point of entry for rot but none is visible from the ground. The branch is apparently alive and well, being still in leaf at the time of the site visit, but there is some evidence of die-back in the smaller twig ends - this in itself is not necessarily a sign of a problem but the proportion of this small dead material seems to be higher on this branch than on the rest of the tree as a whole. Given the situation of this branch by an obviously well used path it may be prudent to consider undertaking some remedial action to reduce the chances of a future safety issue.</p> <p>Additionally, there is also a veteran oak nearer the road & right next to the other path across the Common has some deadwood in the canopy; there is a large dead branch growing across the path & a smaller dead branch end over the path. It would be prudent to remove both of these from a safety view point. It would also make it easier to reassess this tree in the future for further die-back - this is a very old tree, with evidence of metal in the base (where the tree has grown round it) plus a fungal fruiting body on the trunk which had degraded beyond the point where it was able to be identified, and will need regular monitoring.</p> <p>Even though these are only dead branches recent changes in the legislation would require permission to be sought if the trees are protected.</p> <p>Council agreed that Pete Whipp should submit an application to WDC for minimal works to be carried out on both trees in order to make them safe.</p>	<p style="text-align: right;">51/16 Action – Cllr Coulter</p> <p style="text-align: right;">Action – Clerk</p>
<p>9) Allotments Cllr Wright and Harries have been doing work on the plotting of the allotments at Sandyfields. A request has been received for Council to supply a skip.</p> <p>In the past Council has not supplied skips for allotments. It was suggested that a skip will be required in the Spring. Council will look at this suggestion again in March 2017.</p> <p>There have been a few issues with non-allotment holders wandering around the allotment site at Chalky Fields. It has been asked if Council would put a sign on the gate stating 'No Trespassing, Allotment Holders Only'. To purchase 3 metal A4 signs the cost would be £17.50 per sign plus VAT plus delivery. Council agreed to purchase three signs. One sign for each allotment site.</p>	<p style="text-align: right;">Action – Clerk</p>
<p>10) Clerk's report</p> <ol style="list-style-type: none"> i. Council received a request to install a time switch for the light on Ditchfield Common and the lights on Church Road. The lights would be timed. For example, they would go off at 11pm and go back on at 5am for a few hours. The cost to carry out the changing of the 14 lights in Church Road and the 1 light in Church Path, will be £1018.35 ex VAT for the 15 lights to be converted from all night to part-night lighting. Council understand that not all Parishioners would want the time switch to be fitted and felt the cost was too great to justify. ii. At the previous meeting a query was raised about a un-mowed patch on Moorend Common. Katy Dunn advised there's a patch on Middle Meadow and South Meadow unmown. These are a kind of 'control' - set-aside areas so that we can see what happens in those areas when they're not mown and also to leave a safe harbour for animals and insects during and after the mowing. The set-aside area moves around each year. iii. Council has received a letter regarding the broken tree branch near Forge Cottage, Frieth. The tree branch was reported as hanging over an electricity cable. The Clerk arranged for Pete Whipp to assess the tree. It was reported to the utility company who removed the branch the same day. No damage to Forge Cottage was reported. Council has received a 	<p style="text-align: right;">Action - Clerk</p>

letter from the owner for Forge Cottage Solicitors claiming damages to the property from a falling branch. This has been passed to the Parish Councils insurance company.

- iv. Council received a further letter regarding the accident that happened at Lane End Playing Fields on 11/07/2013. The Claim was regarding a teenager who claimed to hurt himself on a goal post which was left lying on the ground on the boundary of the playing fields. The Clerk has passed the letter to the Parish Councils Insurance Company.
- v. A car has driven around the playing fields churning up the grass. Unfortunately this meant the football team couldn't play a few matches. The Police advised that the vehicle responsible has been identified. They know the registration, make and model of the car. A witness describes seeing 5-6 young teenagers driving the car around the field. The Police have found the vehicle parked up unattended in Marlow so we have now seized it. The Police have asked if the Parish Council would be prepared to press charges and complete a witness statement regarding the damaged caused. Cllr Detsiny has confirmed he is happy to do this.
- vi. Land Registry has now completed all necessary paperwork for The Orchards. The additional piece of land which was omitted from the original registration now confirms the inclusion of the plot of land in the PC's title.

Action – Cllr Detsiny

11) Invitations to Meetings, Correspondence & Reports received

Council noted the report.

12) Matters raised by Councillors

Cllr Dunning reported that the Grays Dormer sign which is attached to the Hobbs Road sign has fallen off. The Clerk will report this.
Council were disappointed to learn there was an attempted robbery at Londis, Edmonds Parade.

Action – Clerk

13) Planning: To consider new applications and receive Wycombe District Council Decisions and Appeals

Action – Clerk

New Applications

<u>16/07991/FUL</u>	Maryland Cottage High Street Lane End	Householder application for alterations to bay windows on front elevation, installation of porch over front door, installation of roof light on rear elevation, construction of two storey rear extension, new timber framed garage building to rear of property and new entrance gates (amended scheme to pp 16/05468/FUL) (part retrospective). No objection to the house extension. Objection to the garage as this is overdeveloped.
<u>16/08051/CTREE</u>	Holy Trinity Church Church Path Lane End	Fell one Ash tree (T1) due to possible disease & dieback. Refer to tree specialist.
<u>16/07922/FUL</u>	April Cottage Moor Common Lane End	Householder application for replacement of 4 existing dormers, addition of 1 x additional roof light and new window in gable end. No objection.
<u>16/07869/FUL</u>	Lane End Playing Fields The Row Lane End	Installation of an artificial grass area as a multi-use games area (MUGA) with a 3M high fenced enclosure and 4 x 8M high flood lights (one in each corner of the MUGA) to replace existing tennis courts and play area of Lane End Playing Fields & creation of bund. Council will submit a letter of support. To be drafted by Cllrs Coulter and Stewart.
<u>16/07750/PNP30</u>	Estate Office Chequers Manor Farm Chequers Lane Cadmore End	Prior notification application (Part 3, Class O) for change of use of existing building falling within Class B1(a) (offices) to Class C3 (dwellinghouses) to create 1 x 1 bed residential unit. No objection.

<u>16/07749/PNP3R</u>	Rackleys Farm Marlow Road Cadmore End	Prior Notification (Part 3, Class R) for change of use of two existing detached buildings (Barn A & B) from Agricultural use to use class D2 (assembly and leisure). The application lacks information and is very vague. Council would like further information to determine the application.
<u>16/07732/FUL</u>	15 Oakwood Place Lane End	Householder application for construction of single storey side and rear glass extension. No objection.
<u>16/07724/FUL</u>	Kirkwood Cadmore End	Erection of 1 x 4 bed detached dwelling with basement area & detached garage to front - alternative scheme 14/06426/FUL (Garage) and 11/07147/FUL (Dwelling) (Part retrospective). No objection.
<u>16/07707/FUL</u>	The Peacock Bolter End Lane Bolter End	Change of use from Public House (Use Class A4) to residential (Use Class C3) comprising 1 x 3 bed and 3 x 2 bed flats with associated alteration and alterations to existing access and parking. No objection.

Council closed the meeting at 20.27.

Closed Session: *In accordance with LGA 1972, ss 100 and Public Bodies (Admission to meetings) Act 1960*

14) Lane End Playing Fields - Pavilion Tender Submissions

NEXT MEETING: To confirm the next Parish Council Meeting will be held on Tuesday 10th January 2017 in Cadmore End Village Hall.

There being no further business the Chairman closed the meeting 20.52.

Signed..... (Chair)

Dated.....