

## LITTLE MARLOW PARISH COUNCIL

**Minutes** of the Council Meeting held on 10<sup>th</sup> July 2018 at  
The Pavilion, Church Road, Little Marlow SL7 3RS commencing at 8.00pm

### UNCONFIRMED

<b>Present:</b> Cllr V Brownridge (VB) – Chairman Cllr P Emmett (PE) Cllr J Downes (JD) Cllr V Morton		Cllr K Acres (KA) Cllr Falk (AF) Cllr R Randall (RR)
Mrs E Marsden Parish Clerk		No Members of the public present
<b>The Attendance Sheet was duly signed</b>		
Minute Ref:	Agenda Item	Action
834/18	<b>1. Apologies for Absence</b> Apologies were received and accepted from Parish Councillors Fitchew and Mash, District Councillor-Johncock and Savage and County Councillor Watson.	
835/18	<b>2. Declarations of interest – pecuniary or prejudicial</b> None	
836/18	<b>3. To approve Minutes of Annual Council Meeting held on 29<sup>th</sup> May Full Council 29<sup>th</sup> May and ExtraOrdinary Meeting on 5<sup>th</sup> June 2018</b> The Council <b>RESOLVED</b> to accept the minutes of all the above meetings and they were duly signed by the Chairman.	
837/18	<b>4. To take Reports from those minutes for NOTE</b> There was no further progress with the posts on the recreation ground. To contact the Bird Club regarding contact details for Mr Hossain. LMPC still has not had a response from Charles Brocklehurst at WDC regarding the cycle paths at the Athletics Track.	GF/PE Clerk Clerk
838/18	<b>5. Finance</b> <b>To approve income and expenditure report from May &amp; June 2018</b>  May 2018 Current Account: £ 4,597.99 Petty Cash: £ 236.12 Precept Account: £ 16,049.07 Reserves Account: £ 44,108.13 (£5052.31 CIL)  June 2018 Current Account: £ 3,930.35 Petty Cash £ 230.12 Precept Account: £ 33,583.28 Reserves Account £44,110.12 (£5052.31 CIL)  This report was <b>RESOLVED</b>	Clerk

Chairman initials]

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	<p><b>b) Consideration of Appointing new Auditor for 2018/19</b>  There had been some issues with the 2017/18 Audit not being conducted on site. The Council <b>RESOLVED</b> to appoint Ernest Newhouse for 2018/19.</p>																													
839/18	<p><b>6. Consideration of Water Supplier for Cemetery, allotments, Pavilion and Abbotsbrook Hall</b>  The Council <b>RESOLVED</b> to accept a quotation from Everflow for the administration and provision of water utilities.</p>	Clerk																												
840/18	<p><b>7. Planning Report</b>  a) Consideration of the report.</p> <table border="1"> <thead> <tr> <th>Case Ref</th> <th>Applicant</th> <th>Application for:</th> <th>LMPC Comment</th> </tr> </thead> <tbody> <tr> <td>18/06253/LBC</td> <td>Old Thatch, Coldmoorholm Lane</td> <td>Listed Building application of existing modern metal window unit in historic part of the cottage with traditionally crafted wooden ones</td> <td>No Objection</td> </tr> <tr> <td>18/06108/ADV</td> <td>Westhorpe Park Little Marlow Bucks</td> <td>Display of 2 x non-illuminated free-standing directional stone name plaques at the entrance.</td> <td>No Objection</td> </tr> <tr> <td>18/06432/FUL</td> <td>Little Mell Lockbridge Road Bourne End</td> <td>Application for roof extension/alterations in connection with loft conversion, two storey extension, single storey rear extension and new entrance gates</td> <td>The Parish Council objects due to concerns of intrusion on neighbouring properties.</td> </tr> <tr> <td>18/06379/FUL</td> <td>Quoins The Close Bourne End</td> <td>Application for construction of porch to front and rear dormers</td> <td>The Council has concerns regarding the size and scale of this development</td> </tr> <tr> <td>18/06332/FUL</td> <td>Fairfield Marlow Road Bourne End</td> <td>Application for a dropped kerk</td> <td>No Objection</td> </tr> <tr> <td>18/06585/TPO</td> <td>Cedar Lodge Coldmoorholm Lane Bourne End</td> <td>Reduce heavy laterals to entire radial spread targeting secondary growth points by a maximum of 2 metres to 1 x cedar tree(T1)</td> <td>Tree Comment</td> </tr> </tbody> </table>	Case Ref	Applicant	Application for:	LMPC Comment	18/06253/LBC	Old Thatch, Coldmoorholm Lane	Listed Building application of existing modern metal window unit in historic part of the cottage with traditionally crafted wooden ones	No Objection	18/06108/ADV	Westhorpe Park Little Marlow Bucks	Display of 2 x non-illuminated free-standing directional stone name plaques at the entrance.	No Objection	18/06432/FUL	Little Mell Lockbridge Road Bourne End	Application for roof extension/alterations in connection with loft conversion, two storey extension, single storey rear extension and new entrance gates	The Parish Council objects due to concerns of intrusion on neighbouring properties.	18/06379/FUL	Quoins The Close Bourne End	Application for construction of porch to front and rear dormers	The Council has concerns regarding the size and scale of this development	18/06332/FUL	Fairfield Marlow Road Bourne End	Application for a dropped kerk	No Objection	18/06585/TPO	Cedar Lodge Coldmoorholm Lane Bourne End	Reduce heavy laterals to entire radial spread targeting secondary growth points by a maximum of 2 metres to 1 x cedar tree(T1)	Tree Comment	
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841/18	<p><b>8. The Pavilion &amp; Rec Grd.</b>  <b>a) Moving forward for the refurbishment of Pavilion.</b>  The Clerk has concerns regarding the Schedule of Works needed to provide adequate quotations. The clerk was asked to list what needed doing and Councillors Downes, Emmett and Fitchew offered assistance with drawing up a schedule.  <b>b) Consideration of a more secure shed for Pre-School due to breakins.</b></p>	PE/JD/G F				

	<p>The Council <b>RESOLVED</b> that a replacement shed which is the same dimensions as the existing one would be allowed but would not contribute financially to the replacement. It was suggested that the PreSchool could apply to LM Fete Committee for financial assistance.</p> <p><b>c) Consideration of pest control on the recreation.</b> The Council <b>RESOLVED</b> to allow pest control provided they provide correct insurance and notify the Council when they are on site.</p>	<p>Clerk</p> <p>Clerk</p>
842/18	<p><b>9. Abbotsbrook Hall</b> <b>a) Update on Tree felling.</b> A new date of 25<sup>th</sup> &amp; 26<sup>th</sup> July has been scheduled. This was <b>NOTED.</b> <b>b) Consideration of Preschool's request for a heat curtain.</b> The Council has concerns regarding anything which covers a Fire Exit. More information is required.</p>	
843/18	<p><b>10. Devolved Services</b> <b>a) Report of expenditure for NOTE.</b> A report was not provided for April and this was <b>NOTED.</b> <b>b) Consideration of New Devolved Agreement with Bucks County Council.</b> The Council <b>RESOLVED</b> to continue with providing their existing Devolved Services. In regards to taking on additional services, LMPC will be interested to see the results after the trial period.</p>	Clerk
844/18	<p><b>11. Consideration of speeding at Coldmoorholm Lane.</b> The Council <b>RESOLVED</b> to speak with TfB regarding a static Speed Indicator Device and will speak with residents regarding hedge issues.</p>	Clerk
845/18	<p><b>12. Burial Ground</b> <b>a) Report from 6<sup>th</sup> July 2018 meeting.</b> The unconfirmed minutes had been circulated to Members. The Committee are confident that there is enough space at the Cemetery to continue to use for full interments but extensive grounds maintenance work would be needed to convert the copse area into a suitable space. The Council <b>RESOLVED</b> to accept the Committee's recommendation to still allow burials from outside parish. Improvements to the exit from Sheepridge lane were discussed to include a traffic mirror and hedge cutting. Improvements to the rubbish at the Burial ground to have an additional wheelie bin sited at the old rubbish site. A 'enclosure' would be made to make it more aesthetically pleasing. The bins would work in tandem with one collection. The report was accepted and <b>RESOLVED</b> by the Council.</p>	Clerk
846/18	<p><b>13. Bucks County Council – protocol for the death of a Sovereign.</b> The Council <b>RESOLVED</b> to adopt the same policies as detailed by BCC and WDC. An Official portrait picture of the Queen and Prince Philip to be ordered as well as condolence books.</p>	Clerk
847/18	<p><b>14. Little Marlow Fire – consideration of emergency plan and co-ordinating offers of assistance.</b> Following the fires in Little Marlow it was <b>RESOLVED</b> to update the Emergency Plan for LMPC. Councillors Brownridge, Morton, Downes and Randall to review the document. The Clerk will set up a meeting to co-ordinate the review. There were a number of issues of concern following the fires: Fire Brigade response and training in field fires Fire Brigade's knowledge of local water sources Low water pressure on hydrants in Pump Lane South.</p>	<p>VB/VM/ RR/JD/ Clerk</p> <p>Clerk.</p>

	It was <b>RESOLVED</b> to write to the BCC Fire Brigade and to Thames Water regarding Council's concerns and BCC/WDC Councillors and MP Dominic Grieve to be copied into the correspondence.	
<b>848/18</b>	<p><b>15. Reports from outside meetings</b></p> <p><b>a) Marlow Society</b> MTC have a planning policy of not liking dropped kerbs as they believe it uses up car parking spaces. There will be a camera on the Marlow Bridge to monitor 'overweight' vehicles crossing the bridge. Concern regarding developer Crest Nicholas stopping public access to a passageway which is on their development.</p> <p><b>b) WDALC Meeting</b> The Secretary has resigned and they are looking for a replacement, there was concern regarding BCC devolution as the current contracts were due to expire in the Autumn and at the time of the meeting BCC had not been in touch with parishes about renewal.</p> <p><b>c) WDC Clerk Meeting</b> WDC presented the next stage in the Local Plan - an Inspector has been appointed. GDPR review, making sure everyone is on track.</p> <p><b>d) BESJC Award Evening</b> Chairman attended and it was an enjoyable meeting. The club has plans to build a swimming pool locally if a suitable location can be found.</p> <p><b>e) Chepping Wycombe LAF Meeting.</b> Clerk attended part of the meeting. The Hazlemere Police Station is to close after the site is sold. TVP are looking to Councils to provide hot desk facilities to community police officers. TfB have acquired a small pot hole machine which allows a better repair to be undertaken. This will be used on Marlow Road and Winchbottom Lane. Full minutes will be circulated when received.</p> <p><b>f) Rural Forum</b> Councillor Emmett attended a meeting where there was a site visit to an equine rehabilitation centre – New Hatches in Great Kingshill.</p>	
<b>849/18</b>	<p><b>16. Correspondence to the Council</b></p> <p><b>a) LM Fete</b> The Council <b>RESOLVED</b> to have a stand. The Clerk cannot attend this year but will ensure the display is ready.</p> <p><b>b) Consideration of Schemes for LAF Funding</b> Council to consider any options which meet the criteria.</p> <p><b>c) Joint Agency Document on unauthorised encampments</b> A useful document which gives lots of information should an illegal encampment happen in the parish.</p>	
<b>850/18</b>	<p><b>18. Public Participation – maximum 15 minutes</b></p> <p>None</p>	
<b>851/18</b>	<p><b>19. Items to be added to the Next Agenda</b></p> <p>Athletics Track</p> <p>Sky Lanterns – speaking with WDC department issuing entertainment licences.</p> <p>Disability gate by Queens Head, Pound Lane, is not wide enough and difficult to use.</p>	
<b>835/18</b>	<p><b>20. Dates of next meetings,</b></p> <p>21<sup>st</sup> August 2018 – Cllr Falk gave her apologies for this meeting. 2<sup>nd</sup> October 2018, 23<sup>th</sup> November, 18<sup>th</sup> December</p>	
There being no further business to be transacted the meeting was closed at 9.30pm		

**Abbreviations:**

LMPC	Little Marlow Parish Council	WDC	Wycombe District Council
BCC	Bucks County Council	SLCC	Society of Local Council Clerks

CDC	Chiltern District Council	WDALC	Wycombe District Assoc. of Local Councils
PCSO	Police Community Support Officers	ROW	Rights of Way
LAT	TfB Local Area Technician	BALC	Bucks Association of Local Councils
LMRA	Little Marlow Residents' Assoc	LGPS	Local Government Pension Scheme
VAS	Vehicle Activated Sign	LMLCP	Little Marlow Lakes Country Partnership
AVDC	Aylesbury Vale District Council	MK	Milton Keynes
FoOV	Future of our Village	GDPR	General Data Protection Regulations

Signed: .....

Chairman

Date: .....

Please note Minutes become **CONFIRMED** following resolution at the following Full Council Meeting.