

**LONGWICK-CUM-ILMER PARISH COUNCIL
A MEETING OF THE PARISH COUNCIL WILL BE HELD
ON TUESDAY 17th JANUARY 2017 AT 7.30 PM IN LONGWICK VILLAGE HALL
AGENDA**

Public Forum – The first ten minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting.

- 1. Welcome and Apologies for Absence.**
- 2. Acceptance of Minutes of the previous meeting on the 20th December 2016**
- 3. Declarations of Interest -To receive any pecuniary or non-pecuniary declarations of interest**
- 4. To receive Matters Arising not otherwise on the Agenda**
- 5. To receive a report from Cllr Bendyshe-Brown (BCC) on matters concerning Longwick-cum-Ilmer Parish Council**
- 6. Finance - To note accounts for payment in accordance with the budget**
- 7. Capital Items and Community Facilities**
 - A. Playing Field**
 - B. Children's Play Area**
- 8. To consider and decide on a response to correspondence received by the Parish Council**
- 9. To receive a report on the Neighbourhood Plan (Cllr Val McPherson)**
- 10. To discuss and decide on the actions to be taken concerning the residents fundraising for play equipment for the children's play area (Cllrs Val McPherson and Sally Whitworth)**
- 11. To discuss and decide on allowing Risborough Rangers Junior Football Club the use of the playing field**
- 12. To discuss and decide on whether to accept the transfer of the assets from the Trustees of the Longwick Sports Club**
- 13. To appoint the Internal Auditor for the financial year 2016-2017**
- 14. To formally agree the expenditure and precept for the financial year 2017-2018**
- 15. Planning Applications**
 - a. To consider New and Amendments to Planning Applications**
 - b. To Receive Notice of Planning Applications Approved**
 - c. To Receive Notice of Planning Applications Refused**
- 16. Agenda items for the Next Meeting**
- 17. Date of Next Meeting.**

Susanne Griffiths

6th January 2017

**Draft LONGWICK-CUM-ILMER PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
TUESDAY 20TH DECEMBER 2016 AT 7.30 PM
IN LONGWICK VILLAGE HALL**

PRESENT

Cllr Mrs Valerie McPherson BEM (Chairman)
Cllrs. Ian Walker, Sally Whitworth., Jane Rogers, Rolf van Apeldoorn and Brian Richards
Clerk Susanne Griffiths
Deputy Clerk Jayne Mylchreest
6 members of the public

A formal petition against the Rose Farm development was handed to the Parish Council.

1. WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs. Sally Whitworth and Jane Rogers who were unwell.

2. MINUTES

The Minutes of the previous meeting of the Parish Council on the 15th November 2016 having been circulated were approved by the Meeting and signed by the Chairman.

3. DECLARATIONS OF INTEREST

Members were asked to declare any pecuniary or non-pecuniary declarations of interest and the nature of that interest which they may have in any of the items under consideration at this meeting. None were declared.

4. MATTERS ARISING FROM LAST MEETING NOT OTHERWISE ON THE AGENDA

None.

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

Cllr B Bendyshe-Brown gave a report on the following:-

- The Wellington House development -The advertising board has been removed
- Funding is being sought for the Two Vehicle Activation Signs at Chestnut Way and Thame Road.
- The Winter Programme to include clearing the footway from the Longwick entrance gates on Thame Road going towards the Ilmer Road, and the 30mph sign at Owlswick.
- The hedge at the Scout Hut
- Network Rail repairs at the railway bridge/Walnut Tree Lane
- The Local Plan

6. FINANCE

A/The income for November and the expenditure for December was examined by the Council. **All present agreed** that the necessary cheques be signed.

The Clerk presented the accounts together with the bank statements and bank reconciliation for the members' consideration together with a copy of all standing orders and direct debits made from the Parish Council account. **All present agreed** that the accounts were being handled in a satisfactory manner and the monies were all accounted for.

Dec	s/o	December salaries	378.37		378.37
Dec	s/o	BCC Local Government pension scheme	101.60		101.60
Dec	s/o	PRTC Maintenance duties 9/10	300.00	60.00	360.00
Dec	s/o	K Dobson- Risk assessment November	15.50		15.50
Dec	291	Mh-p domain renewal 8/1/2017-07/01/19	15.98	3.20	19.18
Dec	292	Administration for Newsletter	135.90		135.90
Dec	293	HMRC paye Oct Nov Dec	283.80		283.80
Dec	294	Longwick Village Hall –hall hire	268.00		268.00
Dec	295	PRTC - sign cleaning	40.00	8.00	48.00
Dec	296	Travel to Greatmoor recycling facility	14.40		14.40
Dec	297	The Chiltern Society- path clearance	649.66		649.66

B/ Receipts £50.00 Wayleaves

C/ Bank Balance £ 21,282.00 (allowing for the above cheques).

7. CAPITAL ITEMS AND COMMUNITY FACILITIES

A. Playing Field

The November risk assessment highlighted one medium risk issue at the skatepark. The surface is breaking up. A quotation has been received for the repair at £480.00 + vat. The company has advised that the cracks are due to ground movement so infilling them is a temporary solution, these works will need to be carried out under the correct temperature once the frost has cleared.

Cllr Val McPherson proposed to approve the quotation for the repair. Seconded by Cllr Rolf van Apeldoorn. All present agreed.

Resolved: To approve the quotation for the repair. The Clerk is requested to issue the work order.

JM

There were no high risk issues.

B. Children's play area

There were no medium or high risk issues highlighted in the Risk Inspection Report for November

8. CORRESPONDENCE

An email has been received from Tea at Three regarding a grant

Tea at Three thank the Parish Council for approving their grant application of £50 to be paid in the next financial year.

Noted.

A further email from Wycombe District Council has been received regarding a consultation from British Telecom

W.D.C. has recently been notified by BT of their proposals to permanently remove 54 public call boxes in the District. The list of the call boxes can be found by using Consultee Access under reference number 16/07915/CONBT with the draft decision. Representations on the proposal need to be submitted by the 12th January 2017.

Noted.

A draft Agreement and plan has been received regarding a public path at Wellington House

The landowner has agreed to dedicate a public path over land in his ownership at Wellington House and a copy of the draft Agreement between Buckinghamshire County Council and RAP Building and Developments Limited and plan has been received. Any comments to be submitted within 28 days of the date of the letter. **All present agreed** to reply that the Parish Council welcomes this Agreement.

JM

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An email has been received from a resident regarding access to the playing field for tree works.
The resident has requested that access to the playing field be available to a contractor to enable tree works to be carried at his property on the 28th and 29th December 2016.

All present agreed for permission to be given to access the field and Cllr Val McPherson agreed to open the gates on the 28th and 29th December on the understanding that the contractor be responsible to close the gates when leaving. **SG/ VM**

An email has been received from a resident regarding the Neighbourhood Plan and the Rose Farm development

The resident has compiled a petition for the Parish Council from residents of Walnut Tree Lane, Orchard Close and Dorrells Road which requests that the revised Neighbourhood Plan removes development on the field at Rose Farm and locates dwellings in the rest of Rose Farm. The purpose of this would be to reduce the flood risk, impact on the local infrastructure and protect the wildlife and ancient heritage of the field.

The resident asks how the Parish Council is to handle this matter.

Please see Appendix 1 for the formal response on behalf of the Parish Council.

A letter has been forwarded from the Trustees of the Longwick Sports Club from Thames Water regarding setting up an account to pay the water bills

The Trustees have forwarded a letter from Thames Water to the Parish Council to inform the Council that an account needs to be set up to pay the water bills if the Parish Council agrees to take over the Sports Club Assets.

9. A REPORT ON THE RESIDENTS FUNDRAISING FOR PLAY EQUIPMENT IN THE CHILDREN'S PLAY AREA

Cllrs Val McPherson and Brian Richards informed the members that funds have been raised by the residents for playground equipment. **All present agreed** for Cllrs Sally Whitworth and Val McPherson to meet with two of the fundraising group to discuss the amount of monies raised and the preferred equipment. **VM/SW**

10. APPROVAL OF A DESIGN FOR A PARISH COUNCIL LOGO FOR LETTERHEADS

A resident is currently researching ideas for a logo. The Clerk is requested to contact the resident for an update. **SG/JM**

11. FILLING THE VACANCY FOR A COUNCILLOR BY CO-OPTION

All present agreed that the Parish Council should continue to advertise the casual vacancy for a councillor by co-option until the 31st March 2017. Anyone interested will be invited to attend a meeting. The vacancy is to be advertised on the notice board, website and newsletter **SG**

12. ON WHETHER TO PURCHASE THE ASSETS FROM THE TRUSTEES OF THE LONGWICK SPORTS CLUB

A trustee of the Sports club attended the meeting and made the following request: -

“Closure of the club is a sadness and we hope it can be resurrected in due course. Therefore we want to do all we can to assist that possibility. Principally in the interests of enabling active sports participation in the village for young people, from the locale as we always did...

Currently we have no youth club of any sort – this may be a need in future and be some basis for a new incarnation.... If we lost the changing facilities, the floodlights, the groundsman's storage and equipment garage, the ground water and electric supply, the goal posts, line markers, rollers, mowers, nets and practice strip they will take many years to replace if ever --- remember we did it over a 50 year period...If we, in Longwick, now adopt a positive attitude to the future, by allowing the retention of all our excellent facilities and their use by other organised local clubs, and it fails, then an alternative action plan can be implemented, but we will at least have given our newly developing community a greater chance of reflecting the one we currently love.

The plea is for the Parish Council to act in the long term interests of a community which has experienced, and successfully embraced, major population change in the past. – We should use what we have built, not destroy it, and learn from our history of building a happy, cohesive and successful village community. I want the Parish Council to take a lead by embracing and maintaining all our facilities and encouraging their sporting use.”

Cllr. Brian Richards updated the members on the meeting between representatives from the Parish Council and the Village Hall Committee to discuss the way forward for the future of the Longwick Sports Club

A discussion took place and **all present agreed** to defer the decision until the next meeting in January to allow the member's time to consider the options. The Clerk is requested to ascertain from the Trustees the costs involved in purchasing the assets. **JM**

13. A REPORT ON THE PLAYING FIELD AND VILLAGE HALL

Cllr Val McPherson updated the members regarding Risborough Rangers Junior Football Club who has sent the following proposal to use the playing field:-

Age Group	Number of attendees Max	When required	Year	Comments
U13 – GIRLS	15	Saturday AM 10am-12pm	August – April	Girl's leagues are not so large therefore it's not likely to cover this entire period.
	15	Tuesday 6pm -8pm	August – April	
U16 –Girls	18	Saturday AM 10am-12pm	August – April	
	18	Tuesday 6pm -8pm	August – April	
Pan Disability	10	Saturday 9-30am -10.30am	August – April	If indoors is available this would be a better option to then have choice of inside or outside based on the weather?

Risborough Rangers Junior Football Club are conscious that when the weather deteriorates they are not to play matches or train on the pitch area to preserve the field of play.

A discussion took place and **all present agreed** to defer the decision until the next meeting in January to allow the member's time to consider the options.

14. PLANNING APPLICATIONS

To consider New Planning Applications

16/08289/FUL 40 Bell Crescent Longwick Buckinghamshire HP27 9SE

Proposal: Householder application for construction of single storey front extension

The Parish Council has no objections.

16/07997/FUL

Proposal: 8 Lower Icknield Way Longwick Buckinghamshire HP27 9RZ

Address:Householder application for demolition of existing garage and construction of part single storey, part two storey front, side and rear extension

The Parish Council has no objections.

16/08104/FUL

Address: Old Orchard Thame Road Longwick Buckinghamshire HP27 9SW

Proposal: Householder application for construction of single storey extension to existing outbuilding ancillary to main dwelling

Cllrs. Val McPherson and Ian Walker agreed to make a site visit and circulate their comments to the other members for their consideration.

16/08189/FUL

Address: The Old Vicarage Ilmer Lane Ilmer Buckinghamshire HP27 9RA

Proposal: Householder application for construction for single storey rear extension, part single/part two storey front porch extension, single storey front porch extension to new kitchen and fenestration alterations

The Parish Council has no objections.

Notice of Planning Applications Approved

16/07742/FUL *Decision Application Permitted*

Address: The Cobblers Meadle Village Road Meadle Buckinghamshire HP17 9UD

Proposal: Householder application for construction of replacement 2m high red brick wall around pool area and replace dilapidated wooden fence along south-east side with 2m high ship lap fence

15/08455/OUT *Decision Permission with Planning Obligation*

Address: OS Parcels 6232 & 7428 Thame Road Longwick Buckinghamshire

Proposal: Outline application(including details of access only) for erection of up to 43 dwellings with vehicular access from Thame Road ,public open space and

16/07465/FUL *Decision Application Permitted*

Address: The Rosary Ilmer Lane Ilmer Buckinghamshire HP27 9QZ

Proposal: Householder application for construction of detached timber framed garden building ancillary to the main dwelling

16/07622/LBC *Decision Application Permitted*

Address: Dock Farm Meadle Village Road Meadle Buckinghamshire HP27 9UD

Proposal : Listed building application to change existing door to a window to match adjoining window

16/107659/CTR *Decision Not To Make A Tree Preservation Order*

Address: The Cobblers Meadle Village Road Meadle Buckinghamshire HP17 9UD

Proposal: Crown reduce by approximately 5% of the total crown area, reducing extended laterals by up to 1.5m removing no more than 2m from any one branch to reshape and maintain the size of the tree due to the proximity of the residence and crown raise and reduce back from the neighbouring structure to provide 2.5m clearance of secondary laterals to Beech tree(T1) and crown reduce the height by 3-4m from the tips and reduce both sides by up to 2m to reshape to Beech tree(T2)

TREE PRESERVATION ORDER No 29/2016

Trees located within the cartilage of the field boundary OS Parcel 2075 Thame Road Longwick Bucks

To receive Notice of Applications Refused

16/05276/PNP3Q Appeal Decision - Appeal Dismissed

Address: Barn Longwick Mill Lower Icknield Way Longwick Buckinghamshire

Proposal: Prior notification application (Part 3,Class Q) for change of use of existing agricultural building to 1x4 bed dwelling (Use Class C3) and associated operational development

16/07950/MIN

Decision Application Refused

Address: Lyndale Stockwell Lane Meadle Buckinghamshire HP17 9UD

Proposal: Proposed non-material amendment to permission for construction of roof extensions/alterations including 3 x front dormer windows, construction of single storey rear extension, new roof terrace to rear and associated external alterations granted under householder planning ref: 15/07444/FUL

To receive Notice of Applications Withdrawn

None.

15. AGENDA ITEMS FOR THE NEXT MEETING.

On Whether To Purchase The Assets From The Trustees Of The Longwick Sports Club

To formally agree the expenditure and precept for the financial year 2017-2018

To appoint the Internal Auditor for the Financial year 2016-2017

16. NEXT MEETING

The next meeting of the Parish Council will take place on Tuesday 17th January 2017 in Longwick Village Hall at 7.30pm. There being no further business to discuss the Meeting closed at 8.50pm.

Appendix 1

Wycombe District Council is imposing a housing number this time in the draft Local Plan, which the Parish Council objected to in the summer. (Penelope was matter-of fact, as it is largely out of her hands too and is driven by the housing need, rather than the New Home Bonus).

The Neighbourhood Plan is an opportunity to halt further growth, but we are trying to close the stable door after the horse has bolted to some extent.

The Rose Farm plans were consulted upon separately last year by their agents Framptons and this year by Wycombe District Council formally, and this was independent of the Neighbourhood Plan process. The Parish Council objected to this application on 21 August 2016.

The Neighbourhood Plan cannot “undo” a planning application and identify an adjacent site instead, without the risk of them both coming up, which would mean adding far more homes than 300.

Wycombe District Council will struggle to find reasons to refuse the Rose Farm application given the other two applications approved recently, and the Neighbourhood Plan cannot uphold any planning applications.

The Neighbourhood Plan gives an opportunity to add design principles to the application sites – 5m buffers to the edges with the adjacent houses etc.

The money discussed at the meeting was about CIL and not the New Home Bonus – these are not the same thing at all, and we were talking about trying to capture some of the CIL money coming into Wycombe District Council if we got on with the Neighbourhood Plan.

Louise states she has been misquoted here, as she said that in trying to avoid identifying yet more land for development around the village, she had asked Wycombe District Council whether the sites already proposed could be asked to take more homes, i.e. Rose Farm up to 75 homes. Charles Power who is the Planning Officer for Wycombe District Council had said that the applicants might try that themselves at the detailed design stage, but the Neighbourhood Plan could not so that. That was why we were looking at the other sites to try and meet the Wycombe District Council target. So having 75 homes at Rose Farm is definitely not part of the Neighbourhood Plan.

Wycombe District Council sees the land at Rose Farm up to the railway line as a possible solution to long term growth, which if the Neighbourhood Plan does not go ahead or is not supported they, could outline in the draft Local Plan.

The Neighbourhood Plan cannot allocate land for less housing than the Local Plan.

Agenda Item No 6

vat

Jan	s/o	January salaries	378.37		378.37
Jan	s/o	BCC Local Government pension scheme	101.60		101.60
Jan	s/o	PRTC Maintenance duties 10/10	300.00	60.00	360.00
Jan	s/o	K Dobson- Risk assessment December	15.50		15.50

INSPECTION 27/12/16

LOCATION: Longwick Playing Field

**Defects
Yes/No**

Category

**Level
of Risk**

Surfaces: Paths	Good			No
Grass	OK			No
Pi Seats	Generally OK			No
Bins	Good			No
Play Area	See separate report			No
Skate Ramp & Shelter	One area is really breaking up and I think that it may need the remedial work discussed early in the new year – no change	Yes	2 Work order raised	Medium
Aerial Runway	OK		Work complete	No
Goal Posts	Good			No
Gate	Good			No
Fencing	OK			No
Boundaries	OK			No
General Comments				

LONGWICK MISCELLANEOUS AREAS AND ITEMS

Level of Risk

Ilmer Green	Good			No
Ilmer Bench	Good			No
Longwick shop notice board	Good			No
Longwick War Memorial	Wreaths still present and strewn about	Yes	3	Low
Owlswick Chapel Bench	OK			No

Council inspection report form – play areas

Date 27/12/16

Inspectors name: Keith Dobson

Site inspected: Longwick Play Area

Item or area	Specific item/location	Defects Yes/no	Category
Stability and condition of frames		No	
Fittings and fixings – present and secure?		No	
Guard rails and other safety features		No	
Sharp edges or other protrusions?		No	
Working of moving parts		No	
Swing seats, chains and shackles		No	
Slide surface		No	
Base plate or spring items secure?		No	
Seats		No	
Fencing and gate		No	
Debris (broken glass, litter, etc)		No	
Surfaces (under equipment and elsewhere)		No	
Notice and warning signs – presence and condition		No	

CATEGORY OF DEFECT & RESPONSE TIMES

Category 1 – Safety defect within 24 hours

Category 2 – Maintenance defect within 14 days

Category 3 – Maintenance defect with 26 weeks

Agenda item 15

16/08424/FUL Folly Cottage Ilmer

16/08471/FUL Owlswick Barn Owlswick