

**LANE END PARISH COUNCIL
MINUTES OF THE FULL PARISH COUNCIL MEETING ON
ON MONDAY 14th MAY 2018 FOLLOWING THE ANNUAL MEETING OF THE PARISH
COUNCIL IN THE PAVILION AT LANE END PLAYING FIELDS.**

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

CLERK: Mrs Hayley Glasgow

MEMBERS OF THE PUBLIC: 4

<p>1) Apologies for absence None.</p> <p>2) Declarations of any personal or prejudicial interests Cllr Detsiny declared an interest in The Clerks salary as he has written the paper that was distributed to Councillors.</p> <p style="text-align: center;">MEETING CLOSED FOR PUBLIC QUESTIONS MEETING RE-OPEN</p> <p>3) Minutes - i) Approval of the Full Parish Council Meeting on 9th April 2018 Council agreed the minutes were a true and accurate record. The Chairman signed the minutes.</p> <p>4) Matters Arising Cllr King reported that he continues to works on the speed tubes. The Clerk will draft an email waiver for Councillors to sign.</p> <p>The Chairman asked Councillors to consider the following planning application due to public interest:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; padding: 5px;">18/05920/OUT</td> <td style="width: 50%; padding: 5px;">Land Between Clinkard Place And Stables Church Road Lane End</td> <td style="width: 30%; padding: 5px;">Outline application (including details of access) for the erection of 2 x detached dwellings</td> </tr> </table> <p>Council note that there has been several objections made to these proposals submitted by local parishioners, which were summarised as follows:</p> <p>The development is in an ANOB location and not designated for housing in current WDC Local Plan proposals. The Parishioners also consider that the loss of this paddock will impact on their quiet enjoyment of the area.</p> <p>Access to the site although highlighted by the Agents will require a detailed study on such a notoriously bad bend, (not yet undertaken by the developers) and may require the removal of further trees.</p> <p>It is noted that the felling of a number of substantial trees has already taken place and there is a concern that further trees may be felled.</p> <p>Further concerns raised are that the cost of such roadworks may influence the projected construction costs which may influence the number of houses being proposed for in any future full Planning Application.</p> <p>Other issues raised are the possible rights of light, and general loss of current aspects from the adjacent properties.</p> <p>As such the Parish Council will object to these proposals.</p> <p>5) Finance - i) Approval of the accounts for April 2018 Council approved the accounts.</p> <p>It was noted that the Parish Council had received nearly £15,000 of CIL Funding from WDC which would have to be spent on some form of community infrastructure.</p> <p style="text-align: center;">ii) To receive the Internal Auditors report</p> <p>The report from the internal auditor was received and noted. There were no issues raised.</p>	18/05920/OUT	Land Between Clinkard Place And Stables Church Road Lane End	Outline application (including details of access) for the erection of 2 x detached dwellings	<p>20/18</p> <p>Action – Cllr King Action – Clerk</p> <p>Action – Clerk</p> <p>Action – Clerk</p>
18/05920/OUT	Land Between Clinkard Place And Stables Church Road Lane End	Outline application (including details of access) for the erection of 2 x detached dwellings		

<p>iii) Consider the Annual Governance Statement Council agreed the Annual Governance Statement and this was signed by the Chairman.</p> <p>iv) Sign off the accounts Year Ending 31st March 2018 Council approved the accounts. This was signed by the Chairman.</p> <p>v) To note the Asset Register The asset register was noted.</p> <p>vi) To approve the Risk Schedule The risk schedule was approved.</p> <p>vii) Clerks salary Council agreed to discuss this towards the end of the meeting.</p>	<p>21/18 Action – Clerk</p> <p>Action - Clerk</p> <p>Action – Clerk</p> <p>Action – Clerk</p>
<p>6) Allotments Cllrs Wright, Harries and The Clerk met at the Bunkers allotments to discuss possible options to improve the site. Cllr Wright reported that a liaison committee will be set up for devolved management. There are various areas identified for improvement: The verge at the front of allotments needs weeding and mowing. The trees at the back of the allotment need to be cut back. Cllrs Harries and Wright are meeting with the Lane End Conference Centre to ascertain if they can assist with this. There have been 6 plots identified as empty. The Clerk advised that 2 of those plots have now been rented. The empty plots should be cleared, cultivated and protected ready to be rented to tenants. All plots need to be identified. Cllr Hunt volunteered to make some markers. The hedge on the road side was burnt several years ago. Further down there are some gaps in the hedge, this is a potential security risk. Cllrs Harries and Wright will provide some quotes for works at a future meeting.</p>	<p>Action – Cllrs Harries, Wright and The Clerk</p> <p>Action -Clerk</p>
<p>7) Planting of trees Cllr Coulter reported that when Persimmon Homes developed the Elga site 4 years ago they were required to carry out various planning obligations, some of which have still not been fully fulfilled. WDC have advised that the remaining work is now expected to begin at the end of May 2018. Within the development, there was also a requirement to plant a small number of trees as a landscaping feature in the parking areas. The developer can still plant the trees but there are services that will inhibit the depth they can go to. WDC has accepted that they realistically cannot plant the trees in the planned locations and have agreed that an equivalent number of trees will be planted in the immediate vicinity of the development. It has asked the Parish Council for suggestions as to where this might be. Council resolved to ask WDC if the developer could provide tubbed shrubs in place of the planted trees. The tubs should be extremely heavy duty so that they cannot be moved easily.</p>	<p>Action -Clerk</p>
<p>8) Lane End Playing Fields- General update Cllr Harries and Stewart reported that they are now looking at options regarding the lighting in the car park. It was accepted by Council that provision of adequate external lighting is a priority in terms of the further works that are needed to enhance facilities at the Playing Fields. Council resolved that it would be appropriate for the CIL Funding received from WDC to be used for this purpose.</p> <p>Cllr Coulter gave a report about the entrance of the car park. The working group have been looking at a proposal to widen the road to make the access better. There is an area of adjacent land that is owned by a private individual. The owner is in discussion regarding developing the area to incorporate social housing, of about 4/5 plots, but wishes to gain access from the driveway at the entrance to the Playing Fields. The owner of the land has agreed in principle that in return for granting such access the driveway would be widened by incorporating a strip of his land. In addition, the owner also agreed that the gates into The Playing Fields would be replaced and moved to a new location at no cost to the Parish Council.</p> <p>The working group felt that this development could have a positive impact as it would not only improve access to the Playing Fields but also through the proposed development increase the amount of natural surveillance of the facilities located there.</p> <p>Council agreed in principle with the basis of the arrangements that are proposed and asked for the working group to continue discussions with a view to bringing back a firm and</p>	<p>Action – Cllrs Coulter, Harries and Stewart</p>

detailed proposal to a future meeting for Council to formally consider granting its approval to proceed.

22/18

9) Soak away at Forge Cottage – request for an Easement

Cllr Osborn and Stewart met with the Parishioner. She is currently paying a large monthly sum to have the septic tank emptied. This is not sustainable and therefore she has enquired about a soak away.

Councillors Osborn and Stewart have considered the plans and agree that this would be an option.

Council agreed they would approve the request for an easement. All legal fees would be borne by the Parishioner.

Council would agree a cost for the easement at a future meeting.

Action – Clerk

10) Signs at Lane End Playing Fields / Ditchfield Common

Cllr Coulter has looked at 2 companies both provide a design service. The Clerk and Cllr Harries thought the examples of designs on the website were very good.

This will be brought back for discussion at a future meeting.

Action – Cllr
Coulter

11) To organise a litter pick event

Council resolved to organise a litter pick around the village on Saturday 7th July at 10am starting at Lane End Playing Fields until 12 noon. Council will provide refreshments after. Council hopes the community will get involved.

The Clerk will order litter pickers, gloves and bags. The Clerk will advertise the event in Clarion. website and noticeboards.

The Clerk will contact Cllr Teesdale regarding waste collection days. There appears to be an increase in rubbish on recycling days.

Action – All

12) Clerk's report

- i. Planning application comments submitted.
- ii. AED inspections carried out and on-line forms submitted.
- iii. I have received several phone calls and emails from concerned Parishioners re planning application 18/05920/OUT – Land between Clinkard Place and Stables Church Road.
- iv. I have put Councillor King in contact with the Parishioner who raised concerns re the speed of traffic on Church Road.
- v. I replied to the Parishioner who raised concerns about the speed of traffic near Laceys Farm but they have not been in contact since.
- vi. The 3 dog waste bins have been installed at the playing fields. Anita and Steve will empty the bins every Monday and place the bags to the side of the bin situated in the car park for collection every Tuesday.
- vii. There has been no official update regarding the appointment of DPO. NALC advise the hope is that Parish Councils wont need to appoint an outside DPO.
- viii. The year end accounts were completed.
- ix. The VAT return was completed and submitted.
- x. I have received a complaint from an allotment tenant about the gate that was installed at Chalky Fields, adjoining the Orchard. The gate does not have a wire mesh on it and rabbits are getting onto the allotments. I have arranged for some wire mesh to be put on the gate.
- xi. I have issued 2 new allotment plots at Bunkers.
- xii. I continue to work on GDPR.
- xiii. Completed the year end Pension paperwork.
- xiv. Several street lights not working have been reported to BCC and SSE.
- xv. Made site visits re street lights not working.
- xvi. There was some Japanese knotweed found on Ditchfield Common. I have organised for this to be sprayed.
- xvii. We had a bit of an issue with Flare. Unfortunately a member of staff was extremely rude and therefore we have asked LEYCC to use a different company for all future works.
- xviii. I have been contacted by the owners of Pond Cottage. They are concerned about a dead tree on the common. I have asked Pete Whipp to look at this.
- xix. I have been contacted by a Parishioner concerned about a overhanging dead tree branch in Cadmore End. I have reported this to BCC.
- xx. I received a report that someone has parked his caravan in the doctors surgery car park. I contacted the owner, he is seeking permission from WDC.
- xxi. Simon Tickner asked me to order the sand for the football pitch renovations. The sand is being delivered on 11/05/18. Simon will carry out the work shortly.
- xxii. I contacted ART Security as the camera at the MUGA was not working correctly. An engineer will make a site visit.
- xxiii. In May 2017 the PC paid TBS Hygiene twice for the same invoice. TBS have credited the account and therefore have not submitted a March 2018 invoice.

Action – Cllr King

Action – Clerk

- xxiv. Lane End Village Fete is on Saturday 9th June.
 xxv. To purchase a silent soldier to commemorate the 100th anniversary of the end of the first world war the RBL ask for a minimum donation of £100.
 xxvi. Lane End Primary School thanked the Councillors that attended the meeting.
 xxvii. Some allotment plots are currently vacant.
 xxviii. Attended allotments sites re several issues.
 xxix. Playing Fields inspections are now being carried out Anita and Fred on a weekly basis. Forms are being passed to Colin.

13) Invitations to Meetings, Correspondence & Reports received

Council noted the report.

14) Matters raised by Councillors

Cllr Wright reported that he has received a lot of complaints about the doctors surgery. Cllr Detsiny will ask the doctors surgery to attend a public meeting.

Action – Clerk

Cllr Nolan gave an update re Chalky Fields. He and Cllr Coulter attended a meeting with a private company which could potentially act on Councils behalf in the disposal of the land in order to facilitate both funding for the Parish and to provide some affordable housing.

Action – Cllrs
Nolan and Coulter

Council agreed to Cllrs Nolan and Coulter progressing this further by obtaining some costings and bringing these back for discussion at a future meeting.

Cllr Wright left the meeting at 20.58 to attend a prior engagement.

Finance:

viii) Clerks salary

The Chairman advised Council that the Clerk asked for a salary review 2 months ago. The Clerk started the role in 2009 and has gained a wealth of experience over this time. The Chairman carried out an analysis of Local Council Precepts, population and Clerks salary scales. It was very apparent that the majority of local Clerks received a higher salary, some of whom had less years of service and experience.

The Chairman reported that in his view The Clerk is an excellent servant of our Council. Her experience and technical skills are important but it is her personal relationship ability that benefits Council the most. She is always prepared to go that extra mile and deal patiently with all situations and that benefits us considerably. There is rarely, if ever, a complaint about her as an individual or us as a Council. This was agreed by all Councillors. The Clerk has undertaken a vast amount of work recently for the General Data Protection and is the Data Controller for Council. She also now has the added responsibility of managing 2 new employees at Lane End Playing Fields.

Council resolved to increase The Clerks salary to SPC 34, £15.98 per hour and this will be backdated to 1st April 2018.

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

Action – Clerk

New Applications

<u>18/06024/FUL</u>	Deep Willows Farm Marlow Road Lane End	Change of use of land for creation of all weather manege & surrounding post and rail fence & gate with associated area of hardstanding We note that no right of way / access currently exists. The Parish Council has no objection in principle to this development proceeding. However, and if material to consideration of the Planning Application, it should be noted that the Parish Council is the owner of the land between the proposed development and the public highway (The Marlow Road) and it has not agreed or granted a right of way across this land as is shown in the "Location" and "Layout" drawings. The Parish Council may give consideration to granting temporary access across its land for a limited period during the construction process but this should not be taken to imply that any ongoing 'rights of way' will be granted/agreed.
<u>18/05940/FUL</u>	1 Wetherby Cottages Moor Common Lane End	Householder application for construction of single storey detached garage Council have no observations to make on this application, but the applicant should be reminded in the consent that their intended access is across Common Land and they will require to obtain an Easement from LEPC prior to the work commencing.
<u>18/05830/FUL</u>	Kingsclere Marlow Road Lane End	Householders application for alterations to existing detached garage and roof to create a first floor in connection with conversion of garage to create habitable living accommodation.

18/06064/CTREE	The Grouse And Ale High Street Lane End	Council have no objections to make on this application other than to note that access at the south (rear elevation) is restricted as it overhangs a well maintained communal garden and careful consideration for construction would be mandatory.
18/06063/CTREE	4 Old Sun Close Lane End	Fell 5 x Leyland Cyprus trees Refer to tree specialist
18/06129/CTREE	Vine Cottage Finings Road Lane End	Reduce height by 3 metres, reduce crown by 2 metres, lift 6-7 metres and remove 1 lower limb hanging over road to 2 x Sycamore trees Refer to tree specialist
18/06084/FUL	8 High Street Lane End	Householder application for construction of single storey rear extension to replace an existing structure No objection

Decided Applications

Case Ref: 18/05395/TPO *Decision* Application Permitted *Date:*
24/04/2018

Address: Highfield Lodge Finings Road Lane End Buckinghamshire HP14 3EU

Proposal: Clear damaged sections and prune broken branch stubs and balance remaining canopy by removing no more than 2 metres apical growth and up to 1 metres lateral growth to 1 x Yew tree (T1)

Case Ref: 18/05548/FUL *Decision* Application Permitted *Date:*
24/04/2018

Address: 9 Oakwood Place Lane End Buckinghamshire HP14 3BQ

Proposal: Householder application for insertion of 1 x rear conservation style rooflight

Case Ref: 18/05565/FUL *Decision* Application Permitted *Date:*
26/04/2018

Address: 18 Oakwood Place Lane End Buckinghamshire HP14 3BQ

Proposal: Householder application for insertion of 1 x rear conservation style rooflight

Case Ref: 18/05567/FUL *Decision* Application Permitted *Date:*
26/04/2018

Address: 17 Oakwood Place Lane End Buckinghamshire HP14 3BQ

Proposal: Householder application for insertion of 1 x rear conservation style rooflight

Case Ref: 18/05638/FUL *Decision* Application Permitted *Date:*
27/04/2018

Address: 8 Oakwood Place Lane End Buckinghamshire HP14 3BQ

Proposal: Householder application for insertion of 1 x rear conservation style rooflight
Case Ref: 18/05645/FUL *Decision* Application Permitted *Date:*
27/04/2018

Address: 12 Oakwood Place Lane End Buckinghamshire HP14 3BQ

Proposal: Householder application for insertion of 1 x rear conservation style rooflight

Case Ref: 18/05646/FUL *Decision* Application Permitted *Date:*
27/04/2018

Address: 14 Oakwood Place Lane End Buckinghamshire HP14 3BQ

Proposal: Householder application for insertion of 1 x rear conservation style rooflight

Case Ref: 18/05457/CTR *Decision* Not to make a Tree Preservation Order *Date:*
18/04/2018

Address: Highfield Lodge Finings Road Lane End Buckinghamshire HP14 3EU

Proposal: Tree works as per schedule

Case Ref: **18/05039/FUL** Decision Application Permitted
10/04/2018

Date:

Address: Woodlands Marlow Road Lane End Buckinghamshire HP14 3JP

Proposal: Householder application for construction of part two storey, part first floor, part single storey side/rear extension and associated alterations

Case Ref: **18/05392/VC** Decision Application Permitted Date:
05/04/2018

Address: OS Parcel 2146 Lane End Footpath 10 Lane End Buckinghamshire

Proposal: Application for removal of condition 5 (carbon reduction and water efficiency) attached to PP 15/05044/FUL (Erection of single storey detached 1-bed barn style agricultural workers dwelling/hospitality accommodation in connection with existing agricultural enterprises & shoots at Bolter End Farm accessed via existing track.

NEXT MEETING: Ordinary meeting will be held on Monday 4th June – Sycamore Room, Lane End Village Hall.

Meeting Closed 21.32

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