**LITTLE MARLOW PARISH COUNCIL**

**Minutes** of the Council Meeting held on 24th April 2018 at

The Pavilion, Church Road, Little Marlow SL7 3RS commencing at 8.00pm

**UNCONFIRMED**

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| **Present:**Cllr V Brownridge (VB) – ChairmanCllr V Morton (VM)Cllr J Downes (JD)Cllr P Emmett (PE) | Cllr G Fitchew (GF)Cllr K Acres (KA)Cllr Falk (AF) |
| Mrs E Marsden Parish Clerk | County Cllr Watson, 2 Members of the public present |
| **The Attendance Sheet was duly signed** |
| **Minute Ref**: | **Agenda Item** | **Action** |
| **794/18** | **1. Apologies for Absence**Apologies were received and accepted from Parish Councillors Randall and Mash, District CouncillorJohncock and Savage.  |  |
| **795/18** | **2. Declarations of interest – pecuniary or prejudicial** Cllr Phil Emmett regarding Planning Application 18/05560/FUL Wilton Farm. |  |
| **796/18** | **By permission of the Chairman, the following Agenda was brought forward****9.Consideration of response to Secretary of State regarding Bucks becoming a Unitary Authority**Cllr Brownridge reported on the Modernising Local Government event on 17 April organised by Bucks CC at which Martin Tett, Leader of Bucks CC presented the case for a single Unitary Authority for Bucks. The Secretary of State for Housing, Communities and Local Government has announced that he is “minded to” abolish the existing County and District Councils and create one single unitary council for the whole of Bucks (excluding Milton Keynes) as proposed by Bucks County Council. The four District Councils put forward an alternative proposal for two unitary authorities, one in the North based on the area currently covered by Aylesbury Vale District Council and the other in the south based on the area currently covered by Wycombe, South Bucks and the Chilterns District Councils. The key arguments put forward by Bucks CC are that a single county wide authority would produce greater savings than a two unitary authority (£18.2 million per annum as opposed to £10.3 million), would reduce confusion over who does what as in current structure (although two unitary authority would also do so), would give Bucks a stronger voice than two separate unitary authorities because a single unitary would be speaking on behalf of a much bigger area, would be a better fit with partner agencies and would remove the risk of splitting statutory services such as children’s services, adult social care, education. Mr Tett also argued that there would be a local focus as they plan to create 19 Community Boards, 19 Community Hubs and 5 Area Planning Committees made up of local members of the Unitary Council carrying out many of the functions currently carried out by District Council planning committees but presumably only one central planning department which would be much less local than our current planning department at Wycombe. It is not clear how much these bodies would cost to staff and run or whether these costs had been included in the budgetMr Tett also made much of the opportunity for Town and Parish Councils to take on more devolved responsibilities. Cllr Brownridge took him to task about some of the services they envisaged devolving to Town and Parish Councils such as fly tipping, health and wellbeing services and recycling management on the grounds that it was unrealistic to expect Town and Parish Councils to take on such services particularly as Bucks CC’s own business case made it clear that they would only provide resources to provide the minimum level of service. His answer was that lots of Town and Parish Councils were keen to take on such services, (although it is not clear what the evidence is for this but it seems unlikely) and that no Parish Council would be forced to do so. WDC are holding a similar briefing meeting on Monday 30 April to present their case for two unitary authorities. They are arguing that a single unitary authority would be too big and too distant, that the North and South of the County are very different, that two unitary authorities would enable housing infrastructure and jobs to reflect the different needs of the local communities in the North and South, that District Councils already have a good track record of making significant financial savings which they would carry through to the new unitary authorities, that local councillors would ensure that money raised in the local area would be spent locally. The Secretary of State has invited further representations regarding the future of local government in Bucks before he takes a final decision. The deadline for submitting views is 25 May 2018. Cllr Brownridge proposed that the Council should submit their views. District/County Cllr Watson explained that the new Council would not be a BCC take over, but the opportunity to form a new one which would be more efficient and save money. Social care is a real problem in the UK with an aging populations and resources and funding are being challenged as there is no central government funding.After a good discussion, Council **RESOLVED** to write to the Secretary of State to express its concern that given all the uncertainty surrounding Brexit and the effect this is having on business and investment, the additional upheaval and major disruption to services which would inevitably occur during the transition to a new Council would have a negative impact on development and investment in Bucks. They therefore propose that the status quo be maintained for a minimum of 5 years and that the subject be revisited once the implications of Brexit have been worked through. Any new process should involve thorough consultation with Town and Parish Councils and much greater thought being given to their future roles and responsibilities and how they would fit into any new structure of local government. In the meantime, there is scope for changes to be made to the existing structure of local government in Bucks to reduce duplication, improve efficiency, share services and reduce confusion about the services provided by each Council. **b) Response to WDALC’s request for clarification of LMPC’s views on unitary authority.**The Council **RESOLVED** to write to the Chairman of WDALC to confirm LMPC’s position as discussed in 9a. |  |
| **797/18** | **3. To approve Minutes of Annual Council Meeting held on 24th April 2018.**The Council **RESOLVED** to accept the minutes of the meeting and they were duly signed by the Chairman. |  |
| **798/18** | **4. To take Reports from those minutes for NOTE**Posts on the Recreation Ground. Cllr Fitchew gave details of the first estimate of cost was £1800. He was currently seeking other quotations.Permissive Path – The Clerk had spoken to the Angling Club and they hadn’t been given notice but were actively trying to establish a new lease with the new owner as any agreement was with Tarmac. The land which the Athletics Track is situated on is for general sale through Savills. WDC does have a 25 year lease on the land.Councillors requested an update on the cycle paths which were part of the original planning application for the Athletics Track. The Clerk to follow up. | GF/PEClerk |
| **799/18** | **5. Finance****To approve income and expenditure report from February and March 2018**February Current Account: £ 3408.74Petty Cash: £ 236.12Precept Account: £ 26047.31Reserves Account: £44102.76MarchCurrent Account: £ 4568.45Petty Cash: £ 236.12Precept Account: £ 16048.30Reserves Account: £44104.45This report was **RESOLVED****b) Consideration of Annual Subscriptions to: River Thames Alliance £25, ICCM £90, BMKALC £347.55, WDALC £10**The Council **RESOLVED** to renew all subscriptions**c) Budget Meeting 10th April 2018**Councillor Fitchew gave an overview of the meeting. The Council **RESOVLED** to accept the minutes. | Clerk |
| **800/18** | **6. Planning Report**a) Consideration of the report.

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| **Case Ref** | **Applicant** | **Application for:** | **LMPC Comment** |
| 18/05560/FUL | Wilton Farm, Marlow Road SL7 3RR | Change of use from agricultural Class A1 (retail) with associated works and creation of mezzanine floor, additional parking, including movement of two mobile homes to other authorised locations on the farm. | The Parish Council has no objection. |
| 18/05690/CTREE | Abbey Way, Sailing Club, SL8 5QS | Fell 1 x Prunus  | Tree Comment |
| 15/05685/CTREE | Countryside 30 Oakfield Rd, Bourne End SL8 5QS | Fell 1 x Apple tree due to proximity to building foundations | Tree Comment |
| 18/05769/CTREE | Bourne Court. Abbotsbrook SL8 5QS | Fell 1 x Cypress Tree | Tree comment  |
| 18/05825/CTREE | Abbotsbrook HallMarlow Rd, SL8 5PQ | Fell 1 x Ash Tree | No comment as LMPC application  |
| 18/05892/CTREE | Manor Farm BarnChurch RoadLittle Marlow SL7 3RT | Fell T1, T2, T3, T4, T5, T6, T7, T8 Poplar Trees – reaching end of life expectancy | Tree Comment |
| 18/05775/FUL | Annexe, Coldhabour Cottage, Winchbottom Lane  | Application to raising of the roof, roof extensions/alterations, construction of 2 x dormer windows to side and 2 x roof lights in connection with loft conversion.  | No objection |
| 18/05837/FUL | 13 Abbey RoadBourne EndSL8 5NZ | Application to change the existing pitched roof structure to a crown roof and construction of 3 x front dormers, 4 x rear roof lights, pitched roof over porch, a dummy pitched roof over existing garage and alterations to front fenestration.  | Site visit undertaken and Cllrs had no objection.; |

**Decisions****18/05408/CTR** *Decision* Not to make a Tree Preservation Order *Date:* **23/03/2018***Address:* Withy Cottage Lockbridge Road Bourne End Buckinghamshire SL8 5QT *Proposal:* Fell 1 x split Willow*Case Ref:* **18/05167/FUL** *Decision* Application Permitted *Date:* **20/03/2018***Address:* 6 Wendover Road Bourne End Buckinghamshire SL8 5NT *Proposal:* Householder application for construction of single storey rear extension and first floor side extension**18/05135/CTR** *Decision:* **Not to make a Tree**  *Date* **26/03/2018 Preservation Order***Address:* Garden Cottage School Lane Little Marlow Buckinghamshire SL7 3SA *Proposal:* 4 metre tip reduction to two Yew trees (T1 & T2), 3 metre tip reduction to a Holly tree (T3) & 2 metre tip reduction to Cherry trees (T4 & T5)*Case*  **18/05351/CTR** *Decision:* **To Make a Tree Preservation**  *Date* **26/03/2018** **Order***Address:* Priors Lea The Drive Bourne End Buckinghamshire SL8 5RE *Proposal:* Fell to ground level 1 x Silver Birch (T1)*Case*  **18/05529/CTR** *Decision:* **Not to make a Tree**  *Date* **04/04/2018** **Preservation Order***Address:* Chant Cottage The Drive Bourne End Buckinghamshire SL8 5RE *Proposal:* Fell 1 x Apple tree (T1)The Council **RESOLVED** to accept the report The Clerk gave information that WDC had approved the felling of the Ash tree by the front of Abbotsbrook Hall. This was **NOTED.** WDC has asked to plant a tree in its place. The Council **AGREED** not allow planting in this place but happy to accommodate a tree at a different location.. |  |
| **801/18** | **7. The Pavilion & Rec Grd.****a) Consideration of Boiler Controls for the Pavilion**The Council considered amending the heating to have a separate heating system for the council office. The Council **RESOLVED** to make these changes.**b) Consideration of electricity supplier.**After considering the quotations provided, the Council **RESOLVED** to appoint SSE for two years.**c) Consideration of request from LMCC to undertake a weed killing treatment on Rec Grd.**The Council **RESOLVED** to accept the quotation but wanted to see the level of toxicity and how that impacts on the Rec Ground. |  |
| **802/18** | **8. Abbotsbrook Hall** **a) Consideration of electricity supplier.**After considering the quotations provided, the Council **RESOLVED** to appoint SSE for two years. | Clerk |
| **803/18** | **9. Consideration of response to the Secretary of State** This item was discussed under Minute ref:**796/18** | Clerk /VB |
| **804/18** | **10. Annual Parish Meeting****a) Rose Bowl Nominees**After discussion it was **RESOLVED** to award the Geoffrey Moss Memorial Rose Bowl to David Brown for his outstanding community service to the residents of Coldmoorholm Lane.**b) Consideration of Draft Agenda**The Agenda was **AGREED.****c) Invitation for Speakers**Invitations had been sent to Rt Hon Dominic Grieve, Thames Valley Police and Active-In in regards to the Athletics Track. This was **NOTED.** |  |
| **805/18** | **11. Annual Council Meeting**Reminder to Councillors for nominations for Chairman, Vice Chairman and to consider membership of outside bodies and Committees. This was **NOTED.** |  |
| **806/18** | **12. GDPR – General Data Protection Regulations** **a) Councillors email addresses.**Councillors were advised by the Clerk that is was good practice to have an email address for Council business which was separate to a personal email address. This was particularly relevant with the new GDPR regulations. It was **RESOLVED** that the Clerk would set up LMPC Gmail addresses for each councillor. **b) Confirmation of amendments to LMPC contact documents are GDPR compliant**The Clerk presented documents relating to Burials and Memorials with GDPR amendments. The Council **RESOLVED** to accept these new documents.**c) GDPR Training – Councillor Valerie Brownridge**Cllr Brownridge attended GDPR training organised by BMKALC on 11 April. One of key messages to come out of training was that we don’t need to have everything done by 25 May but do need to show that we are working on becoming compliant with the new regulations. We need to tell people clearly what we are doing with their data and why, ask for their explicit consent to process their data and only keep personal information for as long as necessary. Thanks to the work our Clerk has been doing on our policies, we are on the right track although we obviously still have some more work to do.  | Clerk |
| **807/18** | **13 Devolved Services****a) Report of expenditure for NOTE.**This report was accepted for NOTE. |  |
| **808/18** | **14. Burial Ground****a) Topple Test**A topple test was undertaken and a number of stones were identified in the test as needing work. Memorials which failed the test were laid down for safety reasons. The Council **RESOLVED** to repair the stones in the old part of the Cemetery.**b) Confirmation of next sub-committee meeting.**It was **AGREED** for the Clerk to send dates to Committee Members. | Clerk |
| **809/18** | **15. Reports from Meetings****a) BCC Unitary Authority**The Chairman attended the meeting – report of Mr Tett’s presentation at 796/18~~.~~ The Chairman noted that BCC seems unable to be able to give details on how the Community Hubs are to be funded and staffed.**b) Marlow Society**There are now three electric hook ups at the car park at Higginson Park. Looking at wooden clocks parking – displaying how long they will be. There is to be lights for Marlow Bridge.**c) WDALC Report.** Cllr Falk had sent a report to Cllrs and this was **NOTED.****d) WDC Chairman’s Reception**The Chairman attended the reception. The conversation was dominated by the proposed changes to government in Bucks. |  |
| **810/18** | **15. Correspondence to the Council**NALC Consideration of Consultation on Unlawful developments and encampments. The Council **RESOLVED** to delegate to Cllr Fitchew to comment on this on LMPC’s behalf. | GF |
| **811/18** | **16. Public Participation – maximum 15 minutes**A parishioner expressed concern regarding the track from Spade Oak Wharf along Riverside to the Sailing Club. |  |
| **812/18** | Due the personal information regarding the Caretaker and Hire Administrator’s Appraisal and salary, The Chairman took a vote regarding this item to be moved into Confidential Items. This motion was **RESOLVED.**  |
| **813/18** | **17. Confidential Items** The Council considered the Appraisal and wage review of the Hire Administrator and Caretaker at Abbotsbrook Hall. It was **RESOLVED** to accept the Clerks recommendation.  |  |
| **814/18** | **18. Items to be included on the next Agenda**None |  |
| **815/18** | **Dates of next meetings**, 10th July 2018, 21st August 2018, 2nd October 2018 |  |
| There being no further business to be transacted the meeting was closed at 9.45pm |

**Abbreviations:**

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| 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.