

**LACEY GREEN PARISH COUNCIL
THE ANNUAL PARISH COUNCIL MEETING
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON MONDAY 8TH MAY 2017 AT 7.30PM
IN SPEEN VILLAGE HALL**

PRESENT

Cllrs C Davies (Chairman), T Molesworth, Liz Patient, Philip Suter and Mrs M Hughes
RFO – Susanne Griffiths
Clerk– Jayne Mylchreest
1 member of the public

1 .ELECTION OF CHAIRMAN

Cllr T Molesworth proposed Cllr C Davies. Seconded by Cllr P Suter.

All present agreed.

Cllr C Davies **was** duly elected as Chairman.

2. DECLARATION OF ACCEPTANCE OF OFFICE

The Acceptance of office was signed by Cllr C Davies.

3. ELECTION OF VICE CHAIRMAN

Cllr P Suter proposed Cllr R Craft. Seconded by Cllr L Patient

All present agreed.

Cllr R Craft **was** duly elected as Vice Chairman.

4. WELCOME AND APOLOGIES FOR ABSENCE.

Apologies were received and accepted by Cllr R Craft who was on holiday.

5. MINUTES

The Minutes of the previous meeting of the Parish Council meeting on the 6th March 2017 and the Planning Committee on the 3rd April 2017 having been circulated were approved by the Meeting and signed by the Chairman.

6. 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.

7. THE INTERNAL AUDITORS REPORT FOR THE YEAR 2016/17

The RFO presented a letter from the Internal Auditor to confirm that the 2016/17 internal audit has been completed and all was in order.

8. THE ACCOUNTS FOR THE YEAR 2016/17 AND THE ANNUAL GOVERNANCE STATEMENT OF THE ANNUAL RETURN

The Annual Governance Statement had been previously circulated to the members for consideration .The RFO presented the Annual Return of Account for the year 2016/17 for approval by the Parish Council. The Parish Council having examined the accounts found them to be in order. Cllr C Davies proposed to approve the accounts for the year 2016/17. Seconded by Cllr T Molesworth. **All present agreed** to approve the accounts and for the Chairman to sign the annual governance statement of the annual audit return.

9. MATTERS ARISING NOT OTHERWISE ON THE AGENDA FOR INFORMATION ONLY

Action to be taken concerning the fence at the Garden of Rest Agenda item No 13 page 12/17

Cllr Cathryn Davies informed the members that the resident has advised that the works required by the resident to enable the fence to be repaired will be actioned in mid May.

10. REPORT ON DISTRICT AND COUNTY COUNCIL MATTERS RELATING TO THE LACEY GREEN PARISH FROM COUNTY COUNCILLOR C ETHOLEN AND DISTRICT COUNCILLOR G PEART

Cllr C Etholen reported on the following:-

- Bucks County Council Elections
- Local Government re-organisation
- Studridge Lane resurfaced
- Potholes- Category 1 potholes to be repaired within 48 hours

Cllr G Peart reported on the following:-

- Monkton Woods
- Studgridge Lane planning application
- The footpath at Kiln Lane
- Planning enforcement complaints at the property known as Datcha
- W.D.C. Local Plan

11. NOMINATIONS FOR MEMBERSHIP OF COMMITTEES

Planning Applications for Speen – Cllrs R Craft and P Suter

Planning Applications for Lacey Green and Loosley Row – Cllrs T Molesworth, L Patient and M Hughes

Playground Equipment – Cllrs C Davies and M Hughes

Garden of Rest – Cllrs C Davies and T Molesworth

12. NOMINATIONS FOR COUNCILLOR REPRESENTATIVES ON OUTSIDE BODIES

It was **agreed** that nominations for representatives on outside bodies is to be as follows:-

N.W. Chilterns Local Plan Area Forum – Cllr C Davies

Speen Shop Committee – Cllr R Craft

Lacey Green and Loosley Row Millennium Hall – Cllr C Davies

Risborough Area Community Forum – Cllr M Hughes

Rural Forum - Cllr C Davies

The Princes Risborough Charity - Cllr R Craft and M Hughes

13. PLANNING APPLICATIONS

A. To consider New Planning Applications

17/05817/FUL 9/5

Address: Mill View Goodacres Lane Lacey Green Buckinghamshire HP27 0QD

Proposal: Householder application for erection of single storey rear extension, construction of bay window to garage front & conversion to habitable rooms with alterations to front entrance door

The Lacey Green Parish Council has no objections.

17/05881/FUL 11/5

Address: St Johns Church Of England Combined School Main Road Lacey Green Buckinghamshire HP27 0PL

Proposal: Enclosure of an existing timber canopy for use as additional classroom and events space with roof replacement

The Lacey Green Parish Council has no objections.

17/06126/TPO 26/5

Address: The Cottage Pink Woods Pink Road Lacey Green Buckinghamshire HP27 0PQ

Proposal: Removal of 1 x Beech Tree (T1)

The Lacey Green Parish Council has no comment.

17/06020/FUL 31/5

Address: Gransden Lodge Goodacres Lane Lacey Green Buckinghamshire HP27 0QD

Proposal: Householder application for construction of two storey front extension, single storey side extension and dropped kerb

The Lacey Green Parish Council has no objections.

B. To Receive Notice of Planning Applications Approved

17/05759/CTR Decision Not to make a Tree Preservation Order

Address: Chapel Cottage Chapel Hill Speen Buckinghamshire HP27 0SL

Proposal: Reduce larger stems down to approx. 1.2metres in height leaving the new growth alone to Hazel (T1), remove left hand stem and prune back right hand stem by 1-2 metres to allow more light to hedge to Willow (T2)

17/05267/LBC Decision Application Permitted

Address: Westcroft Stables Slad Lane Speen Buckinghamshire HP27 0PP

Proposal: Listed Building application for insertion of an external door into the south elevation of a Grade II Listed Barn

17/05334/FUL Decision Application Permitted

Address: 3 Cornerways Speen Buckinghamshire HP27 0RX

Proposal: Householder application for construction of single storey rear extensions

17/05298/FUL

Decision Application Permitted

Address: Chiltern House Pink Road Lacey Green Buckinghamshire HP27 0PG

Proposal: Householder application for construction of single storey rear extension and 5no. lightwells to basements

17/05255/FUL

Decision Application Permitted

Address: 2 Monkton Way Speen Buckinghamshire HP27 0RZ

Proposal: Householder application for construction of first floor front / side extension

17/05142/FUL

Decision Application Permitted

Address: 4 Hillside Park Flowers Bottom Lane Speen Buckinghamshire HP27 0SJ

Proposal: Householder application for raised decking to rear, 4 x new bay windows and erection of replacement front porch.

C. To Receive Notice of Planning Applications Refused

17/05297/FUL

Decision Application Refused

Address: Chiltern House Pink Road Lacey Green Buckinghamshire HP27 0PG

Proposal: Householder application for construction of part first storey, part single storey rear extension and alterations to fenestration and installation of 5no. light wells to basements

14. APPROVAL OF THE ACCOUNTS FOR PAYMENT IN ACCORDANCE WITH THE BUDGET.

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April	s/o	K Dobson - Risk Assessment Duties (March)	34.80		34.80
April	d/d	CPRE - Annual Subscription	36.00		36.00
April	s/o	PRTC 01/10- Maintenance duties	280.00	56.00	336.00
April	s/o	April Salaries	437.99		437.99
April	s/o	BCC Local Government pension scheme	114.38		114.38
May	s/o	K Dobson - Risk Assessment Duties (April)	35.10		35.10
May	s/o	PRTC 02/10- Maintenance duties	280.00	56.00	336.00
May	s/o	May Salaries	437.99		437.99
May	s/o	BCC Local Government pension scheme	114.38		114.38
May	1590	Realise Futures - benches x 6	2,136.00	427.20	2,563.20
May	1591	BALC - annual subscription	363.10		363.10
May	1592	Castle Water GOR	5.49	1.10	6.59
May	1593	Speen Village Hall grant	250.00		250.00
May	1594	TBS Hygiene Ltd - dog waste collection Jan Feb Mch	33.80	6.76	40.56
May	1595	PRTC -grass cutting 7/4	120.00	24.00	144.00
May	1596	Speen Village Hall- hall hire	20.00		20.00
May	1597	Stephen Harrigan - fence repairs Lacey Green play area	3,750.00		3,750.00
May	1598	Speen Playing Fields Association - grant	500.00		500.00
May	1599	Speen Festival- grant	550.00		550.00
May	1600	St John's Church - grant	200.00		200.00
May	1601	Speen Baptist Church -grant	200.00		200.00
May	1602	Lacey Green Village Hall -grant	250.00		250.00
May	1603	Windmill Restoration Committee - grant	200.00		200.00
May	1604	Lacey Green Village Shop -grant	200.00		200.00
May	1605	Community First Responders -grant	250.00		250.00
May	1606	Risborough Area Community Bus - grant	500.00		500.00

Receipts - TSB - Bank Interest £ 1.75. BCC –Devolved Services £ 2,545.03 WDC – Precept £ 13, 109.78 Vat repayment £ 3,620.84

Bank Balance £ 64,078.73 (allowing for the entries above).

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The receipts for March and April and payments for April and May were examined by the Council. The above payments for April and May were **approved by all present** and the necessary cheques 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.

15. CORRESPONDENCE RECEIVED BY THE PARISH COUNCIL

Monthly Risk Assessment

The March monthly risk assessment highlighted one medium risk issue. The back rest in the shape of the number 2 on the centennial bench has disappeared. A quotation has been requested.

The April monthly risk assessment highlighted two medium risk issues.

- 1) A wooden post is rotten at the Deep Pit Pond Lacey Green. A warning sign has been placed on the post. A quotation for the repair has been requested.
- 2) The back rest in the shape of the number 2 on the centennial bench has disappeared. A quotation has been requested. A quotation has been requested.

There were no high risk issues in the March and April risk assessments.

An email has been received from the Chilterns Conservation Board regarding their 'Beacons of the Past' project

The Heritage Lottery Funded (HLF) 'Beacons of the Past' project is a four-year programme of research, education and conservation activities on hillforts and prehistoric heritage across the Chilterns. The project will include an extensive community engagement programme, resources for schools and volunteering opportunities for local people.

The Parish Council is requested to help support in two ways: -

- 1) The opportunity to discuss how the C.C.B. might work together with the Parish Council to engage the community
- 2) A financial contribution to the match-funding element of the project

All present agreed to support the project by including an article in the parish newsletter Hallmark and the Speen and North Dean newsletter but the Parish Council is unable to make a financial contribution. **JM**

An email has been received from Bucks County Council regarding unitary engagement sessions

The County Council is engaging with residents and stakeholders over plans to modernise local government in Buckinghamshire.

Independent research company, Opinion Research Services (ORS), is conducting a number of workshops in Wycombe, Saunderton and Aylesbury for town and parish councillors and clerks.

The workshops will provide a platform for discussion around the core themes of the proposals, including the need for change and the benefits and challenges created by changing the way local services are delivered.

Participants will be able to share their opinions on both the County Council's proposal for a single, county-wide unitary council, and the two-unitary option put forward by the district councils.

Cllr M Hughes **agreed** to attend. **MH**

A letter has been received from a local estate agent regarding local event sponsorship

The estate agent would like to expand their support in the area and has requested the Parish Council to advise them of any local events that they could look at to sponsor.

Noted.

An email and letter has been received from the Speen Playing Fields Association regarding the Speen play area and the decision of the Parish Council not to proceed with the lease agreement

Speen Playing Fields Association send their thanks to the Parish Council for the grant of £20,000 for the purchase of play equipment and surfacing for the Speen play area

As the Parish Council has decided not to proceed with the lease agreement the Parish Council is requested to reimburse S.P.F.A. for the legal costs incurred regarding the draft lease agreement quoting that it was a similar arrangement to the Lacey Green play area lease agreement, They also ask that the Parish Council pay their invoices on their behalf when equipment or surfacing is purchased and that the Parish Council continue to arrange the annual R.O.S.P.A. risk inspection

Cllr C Davies proposed to reply that it was never agreed to cover S.P.F.A. legal costs and cannot be compared with the Lacey Green play area lease agreement as this was agreed under a different arrangement.

At the Parish Council meeting held on the 6th March it was resolved that the grant of £20,000 could be drawn down by the .S.P.F.A .incrementally on receipt of a copy of the invoices relating to the provision of the playground equipment . The Parish Council will raise a cheque for any invoice amounts made payable to the S.P.F.A. for the sole purpose of enabling the S.P.F.A. to pay those invoices, until the £20,000 grant has been spent.

The R.O.S.P.A. annual risk inspection will now be the responsibility of the S.P.F.A as the Parish Council has not

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been reimbursed for the costs incurred for arranging last year's inspection. However the members of the Parish Council have agreed to bear this cost and not request the outstanding payment. The contact details to arrange the inspection will be advised.

Seconded by Cllr L Patient. **All present agreed.**

JM

An email has been received from Thames Valley Police regarding a new website

Thames Valley Police has launched a new website to support victims of crime. Victims First www.victims-first.org.uk is a new online resource for victims of crime which has advice on what to do and how to get help.

The Parish Council is requested to promote the new website through existing channels

All present agreed to include the article in the next parish newsletter Hallmark and the Speen and North Dean newsletter. **JM**

16. APPLICATION FOR A MEMORIAL IN THE GARDEN OF REST

An application has been received for a memorial in the Lacey Green Garden of Rest. Cllr C Davies proposed to approve the application. Seconded by Cllr M Hughes.

All present agreed.

JM

17. THE SIGNATORIES FOR 2017/18 TO SIGN CHEQUES ON BEHALF OF THE PARISH COUNCIL

The Clerk advised that 2 signatories were required

RESOLVED: To agree the 4 Councillors as signatories for 2017/18 to sign cheques on behalf of the Council

18 .A REPORT ON THE PLANNING ENFORCEMENT COMPLAINT ON THE PROPERTY KNOWN AS DATCHA

The Clerk informed the members that the planning enforcement officer is aware of the complaints and has advised that a report has been produced and will be processed as quickly as possible.

19. REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE ATTENDED ON BEHALF OF THE PARISH COUNCIL

Reports were received from the members on the meetings that they had attended on behalf of the Council.

20. AGENDA ITEMS FOR THE NEXT MEETING

To discuss and decide on whether to further advertise to fill the vacancy for a councillor by co-option

21. DATE OF NEXT MEETING

The next meeting of the Parish Council Planning Committee will take place on Monday 5th June at 2017 at Lacey Green Village Hall at 7.30pm. There being no further business to discuss the Meeting closed at 9.30 pm.

Chairman.....

Date.....

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