

**LANE END PARISH COUNCIL
MINUTES OF THE FULL PARISH COUNCIL MEETING
Held on Monday 9th May 2016 at 19.36pm in the Sycamore Room of the Lane End Village Hall**

ATTENDANCE: Councillors Detsiny, Coulter, Dunning, Hunt, Harries, Osborn, Sarney, Smith, Stewart and Wright.

DISTRICT COUNCILLOR: Cllr Ian McEnnis.

CLERK: Hayley Glasgow

MEMBERS OF THE PUBLIC: 6

<p>1) Apologies for absence Cllr King.</p> <p>2) Declaration of disclosable pecuniary interests by Members relating to items on the Agenda Cllr Wright declared an interest in the proposed Licence arrangement with LESA.</p> <p style="text-align: center;">MEETING CLOSED FOR PUBLIC QUESTIONS MEETING RE-OPEN</p> <p style="text-align: center;">Council welcome Cllr Ian McEnnis to the meeting.</p> <p>Minutes - Approval of the Full Parish Council Meeting on 4th April 2016 Council approved the minutes. Approval of the Annual Parish Meeting on 4th May 2016 Council approved the minutes.</p> <p>4) Matters Arising None.</p> <p>5) Finance - Approval of payment of Accounts for May 2016 Council approved the accounts.</p> <p>6) Lane End Playing Fields –</p> <p style="padding-left: 40px;">i) Appointment of Architect The Christopher Hunt Practice provided a fee estimate for professional services to include: Design stage 1 – Half stage planning - £3500,00. Design stage 2 – Building Regulations Scheme - £4750.00. Council resolved to appoint the above practice based on the quotation provided.</p> <p style="padding-left: 40px;">ii) Futsal proposal Futsal approached the Parish Council regarding a lease agreement for the MUGA. Futsal presented a paper to Cllr Stewart but there was little of substance in the report and very little regarding financial matters. Futsal wanted to refurb and reuse the existing MUGA. This would have made it difficult to re-locate and build a new MUGA. This may be something that could be visited in a few years. Council declined to progress the proposal.</p> <p style="padding-left: 40px;">iii) Clerks delegated powers Councillor Coulter reported that the Clerks current delegated powers is capped at £250.00. This is no longer a realistic amount should the Clerk need to accept a quotation before the next Parish Council Meeting. Cllr Coulter will draft a paper to be considered at the June Meeting to include the following points: Clerks delegated powers for the playing fields project – possibly £5k. Clerks delegated powers – possibly £2k. Councillors asked the Clerk to research the option of a credit/debit card and BACS payments.</p> <p style="padding-left: 40px;">iv) Proposed Licence arrangement with LESA Cllr Coulter provided a paper detailing the proposed licence agreement with LESA for Council to consider. The proposed licence would have a term of 1 year but is renewable for up to 3 years.</p>	<p style="text-align: right;">18/16</p> <p style="text-align: right;">Action – Clerk</p> <p style="text-align: right;">Action – Clerk/ Cllr Coulter</p> <p style="text-align: right;">Action – Cllrs Coulter, Detsiny, Clerk</p>
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<p>Both LEAG & LESA have the same objective. Both parties would like to see the facilities used more and to increase footfall.</p> <p>It is also proposed that a memorandum of understanding should be agreed between LEAG and LESA before the licence is signed and that this memorandum should be directly associated with the licence. The memorandum of understanding would be to facilitate the working relationship between LESA and LEAG and give each party a clear understanding of their roles and is to be agreed within 4 weeks. Cllrs Coulter and Detsiny will facilitate a meeting between LEAG and LESA.</p> <p>It was agreed there should be up to 3 representatives from LEAG & LESA. Cllrs Coulter, Detsiny, Harries and Sarney will attend the meeting.</p>	<p>19/16</p>
<p>It was agreed to send the proposed draft licence to Council's Solicitors. The memorandum of agreement will follow.</p>	
<p>7) Queen's 90th Birthday Celebratory Lunch in the Village Hall for Sunday 5th June The British Legion are celebrating the Queens 90th Birthday at Lane End Village Hall on Sunday 5th June 2016. Council agreed to donate to the event by taking a table of 6. Cllrs Smith, Sarney & partner, Detsiny, Harries & partner will attend.</p>	<p>Action – Clerk</p> <p>Action – Clerk</p>
<p>8) Mole and Picket Charities The Mole and Picket Charities requested that this item was removed from the agenda, however Council felt a discussion should be held. A letter was sent to the trustees of the Charities following the last Parish Council Meeting. The trustees replied to the letter and requested that in order to give them time to review their position and seek advice they would need until w/c 16th May 2016 to respond to Council. Council agreed to give the trustees time to seek advice and reflect, but would ask that a response is made no later than Monday 23rd May 2016.</p>	
<p>Council intend to take a decision at the meeting in on 6th June 2016.</p>	
<p>9) Clerk's report</p> <ul style="list-style-type: none"> a. An allotment tenant at Chalky fields has asked for permission from the Parish council to erect a polycarbonate greenhouse 6ftx4ft on his allotment plot. This is a non permanent structure made of metal and stands directly on the ground. The plot holds a 6ftx4ft shed already sited. Council agreed that the above could be erected. b. ITV requested to use the car park at Lane End Playing Fields on 3 separate occasions, providing an income of £600. ITV asked LESA to invoice them a number of times but this was not forthcoming. The Clerk has sent ITV an invoice for the amount to be paid into the PC's account. LESA have requested this money is transferred to them. Council asked the Clerk to review the Lease. If LESA are entitled to receive the monies then £100 administration fee should be deducted for the Clerks time. c. The Easement for the gas pipe at number 2 Ditchfield Cottages is progressing. d. Unfortunately no one was able to volunteer to attend the Twinning Festival on 18th & 19th June. e. The Village Fete is on Saturday 4th June 2016. Council decided not to take a stall. f. Cllr Osborn kindly attended the BCC Devolved Services safety briefing. The Clerk will forward the presentation to all Councillors. g. The Clerk has asked BCC for a quote to put speed tubes on The Row. Now awaiting the cost. h. Both AED units are in the process of being ordered. Council will need an electrician to fit both units. Approximate costs will be £200 per unit. i. The AED public meeting will be held on Tuesday 19th July at 7pm in LEYCC. All Councillors are requested to attend the meeting. j. The Clerk discovered that Barclays had transferred the funds in Council's current account into a dormant account despite being told not to. After a lot of work, Barclays have confirmed the money has been put back into Council's 	<p>Action – Clerk</p> <p>Action – Clerk</p>

current account.

- k. Katy Dunn has received an enquiry about organising a Corporate Social Responsibility day for a company at Moorend Common in May or June.
Katy will check with the Chiltern Rangers and see if this is something they could facilitate.
- l. LEYCC are in the process of obtaining 3 quotes to replace the boiler. This will be put on the next agenda.
- m. The dumped traffic sign near High Barns has been reported to BCC.
- n. The traffic incident outside the turning into the new Shanley development on Finings Road has been reported to BCC.
- o. The Clerk has organised an inspection of the Playing Fields to be carried out by ROSPA Play Safety.
- p. WDC has confirmed the link between Edmonds Parade and The Row is planned to go ahead once the care home is built.
- q. A traffic mirror will be installed on the pergola sited on Harries Gardens once the building works have been completed.
- r. John Morris has agreed to carry out a site visit on Moorend Common re coppicing.
- s. Council reported that the Twinning Association is struggling to attract volunteers. Anyone who might be interested should contact Phil Mann.

10) Invitations to Meetings, Correspondence & Reports received

Council noted the report.

11) Matters raised by Councillors

- a. Cllr Sarney asked if there had been any progress with regard to the outstanding planning issues and Section 106 obligations arising from the Persimmon development and relating to Footpath 25. Cllr Coulter reported that he had a meeting with WDC regarding these issues and he had also subsequently met with the Clayton Road Residents Association. Agreement in principle had been reached with the Residents Association on revisions to the planning consent, including adjustments to the fencing line and height, which would facilitate creation of the footpath buffer zone. It had been further agreed that the Residents Association would arrange for some revised drawings to be produced through Persimmon Homes and that these would be presented to the Parish Council for consideration.

Councillors expressed significant concerns about the time it is taking to get this matter resolved and questioned how long the Council should wait before reverting to WDC for action. It was asked that a further update be provided at the next meeting.

- b. Cllr Osborn reported that the gate from the Shanley development to Ditchfield Common is locked. WDC have confirmed that this is a breach of planning and this will be passed to planning enforcement.
- c. Cllr Osborn raised the issue of the draft local plan and wondered if Sydney House been included in that. Cllr Detsiny met with WDC have they have promised to look into this.
- d. Cllr Osborn raised the issue of Golden Gough. WDC may identify this as a possible development site but Council has not formally been informed of this yet.
- e. Cllr Harries raised the issue of the churned up mud outside the development of the Care Home on The Row. This issue has been reported to WDC.

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

New Applications

**Action – Cllr
Coulter**

Action – Clerk

<u>16/05924/FUL</u>	Briar Cottage Bolter End Lane Bolter End	Householder application for construction of two storey side extension and single storey side extension Objection – overdevelopment of the site.
<u>16/05867/FUL</u>	Windy Ridge Marlow Road Lane End	Application for temporary placement of a 11 x 3.65 metre static caravan to provide short term accommodation for the duration of the redevelopment of Windy Ridge (as per consent 15/06245/FUL) No objection
<u>16/05866/TPO</u>	Flint Lodge Moor Common Lane End	G1 Beech/Ash reduce by 1.5m approx and crown raise to 4m approx, and remove major deadwood in canopy. Refer to tree specialist. No objection
<u>16/05809/FUL</u>	1 Wetherby Cottages Moor Common Lane End	Householder application for erection of single storey side extension following removal of existing conservatory No objection
<u>16/05836/FUL</u>	Crianlarich Park Lane Lane End	Demolition of existing dwelling and construction of 1 x 4 bed replacement dwelling with provision for off street parking No objection
<u>16/05474/FUL</u>	9 Mount Pleasant Lane End	Householder application for construction of part two storey, part single storey rear extension, insertion of window to first floor side elevation and re-position soil and vent pipe, erection of single storey detached garage / games room to rear and new side gate. Objection – overdevelopment of the site.

NEXT MEETING: To confirm the next Parish Council Meeting will be held on Monday 6th June in the Sycamore Room.

There being no further business the Chairman closed the meeting 21.29.

Signed..... (Chair)

Dated.....

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