

## LITTLE MARLOW PARISH COUNCIL

**Minutes** of the Council Meeting held on 6<sup>th</sup> December 2016 at  
The Pavilion, Little Marlow commencing at 8.00pm

### UNCONFIRMED

<b>Present:</b>		
Cllr V Brownridge (VB) – Chairman	Cllr A Falk (AF)	
Cllr V Morton (VM)	Cllr R Mash (RM)	
Cllr D Downes (JD)	Cllr K Acres (KA)	
Cllr G Fitchew (GF)	Cllr R Randall (RR)	
Mrs E Marsden Parish Clerk	7 Members of the public present	
<b>The Attendance Sheet was duly signed</b>		
Minute Ref:	Agenda Item	Action
518/16	<b>1. Apologies for Absence</b> Apologies were received and accepted for Parish Councillor Emmett. District Councillors David Johncock, John Savage and David Watson	
519/16	<b>2. Declarations of interest – pecuniary or prejudicial</b> Cllr Downes - planning application the old Vicarage, Church Road, Cllr Fitchew - planning application Streamside, The Drive, Bourne End Both Councillors live in close proximity to the applicants.	
520/16	<b>3. To approve Minutes of Full Council Meeting held on 18<sup>th</sup> October 2016</b> The Council <b>RESOLVED</b> to accept the minutes and they were duly signed by the Chairman.	
521/16	<b>4. To take Reports from those minutes for NOTE</b> JD – Improved broadband to village. The Residents’ Association had raised the money needed to pay for the new Broadband and then BCC confirmed that they would pay for improvements. This did not include Westhorpe or Pump Lane North so JD will be pushing for these areas to be included. Should be up and running by Nov 17. Bellmouth – Confirmation to be sought that funeral directors and family mourners use this entrance. Marlow Crushing – confirmation to be sought that work has stopped due to a badger sett. Clerk needs to set up a meeting with one of our a parishioners who has knowledge of the site. Plaque on the chapel– after lots of discussion RM suggested ‘responsible for’ and this would proposed to the family for consideration	JD  Clerk  Clerk  Clerk
522/16	<b>5. Finance</b> <b>To approve Income and expenditure for October &amp; November 2016</b> It was <b>RESOLVED</b> to accept the financial report for October 16  <b>Bank Accounts Totals – Oct 2016</b> Current Account:           £6,982.87 Petty Cash:                   £267.03 Reserves Account:       £41,730.72 Precept Account:         £32,625.90	

	<p><b>Bank Account Totals – Nov 2016</b></p> <table border="0"> <tr> <td>Current Account</td> <td>£7,989.93</td> </tr> <tr> <td>Petty Cash</td> <td>£251.05</td> </tr> <tr> <td>Reserves Account</td> <td>£44,075.25</td> </tr> <tr> <td>Precept Account</td> <td>£25,627.24</td> </tr> </table> <p>Full breakdown of each individual expenditure and income is available in <b>Appendix 1</b> attached</p> <p><b>b) Confirmation of Budget and Precept Request</b>  Due to the fact that the Council is undertaking a tender process and that we haven't received the level of grant from WDC, it was AGREED to defer the decision until January's meeting.</p>	Current Account	£7,989.93	Petty Cash	£251.05	Reserves Account	£44,075.25	Precept Account	£25,627.24					
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523/16	<p><b>By discretion of the Chairman. Agenda item 17 was moved up the Agenda.</b></p> <p><b>17. Athletics Track – consideration of response regarding usage of the Athletics Track</b></p> <p>Cllr Brownridge reported at the last meeting that she had agreed to chair an Athletics Track Users' Panel. The Athletics Clubs have since informed the Council that the track operators, ALF, do not wish to establish such a group at this point and that ALF has asked them and some of the other users to sign new user agreements which would deny them exclusive use of the track on their club training nights. This has health and safety and also child protection issues for the clubs. The Clubs were told that WDC are behind this request. The Clerk wrote to WDC to express concern at this latest development and to seek clarification. WDC have replied saying that WDC support the non-exclusive approach. The Athletics Clubs will not be able to use the Athletics Track if ALF and WDC insist on this. After discussion, it was RESOLVED that the Clerk should write back to WDC in support of the Athletics Clubs and raising various concerns.</p>	Clerk												
524/16	<p><b>6. Planning Report Applications</b></p> <table border="1"> <thead> <tr> <th>App. No.</th> <th>Location</th> <th>Description</th> <th>LMPC Comment</th> </tr> </thead> <tbody> <tr> <td><u>16/08186/</u> <u>FUL</u></td> <td>The Ferns Fern Lane Little Marlow</td> <td>Householder application for demolition of existing garage and construction of new single storey detached outbuilding ancillary to main dwelling</td> <td>The Parish Council has no objection</td> </tr> <tr> <td><u>16/08085/</u> <u>FUL</u></td> <td>9 Abbey Road Bourne End</td> <td>Householder application for erection of first floor side extension with partial re-cladding of existing dwelling</td> <td>The Parish Council has no objection</td> </tr> </tbody> </table>	App. No.	Location	Description	LMPC Comment	<u>16/08186/</u> <u>FUL</u>	The Ferns Fern Lane Little Marlow	Householder application for demolition of existing garage and construction of new single storey detached outbuilding ancillary to main dwelling	The Parish Council has no objection	<u>16/08085/</u> <u>FUL</u>	9 Abbey Road Bourne End	Householder application for erection of first floor side extension with partial re-cladding of existing dwelling	The Parish Council has no objection	
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<p><u>16/07998/ FUL</u></p>	<p>The Old Vicarage Church Road Little Marlow</p>	<p>Householder application for construction of new front boundary wall, gates and piers &amp; alterations to vehicular cross-over from Church Road</p>	<p>The Parish Council welcome the reduction in height of the wall however we would like to see flint inserts into the wall. This is a conservation area and the walls in the village have these flint inserts. We would like the character of the village preserved.</p>
<p><u>16/07999/L BC</u></p>	<p>The Old Vicarage Church Road Little Marlow</p>	<p>Listed Building application for construction of new front boundary wall, gates and piers &amp; alterations to vehicular cross-over from Church Road</p>	<p>The Parish Council would like to ensure that any alterations adhere to Listed Building Regulations. As mentioned, the Council wish to see flint inserts in the wall.</p>
<p><u>16/07947/ CTREE</u></p>	<p>Hérons Pool The Avenue Bourne End</p>	<p>Fell 1 x Liquidambar tree (T1) due to dangerous incline and in danger of falling and damaging the boat house and fell 1 x Horse Chestnut tree (T2) and Crown reduction of up to approximately 2 metres in height and the removal of side suckers from the base of leaning Hornbeam (T3).</p>	<p>The Parish Council has no objection provided the work carried out is under the supervision of the WDC Tree Officer.</p>
<p><u>16/08068/ CTREE</u></p> <p><u>16/07859/ TPO</u></p>	<p>Manor Farm Barn Church Road Little Marlow</p> <p>Copper Beech Marlow Road Bourne End</p>	<p>Fell 9 mature Poplar trees</p> <p>Crown reduction to leave a final height of 19 metre (+/-) 0.5 metres and the canopy spread should be reduced by selective pruning of the primary and secondary branch structure to leave an average secondary branch length of 7.5 metres (+/-) 0.5 metres to 1 x Copper Beech Tree to reduce the rise of permanent tree failure</p>	<p>The Parish Council has no objection provided the work carried out is under the supervision of the WDC Tree Officer.</p> <p>The Parish Council has no objection provided the work carried out is under the supervision of the WDC Tree Officer.</p>

16/07994/ FUL	Streamside the Drive, Bourne End	Householder application for construction of single storey side extension	The Parish Council has no objection
16/07654/ FUL	The Old Vicarage Church Road Little Marlow	Householder application for construction of two storey side extension, associated internal alterations, re- instatement of windows to cellar, insertion of dormer to rear roof slope in connection with loft conversion and associated new internal stairs	The Parish Council has no objection
16/07655/L BC	The Old Vicarage Church Road Little Marlow	Householder application for construction of two storey side extension, associated internal alterations, re- instatement of windows to cellar, insertion of dormer to rear roof slope in connection with loft conversion and associated new internal stairs	The Parish Council has no objection provided Listed Building Regulations are adhered too.

### Decisions

*Case Ref:* **16/07501/MIN** *Decision* Application Refused

*Address:* Winchbottom Farm Winchbottom Lane Little Marlow  
Buckinghamshire HP10 9QF

*Proposal:* Proposed non-material amendment to permission for conversion, alterations and extensions of existing barns to form 1 x 4 bed dwelling and construction of detached garages with habitable room over granted under planning ref. 13/07009/FUL

*Case Ref:* **16/07447/CTR** *Decision* Not to make a Tree Preservation Order *Date:* **11/10/2016**

*Address:* Cherry Tree House The Drive Bourne End  
Buckinghamshire SL8 5RE

*Proposal:* Take down the large 3 x Silver Birch group (ID# 12) located at the next to tennis in rear of property.

*Case Ref:* **16/07502/FUL** *Decision* Application Permitted

*Address:* Winchbottom Farm Winchbottom Lane Little Marlow  
Buckinghamshire HP10 9QF

*Proposal:* Conversion of Barn 1 to residential use in conjunction with Barn 2 and 3 from garage/residential storage, construction of new glazed link between barn 1 and Barn 2 and associated fenestration alterations

**Case** 16/07133/FUL **Decision:** Application Permitted

**Address:** Coldharbour Cottage Winchbottom Lane Little Marlow  
Buckinghamshire HP10 9QE

**Proposal:** Householder application for construction of two storey side extension

**Applicant** Mr & Mrs Curtis **Agent:** Andy Gillman CAD Services

**Case Ref:** 16/07425/FUL **Decision** Application Permitted

**Address:** Fern House Fern Lane Little Marlow Buckinghamshire SL7 3SD

**Proposal:** Householder application for demolition of existing summer house and erection of replacement conservatory, insertion of six roof lights within the central valley roof, insertion of double dormer window addition to rear and alterations to glazing and windows and internal alterations

**Case Ref:** 16/07426/LBC **Decision** Application Permitted

**Address:** Fern House Fern Lane Little Marlow Buckinghamshire SL7 3SD

**Proposal:** Listed Building application for demolition of existing summer house and erection of replacement conservatory, insertion of six roof lights within the central valley roof, insertion of double dormer window addition to rear and alterations to glazing and windows and internal alterations

**Case Ref:** 16/07700/CTR **Decision** Not to make a Tree  
**Preservation Order Date:** 15/11/2016

**Address:** The Chantry Wharf Lane Bourne End Buckinghamshire SL8 5QS

**Proposal:** Fell 1 x Ash tree (T1), tip reduce the lateral limb closest to the property by 1m. to small leave Lime (or possibly a Ash Leaf Maple) (T2), remove to source the lowest secondary growth no greater than 25mm in diameter of the lowest limbs and tip reduce the over lengthy limb overhanging the neighbouring property by approximately 2m to Copper Beech tree (T3), lift the overhanging branches over the road to give a 5.5m clearance to the ground to 2 x Sycamore trees (T4) and fell

**Case Ref:** 16/07780/CTR **Decision** Not to make a Tree  
**Preservation Order Date:** 16/11/2016

**Address:** Abbotsbrook Hall Marlow Road Bourne End  
Buckinghamshire SL8 5PQ

**Proposal:** Fell 2 x Sycamore trees , fell 1 x Elm tree, Crown lift 3 x Yew trees to 7ft above ground level, crown reduce 1 x Ash Tree and fell 1 x Hornbeam

**Case** 16/07334/CLE **Decision:** Grant Certificate of  
**Lawful Use** **Date** 24/11/2016

**Address:** Land Between Valley View Barn And Horton Wood  
Winchbottom Lane Little Marlow

**Proposal:** Certificate of Lawfulness existing for the continued use of

	land (as shown edged red on the attached plan) for the purposes of storage (Use Class B8 of the Town and Country Planning (Use Classes) Order 1987, as amended) <i>Applicant</i> Mr Neil Taylor - Carington <i>Agent:</i> West Waddy ADP	
525/16	<b>7. The Pavilion &amp; Rec Grd.</b> <b>a) LMCC – Confirmation of Meeting dates</b> Clerk chasing up meeting date with LMCC. <b>b) Update on external lighting for NOTE</b> Clerk to investigate options <b>c) Preventative methods to stop cars on the Rec Grd</b> Unfortunately there have been some cars driving on the Rec Grd. After discussion it was <b>RESOLVED</b> that JD and RM would put posts along the grass and mound – with two removable posts at either end	Clerk  Clerk  JD/RM
526/16	<b>8. Abbotsbrook Hall</b> <b>a) Update on new lights for Abbotsbrook Hall</b> Clerk needs to check with Planning as this is a conservation area <b>b) Car Park Licences – update on non payment</b> The Clerk advised that contact had been made with a solicitor and was awaiting some information.	Clerk
527/16	<b>9. Dog Waste Bins</b> The Clerk provided a quotation for a dog bin. It was <b>RESOLVED</b> to have one bin and empty once a week. The location will be decided at the January meeting.	
528/16	<b>10. Spade Oak Car Park</b> <b>a) Consideration of grant application for improvements to the Car Park.</b> It was <b>RESOLVED</b> to apply to Heart of Bucks for a grant for the surface of the car park.	Clerk
529/16	<b>11. TfB Scheme Delivery – consultation on proposed revisions</b> It was <b>RESOLVED</b> the revisions were sensible and to be supported.	Clerk
530/16	<b>12. Website – update on LMPC website.</b> A meeting was needed to confirm proposal document.	Clerk JD /KA
531/16	<b>13. Devolved Services a) a report of expenditure for NOTE</b> The report was <b>NOTED</b> ..	
532/16	<b>14. WDC – Consideration of WDC’s report on Options for modernising local government</b> Cllr Brownridge attended a presentation by WDC on the options for modernising local government in Buckinghamshire. The four District Councils (Wycombe, Aylesbury Vale, Chiltern and South Bucks) commissioned Deloitte to carry out an analysis of the options for reforming the current structure of local government in Bucks. They looked at three options: a single unitary council, a two unitary council where one of the Councils would be based on the area currently covered by Aylesbury Vale Council and the other on the area covered by Chiltern, South Bucks and Wycombe District Councils and a three unitary option based on the area covered by Aylesbury Vale Council, by Wycombe District Council and by Chiltern and South Bucks	Clerk

	<p>combined. The report concluded that a two or three unitary option would provide the best way forward. WDC haven't yet taken a decision. WDC pointed out that it is imperative for BCC to do something quickly because they are running short of money. The Districts do not have the same imperative as they have already taken a lot of measures to reduce costs and to cope with the pressures ahead. Districts are querying why it would make sense to give BCC more responsibility when they are already struggling with some of then services for which they are responsible such as Adult Social Care, Children's services and roads. Districts consider that reorganising without changing the way things are done particularly with regard to Adult Social Care and Children's services won't solve the challenges that local government is facing. There would have to be major changes under a two or three unitary solution as the districts do not currently deal with these services. The Districts envisage these services still being delivered across the four districts but contracting them out to a different body. The four Districts want to take a more measured approach, taking time to consult before drawing up a more detailed business case. They say that DCLG have confirmed that they will not be making a decision about any reorganisation in Bucks and that they expect any decision to be made locally and be based on local consensus.</p>	
533/16	<p><b>15. BCC – Consideration of the Unitary Authority Proposal</b> Councillors had had the opportunity to hear about the Unitary Authority option favoured by BCC at the presentation they had given prior to the Council meeting. They had also heard BCC's responses to the concerns they had raised about the proposed new Community Boards and Community Hubs, the role of Parish Councils on the Community boards and the additional burden this would place on them without any real say in decision making, further devolution to Parish Councils and how a unitary Council would respond to distinctive local needs. Cllr Brownridge pointed out that there would be implications for Parish Councils whichever model was chosen, hence the need to have at least an initial discussion about which of the proposed options would best serve our parishioners. It was <b>RESOLVED</b> to write to the Secretary of State expressing LMPC's concerns.</p>	Clerk Cllrs
534/16	<p><b>16. Hedge line and exit out of Recreation ground – consideration of improving sight lines.</b> It was <b>RESOLVED</b> to go cut some of the hedge back to improve the entrance for vehicle exit.</p>	Clerk
535/16	<p><b>18. Reports from Meetings at Outside Bodies</b> <b>a) BMKALC – Cllr Brownridge</b> Cllr Brownridge attended the BMKALC AGM on 11 November. Most of the meeting was taken up with the election of office bearers for next year, appointment of representatives on various outside bodies, approving the accounts and the budget. It was agreed that the subscription to BKMALC should be increased by 1p per elector for 2017/18. This plus the increase in subscription to NALC agreed last year would bring the total subscription per annum to 18.125 per elector <b>b) Marlow Society – Cllr Morton</b></p>	

	Bisham Parish Council very concerned at the possible closure of the Primary School as they have small pupil numbers. Concern regarding the proposed Retirement Village at BCA. The Airpark agreement has been now finalised and MTC have paid £1 for the telephone box. <b>c) WDC SECTU training</b> The Clerk attended training on counter terrorism with other members of government agencies. In regards to LMPC we don't have any shopping centres but was a good reminder in being vigilant.	
<b>536/16</b>	<b>19. Correspondence.</b> None.	Clerk
<b>537/16</b>	<b>20. Contracts – nomination of Cllrs on Contracts Committee</b> It was <b>RESOLVED</b> Cllrs Brownridge, Mash, Downes and Emmett would form a sub-committee to evaluate the tenders and form a recommendation for Council.	VB, JD, PE, RM
<b>538/16</b>	<b>21. Clerk Appraisal.</b> Due to the confidential nature of this item it was <b>RESOLVED</b> to discuss this item under Confidential Items.	
<b>539/16</b>	<b>22 Public Participation.</b> None	
<b>540/16</b>	<b>23. Confidential Items.</b> That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media is excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted <i>The Clerk left the room during this discussion.</i> After a discussion of the Clerk's Appraisal it was <b>RESOLVED</b> to increase the Clerk's salary by two salary points in recognition of the Clerk's work performance over the year. b) Confirmation of attendance of Practitioners Conference in February It was <b>RESOLVED</b> for the Clerk to attend.	Clerk
<b>541/16</b>	<b>21. Dates of Future Meetings, <u>17<sup>th</sup> January at Abbotsbrook Hall</u> <u>28<sup>th</sup> February, 11<sup>th</sup> April 2017, 23<sup>rd</sup> May, 4<sup>th</sup> July</u></b>	
There being no further business to be transacted the meeting was closed at 9.45pm		

**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		

Signed: .....

Chairman

Date: .....