

# LITTLE MARLOW PARISH COUNCIL

**Minutes** of the Council Meeting held on 17<sup>th</sup> January 2017 at Abbotsbrook Hall, Well End, Little Marlow commencing at 8.00pm

**UNCONFIRMED**

<b>Present:</b> Cllr V Brownridge (VB) – Chairman Cllr V Morton (VM) Cllr D Downes (JD) Cllr G Fitchew (GF)		Cllr A Falk (AF) Cllr K Acres (KA) Cllr R Randall (RR) Cllr P Emmett (PE)
Mrs E Marsden Parish Clerk		1 Member of the public present
<b>The Attendance Sheet was duly signed</b>		
<b>Minute Ref:</b>	<b>Agenda Item</b>	<b>Action</b>
<b>542/17</b>	<b>1. Apologies for Absence</b> Apologies were received and accepted for Parish Councillor Mash District Councillors David Johncock, John Savage and County Councillor David Watson	
<b>543/17</b>	<b>2.Declarations of interest – pecuniary or prejudicial</b> Cllr Morton – Planning Application 16/08296/LBC Coach House, Church Road, as they are neighbours. Cllr Randall and Cllr Fitchew regarding Agenda Item 11 as they knew one of the tender applicants.	
<b>544/17</b>	<b>3. To approve Minutes of Full Council Meeting held on 6<sup>th</sup> December 2016</b> The Council <b>RESOLVED</b> to accept the minutes and they were duly signed by the Chairman.	
<b>545/17</b>	<b>4. To take Reports from those minutes for NOTE</b> JD – Improved broadband to village. We are waiting confirmation that BCC will pay for LM Village and Winchbottom Lane. BT have provided a quote for Westhorpe which with the voucher scheme available will hopefully be of interest to residents. BT are arranging a meeting to visit and talk to residents of Pump Lane North. Clerk – A meeting has been arranged with a parishioner to discuss the history of the site at Westhorpe where the Marlow Crushing and Screening Company has set up an operation. Plaque – still ongoing in discussion with the Family regarding the wording. Modernising Local Government -WDC have now published their proposal for two new Unitary Councils. These will be submitted to the Secretary of State for consideration on 17 January.	JD       Clerk  Clerk
	<b>Cllr Emmett arrived at 8.10pm</b>	
<b>546/17</b>	<b>By permission of the Chairman, this Agenda item was brought forward.</b> <b>10. Grant Application – consideration of grant application for Bourne End Activities.</b> A representative from BE Activities outlined the request for funds to purchase a gazebo. After discussion – Cllr Emmett offered the use of	

	his gazebos for the organisation to use. This was gratefully accepted and <b>AGREED</b> .	
	<b>Cllr Falk arrived at 8.15pm</b>	
<b>547/17</b>	<p><b>5. Finance</b>  <b>To approve Income and expenditure for December 2016</b>  It was <b>RESOLVED</b> to accept the financial report for October 16</p> <p><b>Bank Accounts Totals – Dec 2016</b>  Current Account           £ 9,855.97  Petty Cash:                 £   251.05  Reserves Account:       £44,075.00  Precept Account:         £20,628.49</p> <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>  Following discussion regarding Dog Bins (agenda item 9) and Contracts (agenda item 11/21), it was <b>RESOLVED</b> to request to WDC for a precept amount of £48055 for 2017/18.</p>	
<b>548/17</b>	<p><b>To confirm the exact costs of the precept request is was AGREED by permission of the Chairman to move Agenda Item 9 forward.</b>  <b>9. Dog Waste Bins – Consideration of the dog bins.</b>  There was considerable discussion on the number and location of dog bins. It was <b>RESOLVED</b> by a vote of 5/3 to approve the installation of two bins, one adjacent to the Queen’s Head and the other near the footpath by the Moor. Cllr Emmett and Cllr Randall voted against this resolution and requested that their names be minuted.</p>	
<b>549/17</b>	<p><b>By discretion of the Chairman. Agenda item 11 was moved up the Agenda.</b> 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  Due to the confidential nature of discussing contracts, it was <b>RESOLVED</b> to hold this discussion in Confidential Items Agenda Item 21.</p> <p><b>21 Confidential Items</b>  <b>11. Contracts – Burial Ground and Open Space</b>  Six organisations were invited to tender of which five tenders were received. Cllr Emmett and Cllr Brownridge opened the tenders in the presence of the Clerk. An evaluation form was completed and a summary document was produced. After lots of discussion it was <b>RESOLVED</b> to award the Burial Ground (Fern Lane Cemetery) Contract to SR Farm Services and G Taylor the Opens Spaces Contract.  <i>Cllr Fitchew and Cllr Randall had no part in the discussion of the tenders submitted. or decision.</i></p>	Clerk
<b>550/17</b>	<p><b>6. Planning Report</b></p> <p style="text-align: center;"><b>Applications received</b></p>	

App. No.	Location	Description	LMPC Comment
<u>16/08503/F UL</u>	10 Elm Lane Bourne End	Householder application for erection of two storey front, rear & side extension & insertion of rear dormer	The Council objects to the overdevelopment of the site and possible intrusion on neighbours.
<u>16/08507/A DV</u>	Land Adj Fire Station Parkway Marlow	Display of 1 x non-illuminated free-standing signage	The Parish Council has no objection.
<u>16/08436/F UL</u>	Sheerwater Lockbridge Road Bourne End	Demolition of existing bungalow and erection of 1 x 4 bed detached dwelling associated external alterations incorporating landscaping, creation of new access and alterations to existing parking	The Parish Council has concerns that the new design is not in keeping with neighbouring properties.
<u>16/08394/T PO</u>	The Sanctuary Abbotsbrook Bourne End	Crown reduce by half a metre, back to just past the old reduction points 1 x Horse Chestnut (T1)	LMPC Tree Comment
<u>16/08372/C TREE</u>	Abbey Way Sailing Club Road Bourne End	Reduce to 1m above ground level or fell to 1 x Ash Tree (T1)	LMPC Tree Comment
<u>16/08325/H PDN</u>	1 Abbeymead Elm Lane Bourne End	Notification of proposed single storey rear extension; Depth extending from the original rear wall of 3.35 metres, a maximum height of 3.80 metres and an eaves height of 2.80 metres	The Parish Council has no objection.

<u>16/08296/L BC</u>	The Coach House Church Road Little Marlow	Listed Building application for conversion of existing garage to habitable rooms and insertion of 2 velux windows, replacement of garage doors with brick and flint wall	The Parish Council has no objection.
<u>16/08109/F UL</u>	Well End Lodge Chapman Lane Bourne End	Erection of detached two storey 5-bed dwelling, double garage & bin stores with creation of new access from Chapman Lane	The Parish Council objects to this application. The property seems to be intended to be three storeys and is an overdevelopment of the site. The new proposed entrance is situated in a narrow section of the lane and has a dangerous bend which would be a danger to vehicles. May be also note that the floor plans and arboriculture reports fail to open.
<u>16/08068/C TREE</u>	Manor Farm Barn Church Road Little Marlow	Fell 9 mature Poplar trees	LMPC Tree Comment * We note WDC have issued a TPO for these trees.
<p><b>Decisions</b></p> <p><i>Case Ref: 16/07527/FUL Decision Application Permitted</i></p> <p><i>Address: Bungalow The Old Malt House Marlow Road Bourne End Buckinghamshire SL8</i></p> <p><i>Proposal: Demolition of existing bungalow and erection of 1 x 2 bed replacement bungalow</i></p> <p><i>Case Ref: 16/07586/FUL Decision Application Permitted</i></p> <p><i>Address: Wyevale Garden Centre Pump Lane South Little Marlow Buckinghamshire SL7</i></p> <p><i>Proposal: Re-siting of storage container &amp; car wash building &amp; container, replacement and re-siting of storage building with reconfiguration of car park creating 4 additional</i></p> <p><i>Case Ref: 16/07947/CTR Decision Not to make a Tree Preservation Order Date: 09/12/2016</i></p> <p><i>Address: Herons Pool The Avenue Bourne End Buckinghamshire SL8 5QY</i></p> <p><i>Proposal: 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).</i></p>			

	<p><i>Case Ref:</i> <b>16/07654/FUL</b> <i>Decision</i> Application Permitted  <i>Address:</i> The Old Vicarage Church Road Little Marlow  Buckinghamshire SL7 3RT  <i>Proposal:</i> 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</p> <p><i>Case Ref:</i> <b>16/07655/LBC</b> <i>Decision</i> Application Permitted  <i>Address:</i> The Old Vicarage Church Road Little Marlow  Buckinghamshire SL7 3RT  <i>Proposal:</i> Listed building 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</p> <p><i>Case Ref:</i> <b>16/07802/FUL</b> <i>Decision</i> Application Permitted  <i>Address:</i> Broadfield House Chapman Lane Bourne End  Buckinghamshire SL8 5PB  <i>Proposal:</i> Householder application for erection of a detached single storey ancillary building to front for use as a Garden Office</p> <p><i>Case Ref:</i> <b>16/07843/FUL</b> <i>Decision</i> Application Permitted  <i>Address:</i> White Friars Farm Road Bourne End Buckinghamshire SL8 5RB  <i>Proposal:</i> Householder application for raising of roof, roof extensions and alterations, construction of part single storey / part two storey front, side and rear extensions, front dormer window and balcony at first floor and alterations to fenestration</p> <p><i>Case Ref:</i> <b>16/07895/TPO</b> <i>Decision</i> Application Permitted  <i>Address:</i> Orchard Cottage The Avenue Bourne End  Buckinghamshire SL8 5QY  <i>Proposal:</i> Re-pollard to the previous points to 1 x Willow tree (T1) to improve safety and carry out traditional maintenance</p> <p><i>Case Ref:</i> <b>16/07994/FUL</b> <i>Decision</i> Application Permitted  <i>Address:</i> Streamside The Drive Bourne End Buckinghamshire SL8 5RE  <i>Proposal:</i> Householder application for construction of single storey rear extension</p> <p><i>Case Ref:</i> <b>16/08068/CTR</b> <i>Decision</i> To Make a Tree Preservation Order  <i>Date:</i> <b>20/12/2016</b>  <i>Address:</i> Manor Farm Barn Church Road Little Marlow  Buckinghamshire SL7 3RT  <i>Proposal:</i> Fell 9 mature Poplar trees</p>	
<b>551/17</b>	<b>7. The Pavilion &amp; Rec Grd.</b>	

	<p><b>a) Update on external lighting for NOTE</b> Due to the potential issues of lights near the Marlow Road and within a conservation area, it was <b>RESOLVED</b> not to pursue this matter further.</p>	Clerk
552/17	<p><b>8. Abbotsbrook Hall</b>  <b>a)Update on new lights for Abbotsbrook Hall</b> The external PIR lights were all working – It was <b>RESOLVED</b> not to make any additional changes.  <b>b)AB Car Park Licences for NOTE</b> Payment has been received for all but two householders now.  <b>c) Improvements to AB Hall</b> – including a request for WIFI from AB Pre-School. A number of suggestions had been received from users of the Hall. It was <b>AGREED</b> that Cllr Fitchew and the Clerk would meet to go through the list. It was <b>RESOLVED</b> to allow the Pre-school to have WIFI provided they funded its installation and ongoing costs. It was <b>RESOLVED</b> to increase the cleaning provision – either with increasing existing hours or using additional cleaning company.  <b>d) Trees at Abbotsbrook Hall</b> Following a parishioner’s request, the Clerk met with the Tree officer to assess the three trees at the end of the car park used by residents of Well End Cottages. The Tree Officer would support the removal of a Cherry Tree and a 2 metre reduction in the crown on the two other trees. It was <b>RESOLVED</b> to go ahead with quotations and ascertain the amount Well End Cottage Residents were willing to contribute to the cost.</p>	Clerk
553/17	<p><b>13. Devolved Services a) Report for NOTE.</b> The report was <b>NOTED</b> there were no questions.</p>	
554/17	<p><b>14. Athletics Track – Update following meeting with WDC for NOTE.</b> Cllr Brownridge and the Clerk met with WDC on 10 January to discuss the concerns about the Athletics Track raised in our letter to them, including the suggestion that the Athletics clubs should no longer have exclusive use of the track on training nights. WDC would not be budged on the issue of exclusive rights in spite of all the arguments we put forward. They are also not interested in being part of any users’ group. They admitted that ALF had not been fulfilling all the terms of their contract with WDC for the running of the Track but claimed that they had no sanctions to deploy to make them do so. They did however tell us that Savannah Catherine, the person at ALF in charge of the operation of the track, has now left and that while the track will continue to be run by ALF, James Cavalier who heads the Active-in team which sits within ALF, has been asked to take on the operation of the track. James Cavalier was previously Sports Development Officer within WDC and has a lot of sports experience. Cllr Brownridge and the Clerk has arranged to meet him on 13 January. We understand that he has already had some productive meetings with the Athletics Clubs</p>	Clerk/ VB
555/17	<p><b>15. Burial Ground – Bell Mouth</b> As agreed, the Clerk spoke to other funeral directors regarding the Sheepridge entrance. Concern was expressed by one Funeral Directors regarding first part of the entrance which is accessed from the road. It had become worn and therefore had some ruts. It was <b>AGREED</b> that</p>	Clerk/ VB

	the Clerk and Chairman was to meet with TfB to discuss possible remedial action.	
556/17	<p><b>16. Little Marlow School Working Party.</b></p> <p>At the meeting of the working party it was <b>AGREED</b> that the cost estimate provided from BCC made the new path not financially viable. Further options were discussed and a formation of a 'Green Path' as an alternative. There are pros and cons of a Green Path but it was felt that it would provide a safe place to walk along. The School need to ascertain the viability of moving their pedestrian entrance as there could be pedestrian congestion. All changes would need planning permission due to LM being a conservation area.</p>	Clerk JD /KA
557/17	<p><b>17. Hedges on Church Road</b></p> <p>After lengthy discussion, it was <b>RESOLVED</b> not to cut them back as the footpath below was not broad enough to be practicable and it was felt it would encourage inappropriate parking. It was <b>AGREED</b> for GF &amp; PE to investigate with the Clerk whether a mirror would help with exiting the Pavilion car park.</p>	
558/17	<p><b>18. Reports from Meetings at Outside Bodies</b></p> <p><b>a) WDALC – Cllr Brownridge</b></p> <p>Cllr Brownridge attended the WDALC meeting and WDALC AGM on 8 December. There was a long discussion about the options for the future of Local Government in Bucks and the proposals which have been put forward by Bucks CC and separately by the four District Councils for various types of Unitary Authority. Other Parish Councils share our concerns about the lack of proper consultation and community engagement on the subject. It was agreed that the Chairman of WDLAC would write to the leaders of the 4 District Councils and the leader of Bucks CC on behalf of PCs to express concern about the lack of consultation, the lack of clarity about the impact the proposed changes would have on PCs and the delivery of services and the confusion regarding the timetable for the decision-making process and implementation.</p> <p>At the AGM, Cllr Brian Swain was re-elected as Chairman. No-one has volunteered to take on the role of Secretary or of Training Secretary. Jill Armshaw, Deputy Clerk at Hughenden has agreed to be Acting Secretary until someone comes forward. WDALC will be unable to offer any training until a new Training Secretary comes forward.</p> <p><b>b) Marlow Society – Cllr Morton</b></p> <p>No meeting held.</p> <p><b>c) BCC Devolved Services</b></p> <p>A meeting of Clerks at BCC to discuss best practice when communicating with parishes should the County Council become a unitary authority. Lots of suggestions were put forward by Clerks for BCC to consider.</p>	
559/17	<p><b>19. Correspondence.</b></p> <p>Letter received from Secretary of State acknowledging Little Marlow Parish Council's concerns regarding Bucks County Council's proposal to replace the County Council and the 4 District Councils with one new unitary authority.</p>	Clerk
560/17	<p><b>21 Public Participation.</b></p> <p>No members of the public were present.</p>	
561/17	<p><b>22. Items to be included on the next Agenda</b></p> <p>Cllr Emmett requested that the Parish consider the best way to engage with vulnerable people within the parish. The Clerk informed the Council that</p>	Clerk

	she had been in touch with BCC regarding this service provision. We hope that BCC will be able to be present at the APM.	
<b>562/17</b>	<b>21. Dates of Future Meetings 28<sup>th</sup> February, 11<sup>th</sup> April 2017, 19<sup>th</sup> May (APM), 23<sup>rd</sup> May, 4<sup>th</sup> July</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: .....