

**PARISH COUNCIL MEETING  
LONGWICK-CUM-ILMER PARISH COUNCIL  
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON  
TUESDAY 19<sup>TH</sup> JUNE 2012 AT 8.00 PM  
IN LONGWICK VILLAGE HALL**

**PRESENT**

Cllr G Harper (Chairman)  
Cllrs I Walker, Mrs J Rogers, B Richards and G O'Neill  
Mrs S Griffiths (Clerk)

**1/ APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllrs G Walters and Mrs V McPherson

**2/ MINUTES**

The Minutes of the previous meeting of the Parish Council on the 15<sup>th</sup> May 2012, having been circulated were amended and 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/ MATTERS ARISING NOT OTHERWISE ON THE AGENDA**

The Clerk has received three requests for mugs from parents of children that did not attend the school and were not present at the Diamond Jubilee. Cllr G O'Neill agreed to contact the school to ascertain if they had any spare mugs.

GON

**5/ FINANCE**

Accounts for Payment

VAT

37	Risk Assessment	K Dobson - Risk Inspection May 2012	£14.60		£14.60
38	Dog waste and litter bins	TBS Hygiene - collections 02/03/12 -25/05/12	£196.40	£39.28	£235.68
39	Subs	WDALC - Annual membership	£10.00		£10.00
40	Clerks Fees	HMRC - Tax due 01/04/2012 -30/06/2012	£255.80		£255.80
S/o	Grass Cutting	Manor Estates - Grass cutting May 2012	£369.07	£73.81	£442.88
S/o	Clerks Fees	S Griffiths - June salary	£341.27		£341.27
41	Misc	Briants – repair of fence to be paid by resident	£375.00	£75.00	£450.00
42	Capital Projects	K Trout – Diamond Jubilee Celebration costs	£215.00		£215.00

B/ Income

£1026.30 - VAT refund

C/ Bank Balance £9,369.69(allowing for the above credits and cheques)

The income for May and expenditure for June was examined by the Council. **All present agreed** that the necessary cheques be signed.

**6/CAPITAL ITEMS AND COMMUNITY FACILITIES**

**A. Playing Field**

Risk inspection – Cllr G Harper informed the members that he had removed the old wheel and the small amount of graffiti from the Skate Ramp and Shelter and applied weed killer to the paviers as highlighted on the Risk

Inspection report. The Risk Inspection report also reported a low risk for the chain holder on the aerial runway showing signs of disrepair. The Parish Council has instructed RoSPA to undertake a thorough inspection on the play equipment and will await their report before contacting the manufacturer concerning this defect.

### **B. Children's play area**

Risk inspection – Cllr G Harper confirmed that there were no defects reported on the play equipment.

Nothing to Report

### **7/ ROADS, VERGES AND RIGHTS OF WAY**

The Clerk has received a reply to her complaint raised about the missing Signpost in Owlswick reported under reference number CRN341490. A specialist post/sign was being ordered. The timescales provided by the supplier are approximately 3/4 weeks to manufacture and supply. Transport for Buckinghamshire will then need to programme in the installation of the post/sign. Therefore they envisage installation in the next 4/6 weeks.

The collapsed manhole cover in Ilmer has an order raised for its repair.

Concerning the Potholes reported previously in Longwick and Owlswick under reference number 35843, the Local Area Technician inspected the potholes and advised that they are currently below intervention levels. He has raised an order for 1 pothole outside of Bryant's on the bend all other defects are below intervention levels. The Clerk will raise this issue again with the Highways Department as the members felt that intervention was required on the remaining holes and copy in the e-mail to County Cllr P Rogerson.

The Clerk is requested to raise the following concerns with the relevant local authority: -

**SG**

The black and white posts outside Restawhile in Owlswick need replacing. This was previously reported under reference number 351735

Large potholes in Stockwell Lane, Owlswick approaching B4009 are very dangerous. Previously reported under ref number 361227.

### **8/ CORRESPONDENCE**

#### Letter from resident re BT Cable box

A letter has been received complaining about the positioning of a BT Cable Box in the Thame Road making it difficult for drivers leaving Walnut Tree Lane to see oncoming traffic when they pull out. **All present agreed** that the cable box has been placed in a dangerous position and as the Clerk has already contacted Highways Dept, to forward a copy of the letter to the County Cllr Paul Rogerson. **All present further agreed** for Cllr G O'Neill to ask the school to lobby the Highways Dept. as well as Walnut Tree Lane is particularly busy when parents of the children are dropping off and picking up the children.

**SG/GON**

#### Neighbourhood Planning Training (Jul 21, 2012)

Noted

#### Request for use of Playing Field for a new football club

A request has been received from a new football club for the use of the Playing Field. The Sports Club already use the field for regular matches and it was **agreed** by all that it would be best for the new team to contact the Sports Club.

**SG**

### **9/ REPORTS**

School Governors – Cllr G O'Neill reported that the footpath fence is broken and overgrown with weeds. Cllr G Harper agreed to obtain quotes for the repair of the fence and Cllr G O'Neill agreed to trim the weeds. **GH/GON**

NW Chilterns Local Area Forum – **Nothing** to Report

WDALC. - Nothing to Report

Neighbourhood Action Group - Nothing to Report

Newsletter – Nothing to Report

Risborough Area Forum - Nothing to Report. The next meeting is to be held on the 16<sup>th</sup> July.

Risborough Area Partnership – Nothing to Report. The next meeting is to be held on the 19<sup>th</sup> July. Page 686

**10. REVIEW AND APPROVE THE GOVERNANCE AND MANAGEMENT RISK REGISTER AS PREVIOUSLY CIRCULATED TO THE MEMBERS.**

All present agreed to approve the Governance and Management Risk Register for Longwick-cum-Ilmer Parish Council as previously circulated to the members. **SG**

**11. REVIEW AND APPROVE THE STANDING ORDERS AND FINANCIAL STANDING ORDERS FOR LONGWICK-CUM-ILMER PARISH COUNCIL AS PREVIOUSLY CIRCULATED TO THE MEMBERS**

After a short discussion, amendments were agreed and all present agreed to adopt the attached Standing Orders and Financial Standing Orders for Longwick-cum-Ilmer Parish Council. **SG**

**12. TO INSTRUCT THE WEBMASTER TO MAKE THE PARISH COUNCIL WEBSITE COMPLIANT WITH THE NEW COOKIE LAW.**

All present agreed to instruct the webmaster to make the Parish Council website compliant with the new cookie law. **SG**

**13/ PLANNING APPLICATIONS**

To consider New Planning Applications

**12/06226/OUT Address:** Sheredon Thame Road Longwick Buckinghamshire HP27 9SF

**Proposal:** Outline application (including details of means of access, appearance, scale & layout) for demolition of existing bungalow & erection of 1 x two storey 4-bed detached dwelling with attached double garage & car parking to front and 1 x detached 3 bed dwelling with attached garage and parking to front and creation of new access. **The Parish Council has no comments.**

**12/06179/FUL Address:** Druids Well Thame Road Longwick Buckinghamshire HP27 9SF

**Proposal:** Householder application for erection of a single storey rear extension, rear conservatory & new front porch. **The Parish Council has no objections.**

**12/06169/ADV Address:** Total Service Station Thame Road Longwick Buckinghamshire HP27 9RY

**Proposal:** Display of various non-illuminated replacement forecourt signage and directional signage with internally illuminated replacement 7 m pylon sign with associated display panels in accordance with new Shell corporate branding. **The Parish Council has no objections.**

To Receive Notice of Planning Applications Approved

**12/05825/LBC Decision** Application Permitted

**Address:** Stockwell Lane Farm Stockwell Lane Little Meadle Buckinghamshire HP17 9UG

**Proposal:** Listed Building application for blocking North West window (first floor). Rebuild North West/ south west chimney stack to half the width. Replacement windows to south west / south east elevation. Repairs to brickwork and lintels. Replace gutter/fascia board and installation of anti-vermin guard to south west elevation

**14/ AGENDA ITEMS FOR THE NEXT MEETING.**

To be advised

**15/ NEXT MEETING** The next meeting of the Parish Council will take place on Tuesday 17<sup>th</sup> July 2012 in Longwick Village Hall at 8.00pm.

There being no further business to discuss the Meeting closed at 9.25pm

Chairman.....

Date.....