



Longwick-cum-Ilmer Parish Council

LONGWICK-CUM-ILMER PARISH COUNCIL MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING HELD ON TUESDAY 20th October 2020 AT 7.30 PM

PRESENT

Cllr Val McPherson BEM (Chair)

Cllrs Brian Richards (Vice), Richard Myers, Alex Barter, Rolf van Apeldoorn, Jane Rogers, Bill Bendyshe-Brown (County), Tracey Martin (Clerk), Two Members of the Public

1. WELCOME AND APOLOGIES FOR ABSENCE

Cllr McPherson welcomed all to the meeting and a minute's silence took place following the tragic death of a resident.

Cllr Walker was unable to attend due to health issues.

Cllr McPherson asked councillors if they were happy to take agenda item 14 after declarations of interest to accommodate for the representatives of the Village Hall who were in attendance.

2. MINUTES OF MEETINGS HELD 15th SEPTEMBER 2020

Approved by all Councillors.

3. DECLARATIONS OF INTEREST

Cllr Rogers declared an interest in planning application 20/7441/VCDN

Cllr Richards declared an interest in planning application 20/07650/CTREE

4. TO CONSIDER PROPOSALS FROM THE VILLAGE HALL REGARDING THE PROPOSED CONVERSION AND EXTENSION

Discussions took place and councillors agreed that the Parish Council is happy to fund the conversion of the changing rooms as previously agreed however, the Parish Council is not willing to spend £40k on the Storage Room as it does not reflect value for money. The Parish Council has made the suggestion of a storage container as a solution at a cost of around £10-12K which currently the Village Hall trustees do not want to consider.

5. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

Cllr van Apeldoorn informed the Parish Council of the arrangements for Remembrance Day. A Bugler will play at 11am and this will be followed by a two minutes silence. Cllr van Apeldoorn will lay a wreath on behalf of the Parish Council unfortunately the event is not being run by the Parish Council due to Covid-19 restrictions.

6. A REPORT FROM CLLR BENDYSHE-BROWN ON MATTERS CONCERNING LONGWICK-CUM-ILMER PARISH COUNCIL

Cllr Bendyshe-Brown apologised for the recent roadworks on Chestnut Way, A4129 and B4009 that had recently taken place and the chaos which it had caused.

Cllr Bendyshe-Brown reported that after a complaint he had negotiated for the Red Lion school bus which stops on Boxer Road / Chestnut Way be moved further up the road as it is causing issues.

Cllr McPherson, Cllr Myers and Cllr Bendyshe-Brown met with Westcotec to discuss the installation of a VAS on Bar Lane which will highlight that a junction is up ahead. Cllr Bendyshe-Brown reported that he will seek to get 50% funding from the community board.



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Discussions were had on road signs which had not been removed and also an increase in fly tipping. Councillors to report these issues to Cllr Bendyshe-Brown.

Dog noise Bar Lane, noise reducers seemed to have been halved or removed. Cllr Bendyshe-Brown to follow up. **BBB**

7. UPDATE ON WEB COMPLIANCE AND EMAIL FRAMEWORK

Cllr Barter reported that the website should be going live within 24 hours and that the emails will be actioned once the website is live. Cllr Barter and the Clerk to liaise with Globalise once the emails and website are live. **AB / TM**

Globalise were paid in full for the year and a refund will be received once cancelled.

8. TO CONFIRM APPROVAL OF UPDATED STANDING ORDERS AND FINANCIAL REGULATIONS

All councillors were in agreement to adopt updated Standing Orders and Financial Regulations. Clerk to update on website. **TM**

9. TO CONFIRM APPROVAL OF THE FOLLOWING POLICIES

Code of Conduct, Privacy Statement, Diversity, Complaints, Data Protection and Accessibility. All councillors were in agreement to adopt the above policies. Clerk to update on website. **TM**

10. TO RECEIVE AN UPDATE ON TRAFFIC CALMING PROJECT

VMcP/BR

Meetings have taken place and a consultant has been selected to create a Transport Vision. The consultant is very keen to engage with the community as soon as possible.

11. ASSETS OF COMMUNITY VALUE (AVC)

Community Right to Bid form for the Red Lion has been submitted to Buckinghamshire Council

12. KISSING GATES FOR LONGWICK

BR

Cllr Richards reported that these are nearly completed in Longwick. Footpath 6 on the Lower end of Thame Road across to Ilmer and footpath 17 on the other side of Thame Road to Owlswick have been completed. Footpath 16 there are 3 complicated stiles, consent has been received from landowners and Rights of Way have signed them off.

Footpath 3 and 4 (Bledlow side) have had permission just need to complete the work.

An article has been included in the newsletter asking residents of Ilmer if they wish to take advantage of the scheme to contact the clerk.

13. PLANNING PERMISSION FOR NEW NOTICEBOARD

Enquiries have been made and the existing noticeboard is out of guarantee. It has been decided that the Clerk will laminate documents before they are put into the noticeboard, if this doesn't stop the documents getting damp then we may have to pay someone to repair the noticeboard.

New noticeboard - Pre-planning application has been submitted a response is expected by 10th November. **TM**

14. TO CONSIDER THE ADDITIONAL BINS REQUIRED FOR THE PARK

All councillors were in agreement that three new bins will be installed in the park, Clerk to obtain quotes. **TM**

Discussions were had on dog waste and it was agreed that signs should be sourced and placed by the Bellway Estate and by the entrance. **TM**

15. TO REVIEW QUOTES FOR REPAIRS TO THE ROOF / FASCIA BOARDS ON THE GARAGE

Additional quotes are required, to be added to agenda for next meeting. **TM**



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16. PLAYING FIELD SHELTER – TO CONSIDER POSSIBLY RELOCATING, CCTV, EXTRA LIGHTING, BARRIERS IN CAR PARK **TM/VMcP**

It seems that the anti-social behaviour has reduced in the last few months. Discussions were had on the possible options with the idea of barriers on the car park being dismissed due to the restrictions on the village hall. It was agreed to look into CCTV and obtain a preliminary costing.

17. REVIEW OF QUOTES FOR CUTTING BACK THE GROWTH AROUND THE PERIMETER OF THE FENCE **VMcP**

A quote had been received to cut back 3 sides around the playing field at a cost of £960. An additional quote was also received for the shrubbery around the car park side at a cost of £380. All councillors were in agreement to proceed.

18. DEBIT CARD PROVISION

The Clerk reported that she had liaised with Lloyds bank and an additional account could be opened which would have a debit card attached for the use of the Clerk. The account would hold an agreed amount of £1000. All councillors were in agreement to proceed with this option. **TM**

19. CONSIDER AND APPROVE FOR THE PARISH COUNCIL TO USE ONLINE BANKING WITH LLOYDS **JR**

The Clerk reported that our current account has the facility for the Clerk to add the payment and for two councillors to log in and authorise the payment. All councillors were in agreement to set up online banking. Councillors who are on the bank mandate will need to complete the previously circulated forms. **VmP / AB / BR / TM**

20. PLANNING

The following new applications were reviewed and discussed:
20/07479/TPO: 5 Woodbine Close, HP27 9ES. No comment
20/07441/VCDN: Old Berkeley House, HP27 9RH: No comment
20/07650/CTREE: Portsonachan, HP17 9UD: No comment

The following applications status has changed:
20/06438/FUL: White Gables, HP27 9SF: Refused
20/06928/FUL: 1 Ivy Cottages, HP17 9UG: Permitted
20/05499/FUL: Ivy Farm, HP27 9RZ: Permitted
20/06257/FUL: Brook Cottage, HP17 9UD: Permitted
20/06593/FUL: Armagh Place, HP27 9SQ: Permitted



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21. FINANCE

The following accounts for payment were reviewed for October and **approved**:

Oct	s/o	Inspection	K Dobson	16.00		16.00	September Playground Risk Assessment
Oct	667						Accounting Services Apr-Jun 20, CIL Reports & VAT for 1st Qtr
Oct		Admin	DCK Accounting Solutions	390.00	78.00	468.00	Expenses, laptop charger, mobile phone, mouse & locks, payment of electric bill to avoid late payments, Planning for
Oct	668						Noticeboard
Oct		Admin	Tracey Martin	177.53	0.00	177.53	Back Pay following increase
Oct	669	Salary	H F Post	68.74		68.74	Q2 Tax F Post
Oct	670	Salary	HMRC	896.06		896.06	Fasthosts - Inv 57883000 & 57856902
Oct	671	Admin	F Post	9.44	1.89	11.33	Owlswick Chapel hire 02/09 & 21/09
Oct	672	Hall Hire	St. Dunstan's Church Monks Risborough P.C.C	60.00		60.00	Coffee - planning meeting
Oct	673	Admin	Val McPherson	14.80		14.80	Kissing Gates Installation CIL
Oct	674	CIL	Kevin Wharton	993.00		993.00	Hosting for 12 mths
Oct	675	Web	TEEC Limited	120.00	24.00	144.00	Migration of site, transfer of domain
Oct	676	Web	TEEC Limited	449.99	90.00	539.99	Sep Payroll
Oct	677	Admin	DCK Accounting Solutions	31.50	6.30	37.80	Autumn/Winter 2020 Parish Magazine
Oct	678	Newsletter	Whiteleaf	680.00		680.00	50% CILCA Reg & 2 days BALC Training
Oct	679	Training	Bledlow-cum-Saunderton Parish Council	323.52		323.52	Grass cutting Sept 2020
Oct	680	Devolved Services	PRTC	273.00	54.60	327.60	Bin Emptying Sept 2020
Oct	681	Bin Collections	TBS Hygiene	160.00		160.00	Fencing CIL
Oct	682	CIL	MAC Groundworks Contractors	2,235.00	447.00	2,682.00	Additional 50 newsletters
Oct	683	Newsletter	Whiteleaf	160.00		160.00	
				Total		7,792.37	

Discussions were had on how many houses were in the village, Clerk to enquire with Buckinghamshire Council.

TM

22. CIL EXPENDITURE UPDATE

CIL expenditure previously circulated and reviewed by all councillors.

23. REVIEW AND APPROVAL OF BANK RECONCILIATION

Reviewed by all councillors.

24. CONSIDER AND APPROVE CLERK'S HOME ALLOWANCE

All councillors were in agreement to approve a home allowance of £5 per week.

25. REVIEW OF CURRENT ELECTRICITY SUPPLIER AND CONSIDER SWITCHING

The Clerk had previously circulated a quote for cheaper electricity.

It was agreed to switch to EDF payable by direct debit to reduce the cost on the following rates:
Standing Charge: 23.2 per day / 16.9 per unit used

TM

26. TO DISCUSS ANY RESPONSES TO CORRESPONDENCE

Cllr McPherson highlighted an issue with a tree in Longwick Playing Field which is encroaching on the bordering property. Clerk to obtain quotes to cut back.

TM

An email had been received informing the Parish Council that Red Kite Radio would like to rebroadcast the Longwick VE Day programme on Remembrance Day. They also stated that they are proposing to put together a program for Christmas. Clerk to clarify if any input is required from the Parish Council.

TM

A complaint has been received regarding a response which the Parish Council submitted against planning application: 20/05499. All councillors were in agreement to send the response which had been circulated prior to the meeting which offers an apology for the concern caused.

TM



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27. RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS ATTENDED

Cllr McPherson had attended WDALC and will attend the next one.

Cllr Rogers had attended the Community Board meeting – Neighbouring community board has proposed a restriction on HGV's Lower Icknield way and Aylesbury / Haddenham road. They are canvassing for neighbouring parish's view. Cllr Roger circulated email to Councillors.

28. AGENDA ITEMS FOR THE NEXT MEETING:

TM

- CCTV quote
- Litter bin quotes for three additional bins
- Fascia quotes for garage
- Playground Safety Report (RoSPA)
- Quote to cut back tree – Longwick Playing Field
- Traffic calming update
- Web development
- Kissing gates
- Park Benches

Cllr Baxter asked whether we need to discuss additional play equipment in the playground. It was decided that it will be included in the next newsletter asking for residents' opinions and the Parish Council will consider additional equipment in the spring.

Cllr McPherson reported that the village flower boxes need replanting and had included it in the newsletter unfortunately nobody had come forward so Cllr McPherson will be purchasing flowers and will plant them. A councillor raised a concern that the flower box had been damaged. Cllr McPherson to check.

VMP

29. NEXT MEETING [VIRTUAL]

7.30pm 17th November 2020.

TM

There being no further business the meeting closed at 9.50pm

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