

# LITTLE MARLOW PARISH COUNCIL

**Minutes** of the Council Meeting held on Tuesday 17<sup>th</sup> May 2022 at the Pavilion,  
Church Road, Little Marlow, Bucks, SL7 3RS commencing at 8pm

## UNCONFIRMED

<b>Present:</b> Cllr K Acres (KA) – Chairman, Cllr V Brownridge (VB), Cllr A Crabtree (AC), Cllr J Downes (JD), Councillor P Emmett (PE), Cllr S Kershaw (SK), Cllr V Morton (VM),		
Mrs J Murray – Parish Clerk	Public present: Please refer to sign in sheet	
Minute Ref:	Agenda Item	Action
2361/22	<b>1. To receive, and consider for approval, apologies for absence and reasons given</b> Buckinghamshire Councillor D Watson, Cllr S Goss,	
2362/22	<b>2. Declarations of interest – pecuniary or prejudicial</b> None	
2363/22	<b>3. To approve the Minutes of Parish Council Meeting of the 12<sup>th</sup> April 2022</b> The Council <b>RESOLVED</b> to accept the minutes of the Parish Council Meeting and the Chairman duly signed the minutes.	
2364/22	<b>4. To take reports from these minutes for NOTE</b> <b>2272/21 Verge up towards The Three Horseshoes</b> Clerk to write to Marlow Bottom Parish Council (MBPC) with regards to speed limit MBPC not interested in furthering maintenance of path, due to lack of use. <b>2290/91 Community Board application for bike racks</b> Cllr A Crabtree to check application and ascertain whether works should go ahead prior to invoicing Community Board. <b>2352/22 To consider reply received from Thames Water re concerns about Sewage Treatment works</b> The Council agreed that the response received by email from Thames Water does not respond to the questions specifically asked. The Council <b>RESOLVED</b> to consult Buckinghamshire Councillor D Watson and write to the Environment Agency and Ofwat.	<b>Clerk</b>  <b>AC/ Clerk</b>
2365/22	<b>5. Parish Clerk's report:</b> The Recreation Ground has been fertilised as agreed by parish council. Lloyds charge card has arrived. Issues with the standard of cleanliness at the Pavilion on a Monday morning, following weekend use, are being followed up. A local resident reported that the Noticeboard on Pump Lane North is disintegrating. The Clerk thanked Cllr V Brownridge for her input into the Clerk's calendar. Year end is in progress with RBS Closedown & Internal Auditor on Monday.	
2366/22	<b>6. Items to be taken in confidential</b> None	
2367/22	<b>7. Public participation – maximum 15 minutes</b> A local resident reported that there are two street lamps out of order on Fern Lane and questioned when they would be fixed. Council agreed to add Street Lights Replacement Project to the next parish council meeting agenda and aim to fix Fern Lane lights prior to onset of winter. The resident referred to the council's Action Plan and questioned creating a digital map of the cemetery and mentioned that local family history groups would be interested in the project. Cllr J Downes gave a brief overview and confirmed that several companies are being asked to present their software to assist in digitising register and plans. The resident asked whether the local bus stops in Little Marlow Village. A timetable was collected and States that R=serves this stop upon request to the driver on board only.	
2368/22	<b>8.1 Planning-</b> <b>a. To receive the reports of the Planning Committee meeting on 9<sup>th</sup> May 2022:</b>	

Chairman initials]

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**Little Marlow Parish Council**  
**Planning May 2022 Council Meeting**

Planning applications received from Buckinghamshire Council have a deadline date of when consultation comments must be submitted. Should the deadline be before the next Council meeting – comments are submitted. In addition, the Council may discuss additional applications which have been received after the Agenda has been issued, to ensure this deadline has been met. Any queries, please contact the Clerk on 01628 890301.

LMPC resolved to apply the following comment to TPO/CTREE applications – The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer. Buckinghamshire Council's planning list can be found at:

<https://publicaccess.wycombe.gov.uk/idxpa-web/search.do?action=weeklyList>

**Buckinghamshire Council**  
**WEEKLY LIST OF PLANNING APPLICATIONS up to 04.05.2022**

Little Mell Lockbridge Road Bourne End Buckinghamshire SL8 5QT

Ref. No: 22/O6175/FUL | Received: Fri 29 Apr 2022 | Validated: Fri 29 Apr 2022 | Status: Pending Consideration

**LMPC Comment** *Consultee comment required by 8<sup>th</sup> June 2022.* Two members of the Planning Committee agreed to visit site and revert back with comments prior to closing date.

Hard To Find Farm Heath End Road Flackwell Heath Buckinghamshire HP10 9QH

Ref. No: 22/O6081/MINAMD | Received: Wed 20 Apr 2022 | Validated: Wed 20 Apr 2022 | Status: Pending Consideration

**LMPC Comment** Little Marlow Parish Council have no objections **Submitted 13<sup>th</sup> May 2022**

Remove and grind out stump x 1 weeping silver birch

Tara School Lane Little Marlow Buckinghamshire SL7 3SA

Ref. No: 22/O6038/CTREE | Received: Wed 13 Apr 2022 | Validated: Wed 13 Apr 2022 | Status: Pending Decision

**LMPC Comment** The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer. **Submitted 4<sup>th</sup> May 2022**

Householder application for construction of two storey side extension and balcony to east elevation following demolition of existing garage

Moorholm Coldmoorholme Lane Bourne End Buckinghamshire SL8 5PS

Ref. No: 22/O6032/FUL | Received: Wed 13 Apr 2022 | Validated: Wed 13 Apr 2022 | Status: Pending Consideration

**LMPC Comment** *Consultee comment required by 24<sup>th</sup> May 2022.* Two members of the Planning Committee agreed to visit site and revert back with comment prior to closing date.

Householder application for partial conversion of and insertion of 4 x rooflights to existing detached garage at ground and first floor level to create lobby/home office

The Ostlers 5 Spade Oak Farm Coldmoorholme Lane Bourne End Buckinghamshire SL8 5PS

Ref. No: 22/O6000/FUL | Received: Sat 09 Apr 2022 | Validated: Wed 27 Apr 2022 | Status: Pending Consideration

**LMPC Comment** Little Marlow Parish Council have no objections **Submitted 13<sup>th</sup> May 2022**

Variation of condition 2 (plan numbers) attached to pp 21/05297/FUL (Erection of 2 x 4 bed detached dwellings, each with garage/carport and altered access onto Chapman Lane) to allow for construction of carport for Plot 1

Newlands Chapman Lane Bourne End Buckinghamshire SL8 5PB

Ref. No: 22/O5829/VCDN | Received: Sat 26 Mar 2022 | Validated: Mon 28 Mar 2022 | Status: Pending Consideration

**LMPC Comment** Little Marlow Parish Council has no objections **Submitted 4<sup>th</sup> May 2022**

Householder application for construction of replacement front boundary wall (retrospective)

Vine Leigh House Marlow Road Bourne End Buckinghamshire SL8 5PL

Ref. No: 22/O5790/FUL | Received: Tue 22 Mar 2022 | Validated: Wed 06 Apr 2022 | Status: Pending Consideration

**LMPC Comment** Little Marlow Parish Council has no objections **Submitted 13<sup>th</sup> May 2022**

Householder application for construction of single storey attached garage and glazed front porch, two storey side extension, detached garage and alterations to access Open for comment icon

New Lodge Coldmoorholme Lane Bourne End Buckinghamshire SL8 5PS

Ref. No: 22/O5759/FUL | Received: Sat 19 Mar 2022 | Validated: Tue 05 Apr 2022 | Status: Awaiting decision

**LMPC Comment** Little Marlow Parish Council object: overdevelopment **Submitted 13<sup>th</sup> May 2022**

Reduce height by 3m and shape x 1 Dwarf pony plum tree (T1), prune back to border x 1 Lime (T3), x 1 Silver Birch (T4) and x 3 Lleylandii (T5-T7)

Withy Cottage Lockbridge Road Bourne End Buckinghamshire SL8 5QT

Ref. No: 22/O6187/CTREE | Received: Sat 30 Apr 2022 | Validated: Sat 30 Apr 2022 | Status: Pending Consideration

**LMPC Comment** The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer. **Submitted 13<sup>th</sup> May 2022**

**Buckinghamshire Council do not produce the Delegated List any longer, but do produce the list below which can be accessed through public access under decided this week:**

Prior approval application (Part 6, Class A) for construction of agricultural building for viticulture purposes

Marlow Winery Pump Lane North Little Marlow Buckinghamshire SL7 3RD

Ref. No: 22/O5807/PNP6A | Received: Thu 24 Mar 2022 | Validated: Thu 24 Mar 2022 | Status: Details Not Required to be Submitted

	<p>Dismantle x 1 Hornbeam (T8) The Old Vicarage Church Road Little Marlow Buckinghamshire SL7 3RT Ref. No: 22/O5595/CTREE   Received: Sat 05 Mar 2022   Validated: Mon 07 Mar 2022   Status: Not to make a Tree Preservation Order Application for approval of details subject to Conditions 3 (Conversion details) and 5 (No timber changes) of planning ref: 20/O5168/LBC Hard To Find Farm Heath End Road Flackwell Heath Buckinghamshire HP10 9QH Ref. No: 22/O5522/ADRC   Received: Sun 27 Feb 2022   Validated: Mon 28 Feb 2022   Status: Part Allow Part Refuse Tree works as per schedule Otters Pool The Avenue Bourne End Buckinghamshire SL8 5QY Ref. No: 22/O5517/CTREE   Received: Wed 23 Feb 2022   Validated: Wed 23 Feb 2022   Status: Not to make a Tree Preservation Order Crown reduce by 4 metres and pollard sides to maintain shape to 1 x Walnut Tree (T1) Withy Cottage Lockbridge Road Bourne End Buckinghamshire SL8 5QT Ref. No: 22/O5401/CTREE   Received: Tue 15 Feb 2022   Validated: Fri 25 Feb 2022   Status: Not to make a Tree Preservation Order Application for approval of details subject to Condition 2 (Materials) of planning ref: 21/O5579/VCDN Vine Leigh House Marlow Road Bourne End Buckinghamshire SL8 5PL Ref. No: 22/O5328/ADRC   Received: Tue 08 Feb 2022   Validated: Mon 14 Feb 2022   Status: Permit – detail Reserved by Condition</p> <p>Householder application for construction of single storey front extension The Ostlers 5 Spade Oak Farm Coldmoorholme Lane Bourne End Buckinghamshire SL8 5PS Ref. No: 22/O5072/FUL   Received: Wed 12 Jan 2022   Validated: Tue 15 Feb 2022   Status: Application Permitted Demolition of existing dwelling &amp; erection of 3 x bed dwelling, creation of vehicle access and 2 additional parking places Mayfly Riverside Bourne End Buckinghamshire SL8 5RF Ref. No: 21/O8470/FUL   Received: Thu 25 Nov 2021   Validated: Thu 25 Nov 2021   Status: Application Permitted Certificate of lawfulness for proposed detached outbuilding for use as pool house 14 Oakfield Road Bourne End Buckinghamshire SL8 5QN Ref. No: 21/O6652/CLP   Received: Wed 26 May 2021   Validated: Fri 18 Jun 2021   Status: Application Withdrawn</p>	
	<p><b>8.1.b. To review correspondence received regarding Marlow Studios Project</b> New correspondence had been received and added to the log, which had been shared with all councillors.</p>	
2369/22	<p><b>8.2 Finance-</b> <b>a. To approve income and expenditure for March 2022</b> The Council <b>RESOLVED</b> to approve the report for March 2022 and the Chairman signed the report. <b>b. To receive report from Budget Committee on 10<sup>th</sup> May 2022</b> Cllr K Acres reported from the Budget Committee Meeting minutes and confirmed that Cllr S Kershaw, Cllr J Downes and the Clerk would be reviewing the asset register and reporting back to the next parish council meeting.</p>	

	<p><b>c. To consider Cllr A Crabtree to join the payment run team</b> The Council <b>RESOLVED</b> to approve that Cllr A Crabtree join the payment run team.</p> <p><b>d. To confirm date of Extraordinary Meeting – Tuesday 7<sup>th</sup> June 2022</b> The Council <b>RESOLVED</b> to confirm the meeting date.</p>	
2370/22	<p><b>8.3 Abbotsbrook Hall-</b></p> <p><b>a. To consider legal advice received regarding car park licence and boat storage</b> The Clerk updated the council on a meeting held with Wellers Hedleys, a Legal Firm introduced by BMKALC. The Council <b>RESOLVED</b> to ask Cllr P Emmett to call the resident with regards to removal of boats and to follow up with Wellers Hedleys.</p> <p><b>b. To consider request from Abbotsbrook Estate Directors</b> The Council <b>RESOLVED</b>, and agreed with the Abbotsbrook Estate representative, that land ownership around Abbotsbrook Hall would be established via Land Registry Documents prior to further discussions.</p>	
2371/22	<p><b>8.4 The Pavilion &amp; Recreation Ground</b></p> <p><b>a. To receive a report from Evergreen Rabbit Control</b> Evergreen Rabbit Control confirmed that over the course of two days 36 rabbits were dealt with. To contain the issue Evergreen recommended a return visit Oct/Nov.</p>	
2372/22	<p><b>8.5 General-</b></p> <p><b>a. To consider NALC's Make a Change campaign</b> The Council <b>RESOLVED</b> to create a link from the parish council website to the video and circulate information to relevant parties.</p> <p><b>b. To consider SLCC's request regarding EDM for Civility &amp; Respect petition</b> The Council <b>RESOLVED</b> to circulate the SLCC request and template letter to full council. Councillor J Downes had been following the petition and encouraged council to write to Joy Morrissey MP in support.</p> <p><b>c. To receive report from Country Park Working Group</b> Councillor S Kershaw reported that the application for a £7,000 grant from the SW Chilterns Community Board, to produce a vision to enable the development of Little Marlow Lakes Country Park, has not yet been decided as there is an ongoing review of the Country Park strategy by Bucks Council. The Country Park Working Group would produce a report in the next couple of months, including views of parish to be taken into account, listing: amenities, enhancements, ideas &amp; requests as mitigation if any of the impending planning applications for development within the Country Park go ahead.</p> <p><b>d. To consider proposed extension of area of benefit by Bourne End Community Association</b> The Council <b>RESOLVED</b> that the extension of the area of benefit would be beneficial to residents now included. The Clerk would write back to Bourne End Community Association confirming the council's decision.</p> <p><b>e. To consider communication from Marlow Energy Group</b> The Council noted receipt of the communication from Marlow Energy Group and that no planning application had been received in relation to the Solar Farm.</p>	
2373/22	<p><b>9. Items for information only:</b></p> <p><b>1. Reports from Meetings of Outside Bodies:</b></p> <p><b>1.1. Marlow Society – no report</b></p> <p><b>1.2. Community Board action groups:</b></p> <p><b>Economic Recovery and Regeneration Action Group</b> – The meeting on 14th April 2022 was cancelled.</p> <p><b>Community Engagement Action Group</b> - Cllr V Brownridge represented the Parish Council at this meeting on 21st April. There were presentations from a number of community groups, some of which were hoping for funding and some who were letting the group know about their activities to enable connections to be established between different groups/initiatives and opportunities for working together to be explored. It was noted that this year's Community Board funding had been allocated to the Community Board as a whole and not to individual Action Groups. Next meeting will be on Thursday 19 May</p> <p><b>Transport and Highways Action Group</b> – rescheduled to 16<sup>th</sup> June 2022</p> <p><b>Environment and Climate Change</b> – Cllr A Crabtree attended and had nothing relevant to report. Next meeting 28<sup>th</sup> July 2022.</p> <p><b>1.3 Parish Liaison meeting</b> –Cllr V Brownridge represented the Parish Council at this meeting on 20th April.</p>	

	<p>The slides of the meeting had been circulated to Councillors. Cllr M Tett gave an update on the challenges facing the Council and how they were dealing with them. Claire Hawkes, Service Directory for Localities and Strategic Partnerships, gave an overview of the systems the Council has put in place to support Ukrainian refugees arriving in the Buckinghamshire as part of the Homes for Ukraine scheme. This included the formation of a Ukraine Partnership Board made up of the police, fire services, health services and the voluntary sector, an interpreters and volunteers matching service through Community Impact Bucks and a network of sponsor liaison officers.</p> <p>There was a presentation on the changes being made to the waste collection service and schedules. As of 4th July residents in the Wycombe area would be charged £50 a year for garden waste collection to bring them into line with the rest of Buckinghamshire residents. It was planned that a focus in 2022/23 would be on tackling littering on verges on high-speed roads. The next Parish Liaison meeting will be on 20 July.</p> <p><b>1.4 Briefing from Government's Chief Planner on Planning in the levelling up and Regeneration Bill</b> – Cllr V Brownridge and Cllr V Morton attended this briefing. The Levelling Up and Regeneration Bill incorporates some of the proposals for planning reform outlined in the earlier 2020 Planning for the Future White Paper. Cllr V Brownridge highlighted elements in it of potential interest to the Council and this summary would be distributed to Councillors</p>	
	<b>9.2. Correspondence</b> None	
<b>2374/22</b>	<b>10. Items to be included on the next Agenda-</b> Street Lighting Project	
<b>2375/22</b>	<b>11. Dates of the next meetings:</b> Planning Committee Meeting 27th June 2022, Parish Council Meeting 5 <sup>th</sup> July 2022, Budget Committee Meeting 26 <sup>th</sup> July 2022,	
There being no further business to be transacted the meeting was closed at 21.04 pm		

**Abbreviations:**

LMPC	Little Marlow Parish Council	GDPR	General Data Protection Regulations
BC	Buckinghamshire Council	SLCC	Society of Local Council Clerks
LMRA	Little Marlow Residents' Assoc	WDALC	Wycombe District Assoc. of Local Councils
VAS	Vehicle Activated Sign	ROW	Rights of Way
PCSO	Police Community Support Officers	BMKALC	Bucks Milton Keynes Association of Local Councils
LMLCP	Little Marlow Lakes Country Partnership	LGPS	Local Government Pension Scheme

Signed: .....  
Chairman

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