

LITTLE MARLOW PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 9th July 2019 at
The Pavilion, Church Road, Little Marlow SL7 3RS commencing at 8.00pm

UNCONFIRMED

Present:		
Cllr V Brownridge (VB) – Chairman		
Cllr A Falk (AF), Cllr G Fitchew (GF), Cllr V Morton (VM), Cllr J Downes(JD), Cllr P Emmett(PE), Cllr R Mash(RM)		
Mrs J Murray – Parish Clerk	2 members of the public present District Cllr David Watson, District Cllr David Johncock	
The Attendance Sheet was duly signed		
Minute Ref:	Agenda Item	Action
995/19	1. Apologies for Absence Cllr R Randall(RR), Cllr K Acres(KA),	
996/19	2. Declarations of interest – pecuniary or prejudicial None	
997/19	3. To approve the Minutes of Parish Council Meeting and Annual Council Meeting of the 28th May 2019 The Council RESOLVED to accept the minutes of the meetings and they were duly signed by the Chairman.	GF/ VM
998/19	4. To take reports from these minutes for NOTE: 964/19 Clerk to set up Accounts spot checklist & rota to introduce at Budget Committee Meeting 966/19 Cllr J Downs to clarify grant funding for £2k of playground equipment & work with Clerk 982/19 Cllr G Fitchew has installed new noticeboard at Winchbottom Lane 966/19 Cllr P Emmett to discuss gang mowers with LMCC at the end of the season 974/19 Burial Ground Committee to review policy for benches at cemetery, to include: bench material, one off fee, maintenance charge, number per annum at the next meeting	Clerk JD PE
999/19	5. Finance a) To approve income and expenditure report for April, May & June 2019 Accounts for April – July to be reviewed at the next Budget Committee meeting on 22 nd July 2019 and brought to Full Council on 20 August 2019. Lloyds mandate and online banking application for the new Clerk impacted delivery of accounts. b) To consider incremental salary increase for Abbotsbrook Hall Staff Due to the personal information regarding the Hire Administrator and Caretaker’s salary The Chairman took a vote regarding this item and moved it into confidential items. The Council RESOLVED to approve an incremental salary increase for both employees. c) To review Parish Clerk’s hours and consider hours for: July to September 2019 Due to the personal information regarding the Parish Clerk The Chairman took a vote regarding this item and moved it into confidential items. The Council RESOLVED to increase the Parish Clerk’s hours to 25 hours per week during, July, August and September.	Clerk/ Budget Comm.
1000/19	6. Planning a) To consider report : <u>Planning Report July 2019 Council Meeting</u>	
	A message received from Wycombe District Council: As part of a drive to improve efficiency, and therefore capacity, within the department we have been reviewing our processes and procedures. As a result of this we will no longer be sending out a delegated list. Our planning register has for some time been held “on-line” and can be searched using Public Access. So from 1 July we will provide a link to allow you to look this up: https://publicaccess.wycombe.gov.uk/idoxpa-web/search.do?action=weeklyList	

Chairman initials]

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	Wycombe District Council were experiencing problems with their new online system and The Clerk was asked to circulate an up to date Planning report once online.	Clerk
1001/19	<p>7. The Pavilion and Recreation Ground -</p> <p>a) To approve minutes of the Refurbishment Committee on 18th June 2019 The Council RESOLVED to accept the minutes of the meeting and they were duly signed by the Chairman.</p> <p>b) To consider refurbishment contract timetable for tender process The Council RESOLVED to delay the Pavilion Refurbishment until next year due to time constraints and to focus time available this summer to replacing toilet facilities which are out of order. The Refurbishment Committee agreed to obtain quotes from three contractors by Friday 12th July to distribute to Councillors by email to consider over the weekend. Pavilion & Recreation Committee to discuss cricket dates with LMCC for next year with a view to creating a block of time during the summer when the Pavilion would be unused so as to allow the refurbishment work to be carried out.</p> <p>c) To consider nomination of Councillors to Tender Committee for refurbishment committee The Council RESOLVED to nominate Cllr P Emmett to the Refurbishment Tender Committee</p> <p>d) To consider “dogs on leads” policy around the Recreation Ground The Council discussed the issue around enforcing the request for “dogs on leads” and RESOLVED that Little Marlow Preschool be authorised to erect their own removable sign when children outside.</p> <p>e) To consider pest control around Recreation Ground The Council RESOLVED to ask Richard Tedham to consider pest control.</p> <p>f) To consider request from Little Marlow Preschool to erect shed on recreation ground built up bank The Council RESOLVED to ask Little Marlow Preschool for plans, including details of exact proposed position, to consider their request</p>	<p>JD</p> <p>JD/ GF/ Clerk</p> <p>PE/ AF/ VB</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
1002/19	<p>8. Burial Ground –</p> <p>a) To approve minutes of the Burial Ground Committee Meeting on 18th June 2019 The Council RESOLVED to accept the minutes of the meeting and they were duly signed by the Chairman. The Chairman of the Burial Ground Committee gave an update from the Burial Ground meeting when local Funeral Directors, Grave Digger and Contractor all came together to assist with their feedback on plans. The Committee had some further work to do in the light of issues raised at the meeting and would present a proposal, to the October Parish Council Meeting.</p>	<p>JD</p> <p>JD</p>
1003/19	<p>9. Allotments –</p> <p>a) To consider chain link fencing quote and hedge cutting from Bucklands The Council RESOLVED that The Clerk should approach Carrington Estate to discuss fencing and the allotment hedges, having referred to the Allotment agreement.</p>	Clerk
1004/19	<p>10. To consider the Little Marlow Speed Limit Assessment report The LAF funded Speed Assessment Report was considered, along with Parishioner feedback and concerns. Council RESOLVED that they could not justify spending the estimated £7,000 quoted to cover the cost of implementing a 20mph speed limit given that Thames Valley Police agreed with the conclusion of the Highway Authority that installing a 20mph limit would not achieve any further reduction in speed or compliance and in the light of this TVP would not enforce the limit. Council further RESOLVED that if villagers wished to raise the necessary funds, they would support the installation of a limit. Cllr V Morton agreed to lead a campaign to request village funding to put in place speed reduction strategies. Council further RESOLVED that the Clerk should send a copy of the report to Little Marlow School and recommend that the School produce signs, similar to previous years, requesting slower speeds. Clerk to contact TfB to ask for a written quote for installing a 20mph limit.</p>	Clerk
1005/19	<p>11. Fly tipping Cllr V Brownridge gave an update. She wrote again to the landowner following the flytipping incidents in June but yet again has received no reply. She also wrote again to Buckinghamshire County Council, Thames Valley Police & Wycombe District Council. She also shared information she had received from the BCC enforcement team about the various investigations and prosecutions.</p>	

	Cllr Brownridge stressed how important it is to report incidents of flytipping and to take photographs if at all possible.	
1006/19	<p>12. Reports from Meetings of outside bodies –</p> <p>a) Marlow Society Cllr V Morton unable to attend, will request minutes</p> <p>b) WDALC, 13 June Cllr V Brownridge and Cllr A Falk represented LMPC. Attendance was better but still not quorate. A member of the Shadow Executive’s Implementation Group gave a presentation on recent developments with regard to the transition to the new Unitary Council and on the proposed new structures and ways of working which will have a direct impact on Town and Parish Councils. The message has got across that Town and Parish Councils do need to be involved at an early stage and this was a good opportunity to feed in views and concerns about issues like the devolution and planning and the proposed new Community Boards and Council Access points (previously known as Community Hubs). There are going to be proper consultation exercises about these in the summer. The second presentation was given by the WDC officer responsible for CIL.</p> <p>c) Keeping it local design workshop, 25 June Cllr V Brownridge attended the keeping it local design workshop. The leader of the Shadow Executive and one other Shadow Executive member were present. The focus was on two main issues – Community Boards and devolution. The BCC business case suggested that there should be 19 Community Boards but there is now some discussion around whether the number should be reduced to 11. These Boards will replace the LAFs but will have more funding, more officer support and more influence. The new Unitary Councillors will sit on the Boards of the areas they represent and Town and Parish Councils will be represented. There will be a formal consultation process in the autumn. Town and Parish Councils are not going to be forced to take on more devolved services. A good deal of concern was expressed about the fact that Town and Parish Councils had only been given a one year settlement for the existing devolved services contract for grass cutting etc and had been told that we would not be told till February whether the offer would continue because the Shadow Executive Authority could not commit the new Unitary Authority. In view of the fact that this concern had been raised at all the workshops and the strength of feeling about it, Martin Tett agreed to find a way of sorting this out in time for Councils to factor this into their budget setting discussions in Nov/Dec.</p> <p>d) Marlow Community Forum meeting with Penelope Tollitt, 9 July Marlow Community Forum wrote to Penelope Tollitt, Head of Planning at WDC, to express concern about access to the Little Marlow Country Park by pedestrians, cyclists and disabled people coming from Marlow and to ask what solution WDC had in mind to improve access. Mrs Tollitt offered to come to a Forum meeting to brief members on the Country Park more generally. Mrs Tollitt said that for the first time there was a real prospect of getting a Country Park. The area has been designated as a Country Park. There is a policy on the Country Park in the Local Plan which WDC hope will finally be adopted in August. WDC have been trying to get a foothold on the land. They put in a bid for the Little Marlow Trust land but were outbid. They are still keen to buy land in the Country Park. They have recently appointed a new Project Manager, one of whose responsibilities will be to look after the Country Park and move it forward. They are keen to ensure there is an implementation plan for the Country Park in place before new Unitary Authority comes into being.</p> <p>Mrs Tollitt admitted that she had been extremely slow to implement the paths On the Little Marlow Trust Land which were one of the planning conditions of the running track. The reason for this was that the paths would have been quite narrow. She was hoping WDC would be able to acquire the land and create wider paths.</p> <p>Cllr V Brownridge encouraged WDC to talk to landowners. She hoped landowners would agree to talk to them. She also mentioned the Parish Council’s concerns that the new owner would withdraw access to the permissive path round Spade Oak Lake. WDC were aware of the problem and were also concerned.</p>	GF

	e) Rural Farm Walk – Cllr P Emmett represented LMPC and hoped it would not be the last as a result of the abolition of Wycombe District.	
1007/19	13. Little Marlow Parish Council’s Clerk Report: To consider Great Marlow Parish Council job opportunity The Council RESOLVED to consent to the Clerk accepting the position of Clerk to Great Marlow Parish Council in addition to being Clerk to Little Marlow Parish Council.	
1008/19	14. Correspondence to the Council – The Council RESOLVED to agree to BPFA Subscription of £20 per annum. Clerk to write to body and ask what the subscription provides for.	
1009/19	15. Public participation - A local parishioner raised the issue of the poor state of the road leading into and around Sheepridge roundabout. This issue had been raised at the Annual Parish Meeting in May and the response from Transport for Buckinghamshire had been that a date had not been set for maintenance. It was agreed that Little Marlow Parish Council would email Cllr David Watson’s contact at Transport for Buckinghamshire – Helen Combes to follow up and support the request for a specific date.	Clerk
1010/19	16. Items to be included in next meeting -	
1011/19	17. Dates of next meeting – Budget meeting 22nd July at 1.45pm, Parish Council Meetings: 20th August 2019, 1st October 2019	
There being no further business to be transacted the meeting was closed at 9.15pm		

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
		GDPR	General Data Protection Regulations

Signed:
Chairman

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