

**LANE END PARISH COUNCIL
MINUTES OF THE FULL PARISH COUNCIL MEETING ON
ON MONDAY 15th JANUARY 2018 AT 7.30 pm IN THE PAVILION AT LANE END
PLAYING FIELDS**

ATTENDANCE: Cllrs Detsiny – Chairman, Coulter, Dunning, Harries, Hunt, King, Nolan, Osborn, Sarney, and Wright.

CLERK: Mrs Hayley Glasgow

MEMBERS OF THE PUBLIC: 5

<p>1) Apologies for absence Cllr Stewart.</p> <p>2) Declarations of any personal or prejudicial interests Cllr Wright declared an interest in agenda item – Lane adjoining 39 Beech Avenue. Cllr Osborn declared an interest in agenda item – Proposed signage for Ditchfield Common.</p> <p style="text-align: center;">MEETING CLOSED FOR PUBLIC QUESTIONS</p> <p>A Parishioner raised concerns regarding anti-social behavior in and around Clayton Road. Cllrs Coulter, Harries and The Clerk met with PC O'Driscoll. He advised that there is an option for the Police to issue an anti-social behavior contract. This is a voluntary contract signed by the individuals concerned. The police could also issue anti-social behavior orders if problems persisted. Some residents have expressed they would like the link into Clayton Road from footpath 25 to be closed. The Parish Council does not have the power to close the link and have not debated whether they would support this.</p> <p style="text-align: center;">MEETING RE-OPENED</p> <p>The Chairman moved planning up the agenda as this was a particular matter of interest to Parishioners in attendance.</p>	<p>01/18</p>									
<p>3) Planning: To consider new applications and receive Wycombe District Council Decisions and Appeals</p> <p><u>New Applications</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: none;"><u>17/08404/CTREE</u></td> <td style="width: 25%; border: none;">Holy Trinity Church Church Path Lane End</td> <td style="width: 50%; border: none;">T1 Maple - Remove remaining stems back to level of the spring of the crown to prevent future potential damage & on safety grounds. Previously topped tree displaying die-back of multiple stems, necrotic bark & fungal fruiting bodies at base of trunk with one stem recently snapped due to rot & fallen on adjacent graves No objection</td> </tr> <tr> <td style="border: none;"><u>17/08385/TPO</u></td> <td style="border: none;">HTS Management Centre Church Road Lane End</td> <td style="border: none;">Tree works as per schedule on Appendix 1 No objection</td> </tr> <tr> <td style="border: none;"><u>17/08224/FUL</u></td> <td style="border: none;">7 Beech Avenue Lane End</td> <td style="border: none;">Householder application for alterations to external cladding (retrospective) At the meeting an objection was raised due to this not being in-keeping with the road. After the meeting this objection was withdrawn and Council agreed no objection,</td> </tr> </table>	<u>17/08404/CTREE</u>	Holy Trinity Church Church Path Lane End	T1 Maple - Remove remaining stems back to level of the spring of the crown to prevent future potential damage & on safety grounds. Previously topped tree displaying die-back of multiple stems, necrotic bark & fungal fruiting bodies at base of trunk with one stem recently snapped due to rot & fallen on adjacent graves No objection	<u>17/08385/TPO</u>	HTS Management Centre Church Road Lane End	Tree works as per schedule on Appendix 1 No objection	<u>17/08224/FUL</u>	7 Beech Avenue Lane End	Householder application for alterations to external cladding (retrospective) At the meeting an objection was raised due to this not being in-keeping with the road. After the meeting this objection was withdrawn and Council agreed no objection,	<p>Action - Clerk</p>
<u>17/08404/CTREE</u>	Holy Trinity Church Church Path Lane End	T1 Maple - Remove remaining stems back to level of the spring of the crown to prevent future potential damage & on safety grounds. Previously topped tree displaying die-back of multiple stems, necrotic bark & fungal fruiting bodies at base of trunk with one stem recently snapped due to rot & fallen on adjacent graves No objection								
<u>17/08385/TPO</u>	HTS Management Centre Church Road Lane End	Tree works as per schedule on Appendix 1 No objection								
<u>17/08224/FUL</u>	7 Beech Avenue Lane End	Householder application for alterations to external cladding (retrospective) At the meeting an objection was raised due to this not being in-keeping with the road. After the meeting this objection was withdrawn and Council agreed no objection,								

<p><u>17/08208/FUL</u></p>	<p>17 Clinkard Place Lane End</p>	<p>Householder application for construction of single storey front infill extension with new roof over and first floor side extension (alternative scheme to pp 17/07394/FUL) No objection.</p>	
<p><u>17/08376/FUL</u></p>	<p>Rackleys Farm Marlow Road Cadmore End</p>	<p>Demolition of single storey buildings on site and existing flat roof extension to main barn. Erection of single storey side extension to each end of west elevation, construction of mezzanine floor & basement area to main barn & single storey infill extension to south elevation of building B, all in connection with change of use of site to wedding venue including ground floor of farmhouse & Managers flat over, alteration to existing access & creation of associated car parking No objection. Note – would ask the Highway Authority to ensure access to and from the site is safe due to the fast/busy road.</p>	
<p><u>17/08469/FUL</u></p>	<p>Priestley Cottage Bolter End Lane Bolter End</p>	<p>Householder application for construction of part two storey, part single storey side/rear extension following demolition of existing detached garage No objection.</p>	

4) Minutes - i) Approval of the Full Parish Council Meeting on 4th December 2017 Council confirmed the minutes to be a true and accurate record.
The Chairman signed the minutes.

At the Parish Council Meeting on 4th December 2017 under agenda item 'Formal Complaint' Cllr Dunning questioned the Clerk as to why Council hadn't been told about the further complaint raised in a letter of 25th October and that a reply to this had been sent 1st November. Councillor Dunning also queried as to why this was not reported at the FPCM on 6th November 2017.

Cllr Detsiny reported that Council had been told about the correspondence as mentioned above and this had been reported at the meeting on 6th November under matters arising.

5) Matters Arising

None.

6) Finance -

i) Approval of the accounts for December 2017

Cllr Coulter reported that allotment income has started to come in. It is likely the total income will be below last year due to a number of empty plots.

Clarion income is also likely to be down, due to some long-term advertisers not renewing for various reasons.

It was agreed that the final account payment to Nigel Croxford should be held temporarily relating to an issue with the front door.

Council approved the accounts.

ii) Expenditure against Budget

Councillor Coulter thanked the Clerk for producing the report. It was noted that the underlying revenue position was distorted by the impact of the Capital Project at the Playing Fields, both in terms of the VAT Repayments attributed to income and the expenditure incurred on the Capital Project. To gain a better understand of the underlying position of the revenue budget, these elements had now been removed

Action - Clerk

from the main body of the report and placed in a separate capital budget, which was shown as an addendum to the revenue budget.
 Overall, the budget is broadly in line with expectations. There may be a small shortfall in Income largely due to the timing of VAT repayments and expenditure may also be less than planned due to savings on projected insurance costs and an underspend on expenditure associated with developments at the Playing Fields.
 It is currently projected that Council may end of the year with a surplus of approximately £6,000.

03/18

iii) Proposed draft budget & Precept 2018/19

It was noted that at the December meeting Council had discussed various areas of expenditure that, for different reasons, may need to be increased. In setting the proposed draft Budget and Precept, consideration had therefore been given to the guidelines established by Council at the previous meeting.
 It was noted that a standstill budget to recover the loss of the CTSS Grant and apply an inflation increase would require an increase in the Precept of approximately 4%. The Parish Council is the lighting authority for most of the street lighting in the Parish and concerns have arisen over a need for a major replacement programme of street lights, the majority of which were installed in the 1970s and 1980s. It was noted that the typical lifespan of a lighting column is 25 years and that the "SOX Lanterns" fitted to most of the street lights are no longer manufactured whilst spare parts for these will cease to be available from 2020. Council agreed that there was a need for it to address this issue and it would be remiss not to do so. It determined that an additional £15,000 should therefore be allocated to the budget for street lighting.
 It was noted that the proposed budget also included an additional £4,000 for grass cutting and woodland maintenance and an additional £6,000 to provide support for managing facilities at the Playing Fields. Council agreed that further spending was justified in both of these areas and determined that the proposed additional funds should be allocated to these areas accordingly.
 With this increased expenditure in mind Council noted that it would be necessary to set the precept for 2018/19 at the sum of £151,963.61. Council acknowledged that this would represent a significant increase in the precept but felt that this was necessary and could be justified. It was noted that this would represent an increase of 40 pence per week for a Band D Household.
 Council duly approved the proposed budget and precept.

Action – Clerk

iv) Donation request – M40 CEG

The M40 CEG requested a donation of £750 for the continued work on improving the stretch of motorway running alongside the Parish. Council thanked the members of the M40 CEG for the continued work they undertake and agreed a donation of £750.

Action – Clerk

v) To agree street lighting lantern repair – column 63 Tapping Road

The lantern is in very poor condition and keeps blowing fuses.
 Quote £419.62 plus VAT.
 Council agreed the repair.

Action – Clerk

vi) To agree street lighting lantern repair – column 35 Simmons Way

The lantern is water damaged.
 Quote £557.37 plus VAT.
 Council agreed the repair.

Action – Clerk

vii) Section 106 Funds

WDC advised they have a little bit of historic S106 monies from S106 Agreements signed to Lane End Parish to be allocated to projects. The monies are £2,046 - S106 Environmental Improvements - normally used for things like tree planting or public realm enhancements.

Action – All

Councillors to consider projects to be discussed at the February meeting.

7) Land adjoining 39 Beech Avenue

Cllr Detsiny reported that this matter has been resolved and the fencing has been moved back to its original boundary line.

8) Proposed signage for Ditchfield Common / Lane End Playing Fields

The Clerk suggested possible wording for the signs at The Playing Fields and Ditchfield Common.
 Cllrs Osborn & Harries with consider the suggestions and report at the next meeting.

Action – Clerk,
 Cllrs Harries &
 Osborn

9) New Local Plan / Chalky Fields

Cllr Detsiny and Cllr Coulter held a meeting with Red Kite and New Urban Living to discuss Chalky Fields. Cllrs Stewart and Nolan were unable to attend. Both organisations are extremely keen on the potential to develop Chalky Fields with some form of housing that will bring community benefit. Red Kite has produced a draft plan. WDC has indicated that the site could take about 25 houses. Cllr Osborn has visited the website of New Urban Living and was a little concerned that they appear to have not built anything yet. Council has been made aware of a rumor circulating the Parish that there would soon be a housing development on The Playing Fields. Council reported that some months ago Shanley Homes approached them about a possible development but lost interest after drawing up some plans. Cllr Detsiny reported that there has been a recent approach from an Estate Agent re a developer that have expressed a keen interest and have drawn up plans to re-develop a section of The Playing Fields. Council noted that they believe this is extremely unlikely to happen but if it did, there would be no loss of land for Parishioners to use. It would be a land switch. Cllrs Coulter and Detsiny will meet with them.

04/18
Action – Cllrs
Detsiny &
Coulter

10) Grass cutting Contract

Councils contract with Buckland Landscape is due to expire at the end of March 2018. Bucklands has written the Council to advise they would wish to continue the contract for a further year with an inflation increase of 3%. Cllr Harries reported that it has been discussed with the Association about the possibility of the Association overseeing the grass cutting at the Playing Fields. An approach has been made from a grass cutting contractor who has offered to cut the playing fields for one year free of charge. Essentially it could mean this part is removed from the contact between Bucklands and the Parish Council. Council agreed to accept the contract with Buckland Landscapes for a further year with a 3% inflation rise. The Clerk will make Bucklands aware that there is a possibility the Playing Fields part of the contact may be removed.

Action – Clerk

11) Lane End Playing Fields – i) Required tree works due to snow damage

Some of the Leyland cypress on the opposite side of the main pitch from the car park have suffered damage due to the weight of last month's snow on the branches. There are a few branches on the ground and a number of snapped & hanging branches still in the canopy of about a dozen of the trees. Quotation supplied by Ridgeway Woodlands of £370.00. Council agreed the quote.

Action – Clerk

ii) Approval of Maintenance Contracts for Intruder and Fire Alarms

Cllr Coulter reported that a maintenance contract has been offered on the fire and intruder alarm systems at the Pavilion. This contract is associated with external monitoring service called DigiAir. The contract provides an annual service of both systems and works on the basis that if an alarm is set off DigiAir is automatically alerted and there is a held list of contacts which would then be contacted. The person contacted would then make contact with the emergency services if required. The contact is £950 per year. Council approved the contact.

iii) General update

There have been 2 applicants for the job at The Playing Fields. Interviews will take place shortly.

12) Clerk's report

- i. Planning application comments submitted.
- ii. AED inspections carried out and on-line forms submitted.
- iii. Have received a notification from WDC that Strawberry Grove have applied for an alcohol licence.
- iv. Monitoring Officer has dismissed the complaint made against Cllr Detsiny.
- v. Hard copy replies regarding the formal complaint have been sent to the 3 Parishioners and an emailed copy to the Monitoring Officer, WDC (19/12/17).

<ul style="list-style-type: none"> vi. The Clerk has started to re-draft the complaints procedure. vii. Street lighting column 63, Tapping Road, Lantern in very poor condition and keeps blowing fuses. New lantern required. viii. Street lighting column 35 Simmons Way is water damaged and needs to be replaced. ix. The wire fence at Chalky Fields was cut so that access could be made to the other field. James Glasgow repaired the fence. x. It has been confirmed by NALC that parish councils and parish meetings in England and community councils in Wales are required, under the General Data Protection Regulation (effective on 25 May 2018) and new UK legislation expected next year, to appoint a Data Protection Officer ("DPO"). BMKALC confirm they are exploring, along with County Officers throughout the country, ways in which the costs and duties of DPO's can be mitigated. They are looking at how we might provide central services and this includes discussions with Bucks CC. Further advice on the implementation of the new regulations, continues to emerge and we will keep you informed as the Bill progresses through Parliament. xi. Received several emails / phone calls regarding damaged trees and broken branches. Asked Pete Whipp to assess trees on Ditchfield Common and Lane End Playing Fields. xii. There have been reports of moles at Lane End Playing Fields. I have asked a different pest control company to lay traps. xiii. I have arranged a meeting about bus routes with BCC, Cllr King & Cllr Osborn on Thursday 25th January 2018. xiv. I have arranged a meeting with PC O'Driscoll, Cllr Coulter & Cllr Harries regarding anti-social behavior at Clayton Road and security at the Pavilion. xv. I have asked James Glasgow to install the pedestrian gate at The Orchards. xvi. I am in the process of arranging the licence for Chalky Fields. xvii. I have asked Bucklands Landscapes to carry out the works on Bolter End Lane. xviii. There do appear to be a few empty allotment plots. There is currently no waiting list for allotments. xix. Faulty street lights reported. xx. Attended allotments sites re several issues. 	<p style="text-align: right;">05/18 Action – Clerk</p> <p style="text-align: right;">Action – Clerk</p> <p style="text-align: right;">Action – Clerk</p>
<p>13) Invitations to Meetings, Correspondence & Reports received</p> <p>Council noted the report.</p> <p>14) Matters raised by Councillors</p> <p>Cllr Sarney reported that she had attended the Village Hall Committee Meeting. Cllr Stewart had mentioned there were saplings at The Playing Fields but these were removed. He is going to look for saplings to use on the car park and track. Cllr Harries raised the issue of the light which is out of order in car park which was connected to the supply in the clubhouse. The Committee should know more about this. Cllr Harries will follow this up.</p> <p><u>Wycombe District Council planning decisions:</u></p> <p>Case Ref: 17/05935/FUL Decision Application Permitted Date: 01/12/2017</p> <p>Address: Judlens High Street Lane End Buckinghamshire HP14 3ER</p> <p>Proposal: Change of use of existing shop, erection of single storey rear extension, removal of existing front extension and erection of new bay window & porch canopy, conversion of existing residential unit & garage all in connection with creation of 5 x 1-bed self-contained flats and ancillary works.</p>	<p style="text-align: right;">Action – Cllr Stewart</p> <p style="text-align: right;">Action – Cllr Harries</p>

Case Ref: 17/07667/FUL Decision Application Refused Date: 29/11/2017

Address: Priestley Cottage Bolter End Lane Bolter End Buckinghamshire HP14 3LU

Proposal: Householder application for construction of part two storey, part single storey side/rear extension following demolition of existing detached garage.

Case Ref: 17/07766/CLP Decision Grant Certificate - Proposed Date: 15/12/2017

Address: Garden Cottage 3 Chequers Lane Cadmore End Buckinghamshire HP14 3PQ

Proposal: Certificate of lawfulness for proposed construction of single storey rear extension with roof-lights

Case Ref: 17/07965/CTR Decision Not to make a Tree Pres Order Date: 15/12/2017

Address: 8 High Street Lane End Buckinghamshire HP14 3JF

Proposal: Re-pollard down to previous pruning points to 1 x Ash Monolith (T1)

NEXT MEETING: Ordinary meeting will be held on Monday 5th February 2018 in the Sycamore Room of the Lane End Village Hall.

Meeting Closed at 21.13.

The Chairman.....Date.....