



Longwick-cum-Ilmer  
Parish Council

## LONGWICK PARISH COUNCIL

To: Cllr McPherson (Chairman), Cllr Richards (Vice Chairman), Cllr Rogers,  
Cllr van Apeldoorn, Cllr Myers and Cllr Barter

You are hereby summoned to a meeting of the Parish Council taking place at Longwick Village Hall on Tuesday 18<sup>th</sup> April 2023 at 8pm.

### AGENDA

Public Forum – The first ten minutes are available for the public to express their view or ask questions on matters on the following agenda. The formal meeting will commence at the end of the public forum or at 7.45pm, whichever is earlier.

166. Welcome and Apologies for Absence
167. To Receive any Declarations of Interest
168. Acceptance of Minutes of the Parish Council Meeting held on the Tuesday 21<sup>st</sup> March 2023
169. Update from Buckinghamshire Councillors
170. To receive Matters arising not otherwise on the Agenda for Information Only
171. Planning Applications. To consider new applications review applications approved and refused
172. To note accounts for payment in accordance with the budget
173. To consider grant application: Longwick C of E School – Library area improvements
174. To decide where to plant the donated Redwood Tree on the playing field
175. To discuss and decide on any responses to correspondence received and/or issued by the Parish Council
176. To receive Reports from Councillors on meetings that they have participated in on behalf of the Parish Council
177. To consider agenda items for the next meeting
178. To confirm the date of the next meeting: Tuesday 16<sup>th</sup> May Annual Meeting of the Council starting at 7.30pm at Longwick Village Hall

**Tracey Martin**  
Clerk, Longwick Parish Council  
[clerk@longwickcumilmer.org.uk](mailto:clerk@longwickcumilmer.org.uk)

12<sup>th</sup> April 2023

## MINUTES FOR APPROVAL



Longwick-cum-Ilmer  
Parish Council

### LONGWICK-CUM-ILMER PARISH COUNCIL MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 21<sup>ST</sup> MARCH 2023 AT 7.30PM AT LONGWICK VILLAGE HALL

#### PRESENT

Cllr Val McPherson BEM (Chair)

Cllrs Brian Richards (Vice), Rolf van Apeldoorn, Alex Barter, Jane Rogers, Richard Myers and Tracey Martin (Clerk)

Buckinghamshire Councillor: Gary Hall

- 150. WELCOME AND APOLOGIES FOR ABSENCE:** Cllr McPherson welcomed all to the meeting. Apologies were received from Buckinghamshire Councillors: Matthew Walsh and Alan Turner
- 151. DECLARATIONS OF INTEREST:** No interests declared
- 152. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD 21<sup>ST</sup> FEBRUARY 2023:**  
An amendment was made to 159a where there had been a misunderstanding and Cllr van Apeldoorn did not have a flag pole to give to the Parish Council. Subject to this change the minutes were approved by all Councillors and the minutes were signed.
- 153. UPDATE FROM BUCKINGHAMSHIRE COUNCILLOR GARY HALL:**
- a. **Askett Traveller site.** The situation is ever changing. In the conditions the Inspector stipulated that there were two conditions that planning applications were to be received by the 15<sup>th</sup> March 23 and this deadline was met. The red wall which has been erected: They have been invited to apply for retrospective planning permission. Cllr Hall added that the Inspectorate has stated that there are not enough pitches within Buckinghamshire for Travellers and Buckinghamshire Council will have to look at increasing land available.
  - b. **Bar Lane Junction / Road Surface:** The junction has been inspected and the red slurry surface has been laid correctly and is safe. Discussions were had on a possible 'STOP' sign as currently there is simply a 'GIVE WAY' sign. Cllr Hall to discuss with the LAT. **Action: Cllr Hall**
  - c. **Stream behind Scout hut:** Discussions were had on the stream which needs flushing which Buckinghamshire Council owns. Cllr Hall to discuss with TfB **Action: Cllr Hall**
  - d. **Barn Road / Boxer Road / Wickfields:** Cllr McPherson asked whether give way signage could be considered. Cllr Hall to discuss with the LAT. **Action: Cllr Hall**
  - e. **Caravan on Thame Road:** The caravan is still there. Cllr Hall to follow up. **Action: Cllr Hall**
  - f. **Heap of rubbish:** Investigations are ongoing.
  - g. **Rose Farm:** A Councillor raised a concern with the state of the verges and the concrete which went into the ditch. Concerns were also raised with regards to lorries waiting on Thame Road waiting to access the site which can be there for over 20 minutes and usually around the school run time. Cllr Hall stated that when works are completed an Officer will attend to ensure that the area including verges are left as found. Cllr Hall will also check the conditions of the planning application to see if there is anything about lorries attending the site. Cllr Hall added that photographic evidence is useful. **Action: Cllr Hall**
  - h. **Footpath opposite Layby Thame Road:** The footpath has been narrowed by lorries turning out of the layby. Cllr Hall to ask the LAT to inspect. **Action: Cllr Hall**
  - i. **Summerleys Road:** Concerns were raised by a Councillor about the mud coming off lorries.
  - j. A Councillor reported a number of dumped washing machines in a field on the Longwick Road which is just out of the Parish. Cllr Hall to look into. **Action: Cllr Hall**
- 154. TO RECEIVE MATTERS ARISING NOT OTHERWISE ON THE AGENDA:** None
- 155. PLANNING:**  
The following new applications were reviewed, discussed and comments approved.  
23/05231/FUL: Ivy Farm Lower Icknield Way Longwick: Objection, see planning portal for full details.  
23/05370/FUL: The Old Forge Thame Road Longwick: No comment  
23/05624/MINAMD: Land to The South of Rose Farm Thame Road Longwick: Notification only

23/05630/ADRC: Plots 4 & 5 Askett Village Lane Askett: Notification only  
All comments were approved.

The following applications status has changed:

22/07568/FUL: Maplefield Owlswick Lane: Application withdrawn

23/05148/CTREE: Cozens Holdings Owlswick: Not to make a Tree Preservation Order

22/08183/ADRC: Land to The South of Rose Farm Thame Road: Permit - detail Reserved by Condition

**156. TO NOTE MARCH PAYMENTS FOR APPROVAL:**

Payee	Net	VAT	Gross	Comment
Tracey Martin	£715.10		£715.10	Clerk Salary
Tracey Martin	£45.00		£45.00	9 weeks home allowance
Cashplus	£341.00		£341.00	Reinstate Balance
HMRC	£40.20		£40.20	PAYE
AJGIBL	£895.61		£895.61	Insurance 23/24
Starboard Systems	£345.60	£69.12	£414.72	Scribe Accounts Software
Shield Maintenance	£143.00	£28.60	£171.60	Bin Emptying
Valerie McPherson	£42.88		£42.88	Additional costs for Meeting
				Overspend on Chairmans
				Allowance
BMKALC	£45.00		£45.00	Cllr Training
Daniel J Hounslow	£3,400.00		£3,400.00	Fencing, Ditch Grate
Orchard View Farm	£66.42	£13.28	£79.70	Room Hire for Meeting
<b>Total</b>	<b>£6,079.81</b>	<b>£111.00</b>	<b>£6,190.81</b>	
<b>Cashplus Card</b>				
Trophies Plus Medals	£279.17	£55.83	£335.00	Medals for Coronation
GiffGaff	£5.00	£1.00	£6.00	Monthly Top Up
<b>Total</b>	<b>£284.17</b>	<b>£56.83</b>	<b>£341.00</b>	
<b>Direct Debits / Standing Orders</b>				
EDF Energy	£25.00		£25.00	Electricity monthly payment
Nest	£41.80		£41.80	Pension Contribution
<b>Total</b>	<b>£66.80</b>		<b>£66.80</b>	
<b>Receipts</b>				
Bucks Council	£551.94		£551.94	Devolved services

All payments were approved.

**157. TO CONSIDER AND APPROVE SUMMER ACTIVITIES ON THE PLAYING FIELD:** Discussions were had and all Councillors were in favour of approving JR Football to hold an event on the 16<sup>th</sup> August at a cost of £450. Parish Council and JR Football to advertise.

**158. TO DISCUSS S.106 MONIES:** Following the February Parish Council meeting the Clerk contacted the relevant officer at Buckinghamshire Council who informed the Clerk that they are currently undertaking a detailed review of the process and systems however, no timescales were provided. Clerk to send copy of email to Buckinghamshire Councillors to see if they can obtain any timescales. **Action: Clerk**

**159. TO APPROVE LOCAL PLAN RESPONSE:** The response which had been circulated to Councillors ahead of the meeting was discussed and approved. Clerk to submit. **Action: Clerk**

**160. TO APPROVE AND SIGN THE DEVOLUTION AGREEMENT:** The previously circulated agreement was discussed, approved and signed.

**161. TO APPROVE THE PURCHASE OF A SALT BIN FOR MEADLE:** Following the agenda being circulated this was discussed with the Local Area Technician and the Clerk was informed that Meadle would not fit the criteria for a salt bin however, the LAT had asked for further justification if the Parish Council wanted to proceed. Councillors felt at this time they would not proceed. A Councillor asked for an update on the salt bin outside the shop. Cllr McPherson to follow up with Buckinghamshire Councillors. **Action: Cllr McPherson**

**162. TO RATIFY QUOTE FOR INSTALLATION OF BENCH SUPPLIED BY COMMUNITY BOARDS:** The previously circulated quote of £500 was discussed and approved by all Councillors.

- 163. TO APPROVE THE FLAG POLE FOR THE PLAYING FIELD AND ASSOCIATED EXPENDITURE:**  
Discussions were had and it was agreed to purchase the Internal Halyard pole from Flags and Flagpoles at a cost of £285 inclusive of VAT subject to the Clerk checking that the internal halyard has a locking system so that the flag can only be changed by authorised personnel. If it doesn't have a locking system the Clerk will use the company which Cllr van Apeldoorn had sourced at a cost of £335. £500 was allocated at the February meeting for the installation.
- 164. TO DISCUSS AND DECIDE ON ANY RESPONSES TO CORRESPONDENCE RECEIVED AND / OR ISSUED BY THE PARISH COUNCIL:**
- a. Cllr Richards stated that in a recent meeting with a resident it was suggested that rather than having a number of different strands, it would be really useful to have one single portal where details of activities, societies, meetings etc within the parish could easily be found. The publication 'Cuddington Voice' was mentioned by way of example, all Councillors have seen a recent edition and very much like the idea. This will be discussed further at the forthcoming Annual Meeting of the Parish on 18th April. Cllr McPherson confirmed that the Autumn / Winter edition of the Parish Newsletter will be the last that she produces.
  - b. Cllr McPherson stated that she had received an email from a resident which was a follow up to a meeting which had taken place with Buckinghamshire Councillors and a couple of residents regarding the transport plan. A response will be circulated to Councillors for review.
  - c. Cllr Van Apeldoorn asked for an update on the meeting which had taken place with Developers and Councillors regarding Land Adjacent to Andersons Farm, Longwick. Councillors had listened to the Developers but had made no comment or provided feedback and will not do so until the official planning application is received.
- 165. TO RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE PARTICIPATED IN ON BEHALF OF THE PARISH COUNCIL:** None attended
- 166. TO CONSIDER AGENDA ITEMS FOR THE NEXT MEETING:** Send through to Clerk
- 167. TO CONFIRM THE DATES AND TIMES OF THE NEXT PARISH COUNCIL MEETING:** The Annual Meeting of the Parish will be held on Tuesday 18<sup>th</sup> April 2023 at 7pm followed by the Parish Council Meeting starting at 8pm at Longwick Village Hall.

There being no further business the meeting closed at 8.45pm

Chair..... Date.....

## **PAYMENTS**

### **Payments for approval:**

<b>Payee</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>Comment</b>
Tracey Martin	£686.90		£686.90	Clerk Salary
Tracey Martin	£20.00		£20.00	4 weeks home allowance
Cashplus	£406.80		£406.80	Reinstate Balance
HMRC	£68.40		£68.40	PAYE
Everything Figures	£125.00		£125.00	Payroll Processing
Shield Maintenance	£143.00	£28.60	£171.60	Bin Emptying
PRTC £1,338.67	£267.73		£1,606.40	Grass Cutting - Playing Field & Ilmer
Bucks Council	£5,838.82		£5,838.82	Toll Bar Corner Junction Improvements (CIL 19/20)
<b>Total</b>	<b>£8,627.59</b>	<b>£296.33</b>	<b>£8,923.92</b>	
<b>Cashplus Card</b>				
GiffGaff	£5.00	£1.00	£6.00	Mobile Top Up
Flags and Flagpoles	£336.50	£67.30	£403.80	Coronation Flag Pole
	<b>£341.50</b>	<b>£68.30</b>	<b>£409.80</b>	
<b>Direct Debits / Standing Orders</b>				
EDF Energy	£25.00		£25.00	Electricity monthly payment
Nest	£41.80		£41.80	Pension Contribution
	<b>£66.80</b>		<b>£66.80</b>	
<b>Payments made under delegated authority</b>				
Print Now	£604.00		£604.00	Newsletter printing invoice received after Meeting
<b>Receipts</b>				
Bucks Council	£3,482.77		£3,482.77	Devolved Services

## **CORRESPONDENCE:**

The Clerk has received the following correspondence:

### **1<sup>st</sup> Correspondence**

On the 29th visitors who park in the School field will be directed to the Fete via the path by the Scout Hut. It will not be a pleasant experience, probably creating a poor impression of the Village.

While the PC are working with Risborough councillors to achieve improvements in this area. I have logged the faults with 'fix my street' and written to the School 3 times, however its unlikely any major improvement will be achieved prior to the Fete.

Could I ask the Parish Council to consider 3 achievable tasks to improve the path.

- Clear the vegetation and leaves along the path and outside the School gate on Dorrells Road. This currently reduces the path width significantly and becomes slippery when wet. See photo
- Trim back the hedge as it joins the green to improve visibility towards Thame Road. See photo
- Request the School to tidy up the Forest School area. In my mind it creates a poor impression of the School services and appears not be a safe place to play or be educated. See photo taken today.

I use the path every day and would be happy to meet a Councillor on site, to discuss the other issues connected to the path.

### **2<sup>nd</sup> Correspondence:**

Hello I am enquiring if you allow your hall and field area to be hired? I am thinking to put on an event involving craft stalls and some activities for children bouncy castle etc etc. How much do you charge for a day rate for either a Saturday or Sunday? Do you have anymore information? I've been asked to contact you after receiving a email from Longwick hall about the field part

### **3<sup>rd</sup> Correspondence:**

Private party 9<sup>th</sup> May on Longwick Playing Field including use of gazebo.

### **4<sup>th</sup> Correspondence:**

We are increasingly concerned about the level of accidents in Stockwell Lane, Meadle. Many of which involve speeding motorists crashing and damaging the Telegraph Poles.

When these poles are damaged or knocked over, it breaks the Fibre Optic connection, preventing all business further on down the line, accessing the Internet.

When this happens, Open reach have to replace the pole, usually takes 2 weeks  
Then, another team reconnects the fibre, usually another week or 10 days.

Since January, there have been 3 incidents of this, the latest only 2 days ago, a mere week since the last one was reconnected.

I appreciate there is little you can do.

But, can I suggest, if you don't already, start logging these accidents as the Police often do not.

Also, ask you fine volunteers, if they would consider setting up the Community Speedwatch in Meadle, as a deterrent on a regular basis.

Plus, suggest to your local PCSO, that an occasional Police presence with the Speed gun would also be a good idea.

The latest accident, I believe came close to damaging a house. If this happens, it could result in a danger to life.

I have copied in your Buckinghamshire Councillors too