

**LANE END PARISH COUNCIL  
MINUTES OF THE FULL PARISH COUNCIL MEETING ON  
ON MONDAY 4<sup>th</sup> DECEMBER 2017 AT 7.30 pm IN THE SYCAMORE ROOM OF  
LANE END VILLAGE HALL**

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

District Cllr Ian McEnnis

**CLERK:** Mrs Hayley Glasgow

**MEMBERS OF THE PUBLIC:** 6

<p><b>1) Apologies for absence</b> None.</p>	<p><b>48/17</b></p>
<p><b>2) Declarations of any personal or prejudicial interests</b> Cllr Detsiny declared an interest in the formal complaint. Cllr Nolan declared an interest in the formal complaint.</p>	
<p><b>MEETING CLOSED FOR PUBLIC QUESTIONS MEETING RE-OPEN</b></p>	
<p><b>3) Minutes -</b> i) Approval of the Full Parish Council Meeting on 6<sup>th</sup> November Council confirmed the minutes to be a true and accurate record.</p>	
<p><b>4) Matters Arising</b> Cllr Detsiny reported that an advertisement for an employee at the Clubhouse will go on the noticeboard and the website. The rules for Ditchfield Common and The Playing Fields will be prepared for the January Meeting. Currently there isn't enough enthusiasm and financial contributions towards the proposed works on the track at Ditchfield Common. The Clerk will arrange a meeting with BCC regarding bus routes.</p>	<p><b>Action – Clerk</b> <b>Action – Clerk</b> <b>Action – Clerk</b></p>
<p><b>5) Finance -</b> i) Approval of the accounts for November 2017 Council approved the accounts.</p> <p style="padding-left: 40px;">ii) Proposed draft budget &amp; Precept 2017/18 Council noted some points that will have an impact on the precept: It was reported that BCC &amp; WDC have both made cut-backs and no longer carry out works they were previously doing. Devolved Services is a strain a Councils budget. Council is increasingly receiving ad-hoc requests from Parishioners to carry out legitimate maintenance works. It has become apparent that more regular grass cuts are required at the playing fields and the roadside verges. Churchyard maintenance costs are increasing. Councils contribution does not cover this. The expected life of a street light is 50 years. The bulk of the street lights in the village were put in the 70's and, although Council replaces damaged street lights on an ad-hoc basis throughout the year, provision should be made for a phased programme of replacement. There are also other projects such as the village car park. With all these financial challenges in mind Council asked Cllr Coulter to draft the projected budget with a view to a significant increase the precept. Council agreed that it would only make a significant increase to the precept if there were specific areas of expenditure or project(s) where additional funds were required.</p>	<p><b>Action – Cllr Coulter</b></p>
<p><b>6) Formal Complaint</b> Council has received a complaint from 3 Parishioners. It was agreed that the complaint should be divided into 2 parts. Firstly, a complaint against the Parish Council which will be dealt with under the Complaints Procedure. Secondly a complaint against the Chairman which will be dealt with by The Monitoring Officer at WDC.</p>	<p><b>Action – Clerk, Cllrs Coulter, Sarney &amp; Stewart</b></p>

The Clerk reported that it is has become very clear that Councils complaints procedure is out of date and also not wholly fit for purpose. It refers to things like the Finance Committee which no longer exist and also the deadlines for response are not realistic or sustainable. Council will need to revise this with urgency in the New Year. Cllr Dunning questioned the Clerk as to why Council hadn't been told about the further complaint raised in a letter of 25<sup>th</sup> October and that a reply to this had been sent 1<sup>st</sup> November. Councillor Dunning also queried as to why this was not reported at the FPCM on 6<sup>th</sup> November 2017.

As the Clerk had not been given any advance notice of these question and consequently hadn't been given any time to check the records she was not in a position to be able to provide an immediate response to these specific queries.

The Clerk reported that there are now several complaint letters received by Council.

The 1<sup>st</sup> complaint letter dated 2<sup>nd</sup> October to which a reply was sent. A further complaint letter dated 25<sup>th</sup> October to which a reply was again sent then a further complaint letter dated 10<sup>th</sup> November to which a holding reply has been sent.

The Parishioners making the complaint implied that the Chairman and Vice-Chairman have not correctly followed the complaints procedure and both should be withdrawn from the process of investigating the complaint.

Council were not clear as to why the Vice-Chairman should be disqualified from investigating the complaint and could see no grounds as to why a complaint against him had been raised nor any reason why he should be disqualified from investigating this matter.

In accordance with the current complaints procedure Council agreed that Cllrs Coulter, Sarney and Stewart would look at the complaints and respond in writing via the Clerk. Cllr Dunning asked if The Clerk would share all information if requested with the 3 Councillors looking at the complaint. The Clerk responded that of course any information requested would be given.

It was agreed that the response to the complaint will be sent to the 3 Parishioners and copied to the Monitoring Officer. It was also agreed that a copy of the response to complaint would be sent in advance to all Councillors.

#### 7) **New Local Plan**

Cllr Detsiny proposed to form a working group to look at the sites allocated in detail. The working group would include Cllrs Stewart, Detsiny, Coulter and Nolan. The working group will report back to Council on a regular basis.

**Action – Cllrs Stewart, Detsiny, Coulter and Nolan.**

#### 8) **Chalky Fields and The Orchards-**

- i) To agree to install a pedestrian gate between Chalky Field Allotments and The Orchards

**Action – Clerk**

Council currently has no direct access to land that we own.

For installing a pedestrian gate from Chalky Fields allotments to The Orchards, the quote is £600.00 including parts and labour.

Council approved the quote.

- ii) Agreement to progress a one-year licence for Chalky Fields and The Orchards

**Action – Clerk**

Council agreed a rent of £1200 with no legal costs to be paid by the Parish Council.

This will be a one-year, renewable licence.

#### 9) **Grass cutting contract**

This will be discussed at a future meeting.

Cllr Detsiny left the room and Cllr Coulter took over as Chair.

#### 10) **Maintenance of the verges along Bolter End Lane**

Buckland Landscapes quoted to carry out maintenance work on the verges to the left and right of Bolter End Lane. Total price £660.00 plus VAT

Council approved the quote.

**Action – Clerk**

#### 11) **Lane End Playing Fields**

Cllr Harries reported that there are currently 8 teams using the MUGA. There are also 4 teams are using the football pitches.

The matter of the smoking shelter which was erected will be discussed at the next meeting of the Lane End Sports Association.

**Action – Clerk**

Council were saddened to learn the pavilion was broken into in the early hours of Saturday morning. A group of two or three individuals broke in via the roof. They broke the alarm so the alarm noise could not be heard, destroyed several doors and the cash register. They stole a great deal of alcohol.

It has emerged they were apparently there for about 5 hours. A full report has been given to the Police, they got some good evidence in terms of finger prints. The CCTV footage is helpful but coverage is a little limited in some areas and this will be rectified. The Clerk has reported the break-in to the insurance company.

## 12) Clerk's report

- i. Planning application comments submitted.
- ii. AED inspections carried out and on-line forms submitted.
- iii. DPI from Cllr Nolan submitted.
- iv. Councillor Sarney volunteered to deliver the Clarion on Philips Close.
- v. Works around the pond area has been completed by Buckland Landscapes.
- vi. All allotment invoices have been sent to allotment tenants.
- vii. There does appear to be a few empty allotment plots. There is currently no waiting list for allotments.
- viii. A new padlock and chain has been fitted on the gate to chalky fields. Cllr Coulter and the Clerk have the code for access.
- ix. The chain fence at the neighbouring property to the playing fields has been repaired.
- x. Notification of external auditor appointments for the 2017/18 financial year – Buckinghamshire will be covered by PKF LITTLEJOHN LLP.
- xi. I have instructed Chris Smith as the internal auditor for 2017/18.
- xii. Another treatment for moles has been carried out at Lane End Playing Fields.
- xiii. A parishioner reported road signs that were obstructed by hedges/trees. After several emails to TFB these have now been cut back.
- xiv. Cllr Detsiny and the Clerk will work on rules for the Playing Fields and Ditchfield Common in December/January.
- xv. Faulty street lights reported.
- xvi. Attended allotments sites re several issues.
- xvii. Next month's FPCM will be on Monday 8<sup>th</sup> January in the Clubhouse of the Lane End Sports Association.

## 13) Invitations to Meetings, Correspondence & Reports received

Council noted the anti-social behavior in Clayton Road. The Parish Council do not have the power to close the footpath as a resident had proposed. The Clerk will contact the local police officer to arrange a meeting.

The Clerk

## 14) Matters raised by Councillors

None.

## 15) Planning: To consider new applications and receive Wycombe District Council Decisions and Appeals (v)

The Clerk

### New Applications

<u>17/08089/FUL</u>	Tree Tops Wheeler End Common Wheeler End	Householder application for construction of rear single storey glazed conservatory No objections
<u>17/08026/FUL</u>	31 Widdenton View Lane End	Householder application for construction of first floor side extension No objections
<u>17/07990/VCDN</u>	The White House High Street Lane End	Variation of condition 2 (plan numbers) attached to PP 16/07026/FUL (Conversion of existing dwelling to form 3 x 1 bed flats with associated fenestration alterations) to allow alterations to the windows No objections

**Wycombe District Council planning decisions:** Case Ref: **17/07302/FUL**  
*Decision* Application Permitted *Date:* **08/11/2017**

*Address:* 19 Beech Avenue Lane End Buckinghamshire HP14 3EQ

*Proposal:* Householder application for construction of single storey front vestibule and single storey rear extension

**Case Ref: 17/07024/FUL** *Decision* Application Permitted *Date:*  
**10/11/2017**

*Address:* Agricultural Access Track Across OS Parcels 8048 And 8040 Hill Farm  
 Cadmore

*Proposal:* Construction of close boarded gates and track to provide access for  
 agricultural  
 purposes (retrospective)

**Case Ref: 17/07651/FUL** *Decision* Application Permitted *Date:*  
**09/11/2017**

*Address:* Broom Fingest Lane Bolter End Buckinghamshire HP14 3LS

*Proposal:* Erection of replacement 5 bed dwellinghouse, detached garage and new  
 access  
 (alternative scheme to pp 16/05408/FUL)

**Case Ref: 16/07707/FUL** *Decision* Application Permitted *Date:*  
**02/11/2017**

*Address:* The Peacock Bolter End Lane Bolter End Buckinghamshire HP14 3LU

*Proposal:* 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

NEXT MEETING: Ordinary meeting will be held on Monday 8<sup>th</sup> January 2018 at Lane  
 End Sports Association.

**Meeting Closed at 21.02.**

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