

**LONGWICK-CUM-ILMER PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON  
TUESDAY 16 FEBRUARY 2016 AT 7.30 PM  
IN LONGWICK VILLAGE HALL**

**PRESENT**

Cllr Mrs Valerie McPherson BEM (Chairman)  
Cllrs Ian Walker, Jane Rogers, Rolf van Apeldoorn, Graham Walters, Sally Whitworth and  
Brian Richards  
Clerk Mrs Susanne Griffiths  
Clerical Assistant Mrs Jayne Mylchreest  
3 members of the public

**1. APOLOGIES FOR ABSENCE**

No apologies were received.

**2. MINUTES**

The Minutes of the previous meeting of the Parish Council on the 19<sup>th</sup> January 2016 having been circulated were approved by the Meeting and signed by the Chairman.

**3. DECLARATIONS OF INTEREST**

Members were asked to declare any personal 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. A REPORT FROM CLLR BENDYSHE-BROWN (BCC) ON MATTERS CONCERNING LONGWICK-CUM-ILMER PARISH COUNCIL**

Cllr. Bill Bendyshe-Brown reported on the following-:

- Flooding on Bar Lane
- Fly tipping at the Thame Road layby – soil has been analyzed and can now be removed
- Imer Road – flooding issues have been dealt with and resurfacing is to take place in the next financial year
- Bucks County Council budgets
- Stockwell Lane /Askett Lane -Planning Enforcement- WDC are monitoring
- Bus pass renewals
- The Queen's Birthday celebrations
- A new Community Bus arriving in March 2016

**5. MATTERS ARISING FROM LAST MEETING NOT OTHERWISE ON THE AGENDA**

The Queens 90<sup>th</sup> Birthday Celebrations – Clean for the Queen litter -pick

The LOGS intend to organise a litter pick in the Village on the 5<sup>th</sup> March to coincide with the national "Clean for the Queen" event that is planned nationally. They are hoping to encourage extra people from Longwick to join the LOGS in their efforts as well as the Scouts. There will be two parties both meeting at 10.30am. One will be at the end of Bell Crescent and the second at the junction of Walkers Road with Thame Road.

### An email has been received from the “Tesco Bags of Help” Grants

The ‘Longwick-cum-Ilmer Parish Council – Playing Field’ project has been successful in being shortlisted for a Tesco Bags of Help grant. The project is guaranteed a funding grant of either £8000, £10000 or £12000. The next stage of the process is the results from customers voting in selected local Tesco stores on the 27<sup>th</sup> Feb-6<sup>th</sup> March to determine the amount the Parish Council will receive.

The email included guidelines summarising how Tesco would like to work together with the Parish Council on public relations and social media, including how to use the Tesco branding, use of logos and social media handles.

### Appointment of the Internal Auditor

The Internal Auditor has been appointed and will carry out the audit on the 7<sup>th</sup> April 2016.

## **6. FINANCE**

### A/ Payments

Feb	s/o	February Salaries	420.48	420.48
Feb	s/o	BCC Local Government pension scheme	97.68	97.68
Feb	s/o	K Dobson January Risk Assessment	15.30	15.30
Feb	237	Came & Co - annual Local Council Insurance Policy	1,349.28	1349.28

B/ Receipts - £NIL

C/ Bank Balance £ 19,147.43 (allowing for the above cheques).

The income for January and the expenditure for February was examined by the Council. **All present agreed** that the necessary cheque 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.

## **7. CAPITAL ITEMS AND COMMUNITY FACILITIES**

### **A. Playing Field**

There were no medium or high risk issues highlighted in the Risk Inspection Report for January 2016.

### **B. Children’s play area**

The report for January 2016 highlighted a medium risk and low risk issue concerning the bench and fence. As a medium risk has to be actioned within 14 days a quotation has been obtained to repair the damage costing £167.47. **All present agreed** to request the Clerk to issue a work order to action the repairs highlighted. **JM**

## 8. ROADS, VERGES AND RIGHTS OF WAY

The Clerk is requested to report the following issues to the relevant authorities:-

- A caravan full of rubbish, old tyres etc in the lay by on the Lower Icknield Way, right hand side on the way to Chinnor before the Phoenix rail bridge.  
This has been reported to TFB under Reference No 46013627 **JM**
- Large white directional sign at the Thame Road roundabout by the garage needs cleaning **JM**
- A request to cut the hedge lower outside Blenheim Close to aid visibility **JM**
- A dead Elder tree at the end of Dorrells Road by the school **JM**
- A pothole outside the property known as Sans Paddock Owlswick **JM**
- A manhole water cover has been misplaced and the black and white posts have been damaged outside the property known as Resta While Owlswick. **JM**

## 9. CORRESPONDENCE

A copy of The Princes Risborough Town Plan Draft Plan Consultation Document has been received from Wycombe District Council

Information leaflets and response forms to the Consultation Document have also been received. The members were encouraged to complete a response form. **All present agreed** to include this item on the next agenda to agree a response from the Parish Council. **ALL**

A letter has been received from a planning consultant

An invitation has been received to attend an exhibition relating to an outline planning application for a residential development on land at Rose Farm, Thame Road, Longwick. The exhibition will take place at the Longwick Village Hall on Monday 29<sup>th</sup> February 2016 between 4pm and 7pm. **Noted.**

## 10. REPORT FROM THE STEERING GROUP ON THE NEIGHBOURHOOD PLAN

Cllr Graham Walters informed the members that the Examiners Report is to be published on the Wycombe District Council website shortly.

WDC has requested a meeting with the Parish Council regarding the report.

Cllr Brian Richards proposed that the Steering Group members attend and make any minor decisions on behalf of the Parish Council. If major decisions are required, an extraordinary meeting of the Parish Council will be called, to allow the Steering Group members to report back to enable the Parish Councillors to make an informed decision. Seconded by Cllr Sally Whitworth. **All present agreed.** Date to be confirmed.

## 11. UPDATE ON THE PRINCES RISBOROUGH TOWN PLAN STEERING GROUP

Cllr Rolf van Apeldoorn presented a report from the Princes Risborough Steering Group for Princes Risborough Action Plan. Please see link on Princes Risborough Town Council website [www.princesrisborough.com](http://www.princesrisborough.com)

## 12. APPLICATION FOR THE LOCAL COUNCIL AWARD SCHEME QUALITY STATUS

The Quality Award demonstrates that a council achieves good practice in governance, community engagement and council improvement. The scheme enables the council to show

that they meet the standards set by the sector. Cllr Val McPherson proposed to apply for the local council quality status at a cost of £30.00. Seconded by Cllr Sally Whitworth. **All present agreed** SG

### **13. REPORT FROM THE PLAY EQUIPMENT WORKING GROUP**

Cllr Sally Whitworth informed the members that the Working Group has arranged a quiz night and arranged to have a stall at the village fete to raise funds. **All present agreed** to advertise these events in the parish newsletter. Cllr Sally Whitworth agreed to provide a bulletin to include on the website and notice boards SW/JM

### **14. THE PROVISION OF FLOWER CONTAINERS AT THE ENTRANCES TO THE VILLAGE AND THE THAME ROAD ROUNDABOUT**

Cllrs Val McPherson and Sally Whitworth informed the members that local suppliers have offered to make the containers and supply the flowers at the four entrances to the village. **All present agreed** to accept these very kind offers subject to permission from Bucks County Council. The Clerk is requested to contact B.C.C. for a decision. Cllrs Val McPherson and Sally Whitworth agreed to provide the measurements for the boxes. JM/SW/VM

### **15. APPROVAL OF THE COST OF ADVERTISING SPACE IN THE PARISH NEWSLETTER**

Cllr Val McPherson proposed the following charges :-  
Full page £50.00 Half page £30.00 Quarter page £ 20.00 to include vat.  
To be reviewed at the end of one year. Seconded by Cllr Sally Whitworth. **All present agreed.**

### **16. LIMITING THE VEHICLE ACCESS TO THE PLAYING FIELD**

Cllr Val McPherson informed the members that an unauthorised vehicle had left tyre marks on the playing field. Cllr Brian Richards proposed to change the code on the padlock. Seconded by Cllr Sally Whitworth. A vote was taken with 5 votes for the proposal , 1 vote against and 1 abstention. Therefore the motion was carried. Cllr Val McPherson agreed to change the code. VM

### **17. UPDATE ON 16/00050/OP ALLEGED CREATION OF ACCESS WITHOUT PLANNING PERMISSION**

Cllr Sally Whitworth updated the members and confirmed that the police had attended the site and the situation is being monitored by WDC.

### **18. REVIEW OF THE PARISH COUNCIL INSURANCE POLICY**

The members reviewed the insurance cover. **All present agreed** that the present cover was sufficient. SG

### **19. THE PURCHASE OF HIGH VISIBILITY JACKETS AND LITTER PICKERS FOR THE "CLEAN FOR THE QUEEN" LITTER PICK**

**All present agreed** to purchase 15 high visibility jackets and 28 litter pickers. The cost not to exceed £100.00. The Clerk is requested to purchase the items. SG

### **20. REQUEST FOR A REDUCTION IN SPEED LIMITS IN MEADLE AND ALONG STOCKWELL LANE**

Cllr Sally Whitworth informed the members that the residents of Meadle are concerned with vehicles travelling at high speeds in this area **All present agreed** to request a reduction in speed limits in Meadle and along Stockwell Lane . Cllr Brian Richards proposed that the

Clerk contact Cllr Bill Bendy-she Brown ( B.C.C.) to liaise with Cllr Sally Whitworth on behalf of the Parish Council . **All present agreed.** SG

### **21. A REQUEST TO INTRODUCE “NO OVERTAKING “ALONG THE B4009 NEAR THE JUNCTION WITH STOCKWELL LANE**

Cllr Sally Whitworth informed the members that the residents of Meadle wish to request the introduction of “No Overtaking” along the B4009 50 meters either side of the junction with Stockwell Lane .**All present agreed** to request the introduction of “ No Overtaking” along the B4009 50 meters either side of the junction with Stockwell Lane.

Cllr Brian Richards proposed that the Clerk contact Cllr Bill Bendy-she Brown ( B.C.C.) to liaise with Cllr Sally Whitworth on behalf of the Parish Council. Seconded by Cllr Val McPherson. **All present agreed.** SG

### **22. A QUOTATION TO APPLY A WEED AND FEED FERTILISER IN THE SPRING ON THE PLAYING FIELD**

A quotation has been received to treat the area with a selective herbicide between the tree line and the small knee high fence at £230 + VAT and 8 bags of organic fertiliser spun on the pitches at 1 Ha £ 276 + VAT. Cllr Sally Whitworth proposed to approve the quotation and to include a treatment in the play area in the first week of May 2016. Seconded by Cllr Brian Richards. **All present agreed.** The Clerk is requested to issue a work order. JM

### **23. PLANNING APPLICATIONS**

To consider New Planning Applications

#### **15/08455/OUT**

**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 landscaping.

**All present agreed** for the Neighbourhood Plan Steering Group members to draft a response for circulation to the members for their approval.

#### **16/05151/CTREE**

**Address:** St Peters Church Ilmer Lane Ilmer Buckinghamshire

**Proposal:** Reduce height of Holly by 5 metres to provide 2 metres clearance from BT cables and reduce lean toward road. **The Parish Council will abide by the decision of the Arboriculturalist.**

#### **16/05175/CTREE**

**Proposal:** Pond Adjacent Ilmer Meadow Ilmer Lane Ilmer Buckinghamshire

**Address:** Pollard Willows T1-T7. **The Parish Council has an interest in this application therefore the Parish Council will not comment.**

#### **16/05232/FUL**

**Address:** 5 Lower Icknield Way Longwick Buckinghamshire HP27 9RZ

**Proposal:** Householder application for construction of part two storey, part single storey front/side extension. **All present agreed** for Cllrs Val McPherson and Sally Whitworth to make a site visit and report back to the other members for approval. VM/SW

Notice of Planning Applications Approved

**15/08392/FUL**      *Decision*      Application Permitted

**Address:** Meadle Cottage Meadle Village Road Meadle Buckinghamshire HP17 9UD

**Proposal:** Householder application for demolition of rear single storey and part two storey section and reconstruction of single storey rear extension, creation of dormer window opening at rear, repair and reinstatement of oak frame, internal alteration to enlarge family bathroom and insert wc to form en suite bathroom.

**15/08393/LBC**      *Decision*      Application Permitted

**Address:** Meadle Cottage Meadle Village Road Meadle Buckinghamshire HP17 9UD

**Proposal:** Listed building application for demolition of rear single storey and part two storey section and reconstruction of single storey rear extension, creation of dormer window opening at rear, repair and reinstatement of oak frame, internal alteration to enlarge family bathroom and insert wc to form en suite bathroom.

**15/08269/CLE**      *Decision*      Grant Certificate of Lawful Use

**Address:** Land At Saddleback Barn Chadwell Hill Farm Lower Icknield Way Longwick

**Proposal:** Certificate of Lawfulness existing for surfacing access track by laying of tarmac scalplings (as shown edged in orange on Plan C attached hereto)

**15/08433/TPO**      *Decision*      Application Permitted

**Address:** Upper Manor Farm Ilmer Lane Ilmer Buckinghamshire HP27 9RA

**Proposal:** Fell Weeping Willow (T1 on TPO/T2 on Arb Report)

To receive Notice of Applications Refused

None

To receive Notice of Applications Withdrawn

None.

To receive Notice of Appeals in Progress

**14/06965/OUT**

**Address :**Land off Barn Road, Longwick (Ref 14/06965/OUT & PP/K0425/W/15/3018514)

The Inquiry will be held in the Council Chamber at Wycombe District Council Offices starting on 12<sup>th</sup> April at 10am and the Inquiry is set to last 6 days. Sitting on 12-15 April and 19-20 April. Inquiries are open to members of the public

**24. AGENDA ITEMS FOR THE NEXT MEETING.**

To discuss and decide whether to introduce a Grant Policy and Application Form

To discuss and decide on the future appointment of auditors by the Smaller Authorities Audit organisation as set up for the Local Sector

To agree on a response to The Princes Risborough Town Plan Draft Plan Consultation Document

To review the Tree Survey and decide any action to be taken

**25. NEXT MEETING**

The next meeting of the Parish Council will take place on Tuesday 15<sup>h</sup> March 2016 in Longwick Village Hall at 7.30 pm. There being no further business to discuss the Meeting closed at 9.50pm.

Chairman.....

Date..... **Page 873**