



*Longwick-cum-Ilmer  
Parish Council*

**LONGWICK-CUM-ILMER PARISH COUNCIL  
MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING HELD ON  
TUESDAY 19<sup>th</sup> JANUARY 2021 AT 7.30 PM**

**PRESENT**

Cllr Val McPherson BEM (Chair)

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

**1. WELCOME AND APOLOGIES FOR ABSENCE**

- a. Cllr McPherson welcomed all to the meeting.
- b. Apologies received from Cllr Bendy-she Brown (County)
- c. No apologies were received from Cllr Walker.

**2. MINUTES OF MEETINGS HELD 15<sup>th</sup> DECEMBER 2020**

**Approved** by all Councillors.

**3. DECLARATIONS OF INTEREST**

None declared

**4. MATTERS ARISING NOT OTHERWISE ON THE AGENDA**

None

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

- a. As Cllr Bendyshe-Brown had offered his apologies and was not in attendance no report was received.

**6. UPDATE ON WEB COMPLIANCE AND EMAIL FRAMEWORK**

- a. Cllr Barter reported that there had been an issue with a Councillors email being hacked. This has now been resolved and it has been advised that passwords are changed every 30 days and / or extremely strong passwords are used.
- b. Cllr Barter, Cllr Myers and the Clerk had had a meeting last week to discuss the updates and changes required. This is ongoing.

**7. TO RECEIVE AN UPDATE ON TRAFFIC CALMING PROJECT**

- a. Cllr McPherson apologised that despite attempts to get an update from the Traffic Calming Consultant nothing had been received. Cllr McPherson and Cllr Richards to discuss next steps. It was confirmed that that no payments had been made. **Action: VmP / BR**

**8. KISSING GATES FOR LONGWICK**

- a. Cllr Richards reported that there is one gate left to be installed on footpath 20. The Rights of Way Officer has received consent from the land owner.
- b. Cllr Rogers queried whether a gate was being installed on footpath 16, after discussions it was confirmed that there are two gates still in storage one for footpath 20 as above and one for footpath 16.

**9. PLANNING PERMISSION FOR NEW NOTICEBOARD**

- a. The Clerk reported the work is being carried out on Monday 25<sup>th</sup> January and a permit has been issued.
- b. Clerk to liaise with Cllr Myers to get access to the garage. **Action: Clerk**



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**10. TO CONSIDER REPLACING BENCHES IN THE PARK**

- a. The Clerk reported that no progress had been. As per the minutes of the 15<sup>th</sup> December notices to be put on Facebook, Website and Cllr McPherson to send out a message via Neighbourhood Watch in order to try and locate the families. **Action: Clerk / VmP**

**11. PLAYING FIELD SHELTER – TO DISCUSS AND CONSIDER CCTV**

- a. Cllr McPherson referred to the previously circulated quotes which had been received. Discussions were had a vote taken with all Councillors happy to proceed with the quote from Camsec at a cost of £6734.98 excl VAT.

**12. TO DISCUSS AND CONSIDER QUOTES FOLLOWING THE ANNUAL RoSPA**

- a. The Clerk referred to the previously circulated quote for the Concrete Skate Park repairs. All Councillors approved the quote from Caloo at a cost of £806.40 inc VAT.
- b. The Clerk reported that the other outstanding issue is on the Cable Runway. The Clerk is waiting for a call back from Caloo as the repair which was highlighted on the RoSPA in September 20 was only replaced in June 20 and should not need a repair / adjustment after 3 months.

**13. PLANNING**

The following new applications were reviewed and discussed:

21/05003/FUL: Whites Gable, Thame Road: No comment

18/08220/FUL: Mobile Home, Orchard View Farm, Little Meadle: Letter of support to be prepared and submitted.

20/08483/FUL: Church Farm, Chestnut Way: No comment

The following applications status has changed:

20/07621/CTREE : Bank Farm, Meadle: Not to make a tree preservation order.

20/08271/ADRC : Alma Ashmead, Meadle: Permit – detail reserved by condition.

20/07718/FUL : Old Oaks, Thame Road: Application permitted.

**14. FINANCE**

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

**Longwick-cum-Ilmer PC  
Payments for Approval**

Meeting: January 2021					
Inv No	Payee	Net	VAT	Gross	Comment
2205015915	Buckinghamshire Council	£ 43.50	£ 8.70	£ 52.20	Annual Playground Inspection
	Tracey Martin	£ 538.19		£ 538.19	Salary & Backpay following increase CiLCA
SI807718	Glasdon	£ 390.00	£ 78.00	£ 468.00	3 x New Bins
P2156	DCK Accounting	£ 25.00	£ 5.00	£ 30.00	December Payroll Processing
	Tracey Martin	£ 41.00		£ 41.00	Home Allowance & land Registry Search
SO	Keith Dobson	£ 16.00		£ 16.00	December Inspection
12321	Princes Risborough Town C	£ 1,232.50	£ 246.50	£ 1,479.00	Devolved Services
124347	Robertsons of Risborough	£ 228.00	£ 45.60	£ 273.60	10 x A5 Signs for Dog Waste
222	TBS Hygiene	£ 160.00	£ 32.00	£ 192.00	Bin Emptying December
P2190	DCK Accounting	£ 25.00	£ 5.00	£ 30.00	January Payroll Processing
				£ -	
				£ -	
		<b>£ 2,699.19</b>	<b>£ 420.80</b>	<b>£ 3,119.99</b>	



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**15. TO NOTE QUARTER 3 ACCOUNTS**

- a. Noted

**16. APPROVAL OF DRAFT BUDGET 2021/2022**

- a. The previously circulated draft budget was discussed and **unanimously approved**.
- b. Cllr Myers asked if CIL could be separated out from the budget. **Action: Clerk**

**17. APPROVAL OF PRECEPT 2021/2022**

- a. The previously circulated precept was discussed and **unanimously approved**. The precept received by the Parish Council for 2021/2022 will be £30,250 which is the same amount received for 2020/2021 and will mean a slight decrease for Band D.

**18. ADOPTION OF UPDATED PARISH EMERGENCY PLAN**

- a. All Councillors were in agreement to adopt the updated Parish Emergency Plan.

**19. TO DISCUSS AND CONSIDER PLAYGROUND INSPECTIONS**

- a. Monthly playground inspections were discussed and whether this could be done by the Clerk in conjunction with Councillors. After discussions it was agreed that Cllr van Apeldoorn will accompany the current contractor to understand how each piece of equipment is checked. **Action: Cllr van Apeldoorn**

**20. TO CONSIDER A GRANT APPLICATION FROM LONGWICK SCHOOL**

- a. Discussions were had on the preciously circulated request in order for Longwick School to purchase 6 x Chromebooks at £300 each which includes licenses. All councillors were in agreement and the application was **unanimously approved**.

**21. TO DISCUSS ANY RESPONSES TO CORRESPONDENCE**

- a. Cllr McPherson reported she had received the following correspondence:
  - i. An email from a resident complaining about youths in the shelters – Cllr McPherson has spoken to the police and they are carrying out patrols.
  - ii. An email from a resident praising member of the parish for providing help to those isolating.
  - iii. An email from a resident concerned about some farmland being sold which is offering 150 homes – no planning permission has been applied for. Parish Council to monitor.
  - iv. An email from a resident concerned about the state of the pavements from Bryant's to the shop and Wellington House to the garage – Cllr McPherson pointed the residents to TfB.
  - v. An email from a resident stating that the stream needs dredging again. Cllr McPherson information the resident that this was discussed at our last Parish Council meeting and will be considered later in the year.
  - vi. An email from a resident stating that there are not enough activities in the village and proposing a Beer and Cider festival once lockdown is over. Resident is exploring further but the Parish Council would support in principle.
  - vii. An email from a resident in Bell Crescent whose garden has become flooded due to works carried out by Luxton Properties. Email has been shared with TfB.
- b. Cllr McPherson reported that she had been in contact with Bellway Homes due to them removing bushes and trees at the top of the playing fields behind the Village Hall. Bellway claim that it is Bellway Land.



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**22. TO RECEIVE REPORTS FROM COUNCILLORS ON VIRTUAL MEETINGS ATTENDING**

- a. Cllr McPherson had attended WDALC meeting and reported the following:
  - i. WDALC are considering producing a website.
  - ii. Discussions had taken place on the Community Boards and how they work differently in different areas and that they should be working in conjunction with each other.
  - iii. The role of BMKALC.

**23. AGENDA ITEMS FOR NEXT MEETING**

- a. VAS and Match Funding
- b. CCTV Update / Policies
- c. Memorial Bench Policy
- d. Removal of Benches and Placement
- e. Location of 3 bins to be agreed

**24. NEXT MEETING [VIRTUAL]**

Tuesday 16th February 2021

7.30pm

There being no further business the meeting closed at 8.40pm

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