



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 21st March 2023 at 7.30pm.

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 21st February 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 and approve summer activities on the playing field
174. To discuss s.106 monies
175. To approve local plan response
176. To approve and sign devolution agreement
177. To approve the purchase of a salt bin for Meadle
178. To ratify the decision to proceed with the quote for the installation of the bench provided by the Community Boards
179. To approve the flag pole for the playing field and associated expenditure.
180. To discuss and decide on any responses to correspondence received and/or issued by the Parish Council
181. To receive Reports from Councillors on meetings that they have participated in on behalf of the Parish Council
182. To consider agenda items for the next meeting
183. To confirm the date of the next meeting: Tuesday 18th April – Annual Meeting of the Parish starting at 7pm followed by the Parish Council Meeting at 8pm at Longwick Village Hall.

Tracey Martin
Clerk, Longwick Parish Council
clerk@longwickcumilmer.org.uk

15th March 2023

MINUTES FOR APPROVAL



*Longwick-cum-Ilmer
Parish Council*

LONGWICK-CUM-ILMER PARISH COUNCIL MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 21st FEBRUARY 2023 AT 7.30PM AT LONGWICK VILLAGE HALL

PRESENT

Cllr Val McPherson BEM (Chair)

Cllrs Brian Richards (Vice), Rolf van Apeldoorn, Alex Barter (agenda item 153), Jane Rogers, Richard Myers and Tracey Martin (Clerk)

Buckinghamshire Councillor: Alan Turner

- 150. WELCOME AND APOLOGIES FOR ABSENCE:** Cllr McPherson welcomed all to the meeting. There were no apologies.
- 151. DECLARATIONS OF INTEREST:** No interests declared
- 152. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD 17th JANUARY 2023:**
Approved by all Councillors.
- 153. UPDATE FROM BUCKINGHAMSHIRE COUNCILLORS:**
- a. Cllr Turner provided an update on the **Traveller site in Askett**: The original family on site have been given temporary permission for four years. Since the permission has been granted they have erected pillars at the entrance which enforcement are dealing with as the appeal decision does not permit permanent structures. The rest of the field has an injunction on it which means it that it would be illegal to move onto. An increase in the number of horses on site was reported. The heap of rubbish was also discussed this is being dealt with by Buckinghamshire Council.
 - b. **Maccabee Kennels**: The Judge has upheld the abatement notice. In 3 months', time further noise recordings will be taken. The planning application for the site is still awaiting a decision.
 - c. The first two planning applications for the **Risborough Expansion Plan** are expected in July / August which will be for around 1500 houses.
 - d. **Bar Lane Road surface**. Due to the accidents which have taken place the Local Area Technician has asked the Network Safety Officer to attend the site to see of anything can be done to make improvements. The wear and tear on the surfacing was also discussed and the original contractor is being called back as it is still within warranty.
 - e. Concerns were raised by a Councillor with regards to **lorries from Rose Farm** exiting the site the wrong way towards Owlswick using Bar Lane which has weight limits. Cllr Turner advised that if Councillors have evidence of this happening it should be reported to enforcement.
 - f. **Caravan on Thame Road**: Councillors asked for an update. This is still being followed up by Buckinghamshire Councillors.
 - g. **Layby Thame Road**: Cllr Turner stated that a number of enquiries have been received regarding the works in the layby and nearby fields. Cllr Turner confirmed that the layby is being used as a temporary construction access for the adjacent solar farm as a link access to the new battery storage facility. Once company the temporary access will be removed.
 - h. **Salt Bins**: Once the shop has made space the Local Area Technician will order the salt bin.
 - i. **Buckinghamshire Council Local Plan**: Further information was requested on the email which had been received from Buckinghamshire Council regarding the new Local Plan. Councillor Turner stated that they are asking Town and Parish Councils to give details of what infrastructure and improvements they feel they would benefit from.
 - j. A Councillor mentioned the lay by Longwick Mill off Lower Icknield Way has had rubbish dumped and has been reported on Fix my street but not moved yet. Cllr Turner mentioned the Buckinghamshire Councillors are aware and chasing.
- 154. TO RECEIVE MATTERS ARISING NOT OTHERWISE ON THE AGENDA:** None
- 155. PLANNING:**
The following new applications were reviewed, discussed and comments approved.
23/05148/CTREE: Cozens Holdings Owlswick: No comment
23/05093/FUL: 9 Ivy Close Longwick: Longwick cum Ilmer Parish Council would like to make the following observations on this planning application:

1. The plans show that there will only be one parking space for a three-bedroom house which is not sufficient.
 2. We are concerned about the extension overlooking neighbouring properties
 3. Access to the back garden will be restricted
- 23/05071/FUL: 40 Walnut Tree Lane Longwick: No comment
All comments were approved.

The following applications status has changed:

22/08164/ADRC: Land to The South of Rose Farm Thame Road: Refuse detail Reserved by Condition
22/07691/FUL: Brook Cottage Meadle Village Road Meadle: Application Permitted
22/08235/PNP16A: Land Opposite Green Space Chestnut Way: Telecom Approval Refused and Required
22/08113/FUL: Barn to Rear of Hill View Longwick Road: Application Permitted
22/08163/ADRC: Land To The South Of Rose Farm Thame Road: Permit - detail Reserved by Condition
22/07441/FUL: September Cottage Ilmer Lane Ilmer: Application Withdrawn

156. TO NOTE FEBRUARY PAYMENTS FOR APPROVAL:

	Payee	Net	VAT	Gross	Comment
	Tracey Martin	£684.10		£684.10	Clerk Salary
	HMRC	£71.20		£71.20	PAYE
	Chiltern Society	£653.80		£653.80	Footpath Clearance 2022
	Shield Maintenance	£143.00	£28.60	£171.60	Bin Emptying
	PRTC	£501.50	£100.30	£601.80	Devolved Services Grass Cutting
	Oxford Oak	£-	£90.00	£90.00	Underpayment of VAT invoice
1758	Longwick Village Hall	£230.00		£230.00	Hall hire for meetings
	Valerie McPherson	£125.00		£125.00	Chairmans Allowance
	Total	£2,408.60	£218.90	£2,627.50	
	Cashplus Card				
	GiffGaff	£5.00	£1.00	£6.00	Monthly Top Up
	Total	£5.00	£1.00	£6.00	
	Direct Debits / Standing Orders				
	EDF Energy	£20.00		£20.00	Electricity monthly payment
	Nest	£41.80		£41.80	Pension Contribution
	Total	£61.80		£61.80	
	Payments made under delegated authority				
	Tracey Martin	£264.00		£264.00	Reimbursement of Dynorod cost
	FMC Conway	£1,500.00	£300.00	£1,800.00	Jetting of stream
	DJ Hounslow	£3,000.00		£3,000.00	Advance on Materials for Fencing

All payments were approved.

It was suggested and agreed that a meeting should be arranged with Buckinghamshire Council to discuss s.106 funding allocations and to ensure that they are not lost. Clerk to arrange meeting. **Action: Clerk**

157. TO NOTE QUARTER 3 ACCOUNTS:

Circulated accounts were noted and the Clerk confirmed that checks had been carried out by Cllr Myers.

158. TO CONSIDER WHETHER TO HOLD A PLAY AROUND THE PARISH SESSION:

- a. Councillors discussed and felt that due to the turnout last year and age that it aimed at they would not proceed with Play Around the Parish but would make enquiries with the company that runs the local football holiday club to see whether he would be interested in working with the Parish Council to arrange some events over the Summer **Action: Clerk**

159. TO CONSIDER PLANS FOR CORONATION AND COMMEMORATIVE MEMORABILIA:

- a. Cllr van Apeldoorn stated he had a 6m pole which the Parish Council could have. It was agreed that this would be suitable however, the Clerk will need to check with planning permission is required. A budget of £500 was allocated for the installation of the flag pole.
- b. Discussions were had a vote taken and it was agreed to order a Union Jack flag and a Coronation Flag.
- c. Discussions were had on whether to order memorabilia. It was agreed to look into ordering medals for the Children in the Parish. These could potentially be handed out at a flag raising ceremony on the Friday before the Coronation. Clerk to check pricing and ensure that it is permitted to have the flag raising ceremony as protocol has been circulated. **Action: Clerk**

- 160. TO NOTE INSURANCE RENEWAL 23/24:**
a. Noted and approved.
- 161. STREET NAME CONSULATION 23/00037/NEWDEV – LAND AT OLD BERKLEY HOUSE, OLWSWICK:**
a. Discussions were had on the proposals by Cllr Rogers. It was agreed to submit the following names: Shepherd Lea or Shepherd Mead an alternative could be Sheep Lea or Sheep Mead. Something sheep related is desired, the reason being the historic association with the "Shoulder of Mutton" and "Lamb Cottage". As a matter of interest in the ancient charter of 903 Owlswick is referred to as "the herds man's dwelling". Clerk to submit suggestion and copy in Buckinghamshire Councillors. **Action: Clerk**
- 162. TO DISCUSS AND DECIDE ON ANY RESPONSES TO CORRESPONDENCE RECEIVED AND / OR ISSUED BY THE PARISH COUNCIL:**
a. Cllr McPherson that there had been an incident on playing field of two young men riding scramblers acting in a suspicious manner. Councillor are checking CCTV footage
b. The Clerk asked how Councillors would like to proceed with the Local Plan request for information from Buckinghamshire Council discussed under item 153i. It was agreed that the Clerk would circulate the email and Councillors would submit their responses for the Clerk to prepare a response to be approved at the next meeting.
- 163. TO RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE PARTICIPATED IN ON BEHALF OF THE PARISH COUNCIL:** None attended
- 164. TO CONSIDER AGENDA ITEMS FOR THE NEXT MEETING:** Send through to Clerk
- 165. TO CONFIRM THE DATES AND TIMES OF THE NEXT PARISH COUNCIL MEETING:** The next meeting of the Parish Council will be on Tuesday 21st March 2023 at 7.30pm at Longwick Village Hall or Platinum Room depending on whether heating is available.

There being no further business the meeting closed at 8.45pm

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

PAYMENTS

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
BMKALC	£45.00		£45.00	Cllr Training
Daniel Hounslow	£3400.00		£3400.00	Fencing Works & Ditch Work & Grate
Total	£6013.39	£97.72	£6,111.11	

CashPlus Card Spend

Trophies Plus Medals	£279.17	£55.83	£335.00	Medals for Coronation
GiffGaff	£5.00	£1.00	£6.00	Mobile Top Up
Total	£284.17	£56.83	£341.00	

Direct Debits and Standing Orders

EDF Energy	£25.00		£25.00	Electricity monthly payment
Nest	£41.80		£41.80	Pension Contribution
Total	£61.80		£61.80	

TO CONSIDER WHETHER TO HOLD A SUMMER ACTIVITY EVENT ON THE PLAYING FIELD

The Clerk has made enquiries with JR Football who are interested in working with the Parish Council to 1-2 events over the Summer Holidays.

The cost is £450 for 2 hours and the equipment will include Zorbs (there are 12 of them) and Sumo suits,(2 plus the matt). They can also include either archery or a beat the goalie.

Proposed dates: beginning and end of August if having two dates Wednesday 2nd/9th and August 23/30th if you If just one date 16th August so it is in the middle

Councillors need to decide whether they would like to proceed with this and whether to hold 1 or 2 days.

TO APPROVE LOCAL PLAN RESPONSES

- 1. How are infrastructure and services in your town / parish currently coping? Please provide a narrative response providing any necessary detail as well as giving a score:**
 - No Public Bus Service for getting to and from work, train station or anywhere.
 - Community Bus no service before 10.00 and after 15.30.
 - Village has increased by 70% of house builds but has not benefited from any additional infrastructure.
 - We need Cycleways from Village to Princes Risborough and surrounding areas.
 - We need safe connection to and from Phoenix Trail.

Voted 1 - seriously under capacity.
- 2. Where you manage specific infrastructure / facilities, such as green spaces or community halls, what are your plans for dealing with any current capacity issues? In particular, please specify how any plans will be funded and timescales for delivery. Please provide links to / copies of any such plans.**
 - Not a demand for organised sports
 - Playing field is currently used by our residents as we have children's playground/ MUGA/ Skate Park/ and Fitness equipment plus to able to enjoy the open space.
- 3. Where you manage specific infrastructure / facilities, such as green spaces or community halls, what are your plans for dealing with future growth and development in Buckinghamshire? In particular, please specify how any plans will be funded and timescales for delivery. Please provide links to / copies of any such plans.**
 - No capacity for increase. See answer to question 1.
- 4. How do you anticipate infrastructure and services in your town / parish will be coping in 2033, after currently planned growth is built? Please provide a narrative response providing any necessary detail as well as giving a score:**
 - See reply to question 1. If not followed up then the answer will be a double 1.
 - The County needs a Mast to keep up with communication but placed in an unused farmer's field.
 - Need to keep, retain and enhance a green gap barrier between Longwick and Princes Risborough's increasing housing development. This has been reduced by extra housing development.
 - It is critical that Post Office's remain open in the county due to banks closing.

Voted 1.
- 5. What are your plans for the period 2033 – 2040 (and beyond if relevant) for your town / parish? In particular, please specify how any plans will be funded and timescales for delivery. Please provide links to / copies of any such plans.**
 - Provide a site for a community IT cafe, facility or hub for small businesses and residents, including car and cycling parking and charging points for electric cars.
 - Ensure all settlements are surrounded by green space with tree planting to enhance the environment.
 - Create pedestrian and cycle access from Thame Road, well positioned a potential new pedestrian crossing over Thame Road.
- 6. What are your ambitions for your town / parish in terms of infrastructure or service improvements?**
 - To retain a Green Buffer zone between Longwick and Princes Risborough expansion., and keep the designated barrier between the village and the town.
 - Need more green spaces in and around the village as increase in housing has taken the appropriate fields.
 - Everything in our Neighbourhood Plan (?)
 - More facilities for children and young adults.
- 7. How do you see the Local Plan for Buckinghamshire helping deliver infrastructure and services in your town / parish?**
 - No Public Transport
 - No railway connection between Aylesbury and Milton Keynes.
 - No Banks
 - Retain Post Offices for better services.
- 8. Are there any other issues we should be aware of regarding infrastructure / services in your town / parish when developing the new Local Plan for Buckinghamshire?**
 - Strict Enforcement of all planning issues within the time frames
 - Free pre-planning advice on what needs planning and what does not.

TO APPROVE AND SIGN DEVOLUTION AGREEMENT

Full agreement is attached separately. The amount received by the Parish Council will be £3482.77

SALT BIN FOR MEADLE

I am waiting to hear back from the Local Area Technician on the proposed location in Meadle which is next to the noticeboard and post-box.

The cost for a salt bin is £450 and then a one-off cost of £100 to fill the salt bin. After the initial cost to fill they will be put onto the Bucks annual program for future refills.

These bins remain the property/ responsibility of the Parish Council for any damage or replacement.

The above is subject to confirmation from the LAT.

TO RATIFY QUOTE FOR INSTALLATION OF BENCH SUPPLIED BY COMMUNITY BOARDS

As the bench was freestanding it was agreed it needed to be fixed in place ASAP hence why the decision is being ratified following the works.

Quote from handyman: To dig out and lay 6x600 slabs as a base and take soil away. £500