

LITTLE MARLOW PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 5th July 2022 at the Pavilion, Church Road, Little Marlow, Bucks, SL7 3RS commencing at 8pm

CONFIRMED

Present: Cllr K Acres (KA) – Chairman, Cllr V Brownridge (VB), Cllr A Crabtree (AC), Cllr J Downes (JD), Cllr S Kershaw (SK), Cllr S Goss (SG)		
Mrs J Murray – Parish Clerk	Public present: Please refer to sign in sheet	
Minute Ref:	Agenda Item	Action
2384/22	1. To receive, and consider for approval, apologies for absence and reasons given Buckinghamshire Councillor D Watson, Buckinghamshire Councillor D Johncock, Councillor P Emmett (PE), Cllr V Morton (VM), Verity West	
2385/22	2. Declarations of interest – pecuniary or prejudicial None	
2386/22	3.a. To approve the Annual Council Meeting & Parish Council Meeting of the 17th May 2022 and The Council RESOLVED to accept the minutes of the Annual Council Meeting and Parish Council Meeting and the Chairman duly signed the minutes. 3.b. Extraordinary Meeting of the 7th June 2022 The Council RESOLVED to accept the minutes of the Extraordinary Meeting and the Chairman duly signed the minutes.	
2387/22	4. To take reports from theses minutes for NOTE 2272/21 Verge up towards The Three Horseshoes 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. 2290/91 Community Board application for bike racks The Council RESOLVED to organise bike rack installation in October. 2352/22To consider reply received from Thames Water re concerns about Sewage Treatment works The Council agreed that the response received by email from Thames Water does not respond to the questions specifically asked. The Council RESOLVED to consult Buckinghamshire Councillor D Watson and write to the Environment Agency and Ofwat.	Clerk Clerk Clerk/KA
2388/22	5. Parish Clerk's report: to be addressed at the August meeting	
2389/22	6. Items to be taken in confidential None	
2390/22	7. Public participation – maximum 15 minutes A member of the Save Marlow's Greenbelt Team asked that the parish council request an extension to the Marlow Film Studio planning application comment deadline. Cllr S Kershaw confirmed that the parish council had requested an extension and that a two week extension had been granted. The Council RESOLVED to write back to the Senior Planning Officer at Buckinghamshire Council and request an extension date to the end of August. Cllr K Acres asked the public whether the Pavilion or Abbotsbrook Hall would be the best venue to host the Planning Committee meeting to discuss the Marlow Film Studio Planning Application. It was agreed that Abbotsbrook Hall would be the best venue.	Clerk/SK
2391/22	8.1 Planning- a. To receive the reports of the Planning Committee meeting on 27th June 2022:	

Chairman initials]

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Little Marlow Parish Council
Planning June 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 21.06.2022

Householder application for construction of single storey side extension

Quay House Sailing Club Road Bourne End Buckinghamshire SL8 5QS

Ref. No: 22/O6424/FUL | Received: Tue 24 May 2022 | Validated: Fri 17 Jun

2022 | Status: Pending Consideration

LMPC Comment Little Marlow Parish Council have no objections. **Submitted 28th June 2022.**

Remove unknown hedge tree species T5 on boundary pushing fence as per photos and Weepoing Ash in decline rear coner of the garden.

Conkers Lockbridge Road Bourne End Buckinghamshire SL8 5QT

Ref. No: 22/O6426/CTREE | Received: Tue 24 May 2022 | Validated: Tue 24 May

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 28th June 2022.**

Full planning permission for production space and supporting buildings for screen-based media and associated services/industries. The development of approximately 168,718 sqm GEA total floorspace comprising : sound stages, workshops , office accommodation, studio hub associated outdoor space such as backlots and unit bases; entrance structures and reception; security infrastructure, mobility hub; cafes; parking; bridge; incidental supporting buildings; associated infrastructure; public art; upgraded vehicular access onto Marlow Road; new cycle and pedestrian accesses; a new cultural/educational/recreational building; a new community building and associated landscaping, publicly accessible recreational land and ecological and environmental enhancements/habitat creation

Land Adjacent South Side Marlow Road And A404 Junction Westhorpe Park Little Marlow Buckinghamshire

Ref. No: 22/O6443/FULEA | Received: Mon 23 May 2022 | Validated: Tue 21 Jun

2022 | Status: Pending Consideration

LMPC Comment The Planning Committee **RESOLVED** to:

- Call a Planning Committee Meeting on Tuesday 19th July at 7pm, to take place at Abbotsbrook Hall
- The parish council agreed to invite DIDO Properties to give a 10 minute presentation
- To request submission of questions to be addressed on the evening
- That Cllr P Emmett would chair the meeting
- The aim of the meeting is to enable the parish council to compile consultee comments to respond to the planning application

- Apply for an extension to the consultee comments deadline of 21st July to the end of August.

Fell in sections x 1 Pine (T1)

The Poplars Farm Road Bourne End Buckinghamshire SL8 5RB

Ref. No: 22/O6327/CTREE | Received: Sat 14 May 2022 | Validated: Mon 16 May 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. **Consultation closed 28th June 2022, Unable to make submission.**

Householder application for erection of single storey front, single storey side and single storey rear extensions, extension to roof with insertion of 2 x front and 2 x rear dormers and insertion of rear dormer to garage roof

Quoins The Close Bourne End Buckinghamshire SL8 5PE

Ref. No: 22/O5963/FUL | Received: Thu 07 Apr 2022 | Validated: Mon 13 Jun 2022 | Status: Pending Consideration

LMPC Comment Little Marlow Parish Council have no objections. **Submitted 28th June 2022.**

Dismantle x 3 Poplar (G1)

The Old Vicarage Church Road Little Marlow Buckinghamshire SL7 3RT

Ref. No: 22/O6461/CTREE | Received: Fri 27 May 2022 | Validated: Fri 27 May 2022 | Status: Pending Consideration

LMPC Comment Little Marlow Parish Council are extremely concerned about the massive loss of trees on this site **Submitted 28th June 2022.**

Construction of 1 x 4-bed residential dwelling with associated access, parking and hard/soft landscaping. Construction of two storey detached outbuilding consisting of 2 x parking spaces, workshop and storage to first floor and associated works

The Cottage Marlow Road Bourne End Buckinghamshire SL8 5PL

Ref. No: 21/O8191/FUL | Received: Thu 28 Oct 2021 | Validated: Tue 09 Nov 2021 | Status: Pending Consideration

LMPC Comment Little Marlow Parish Council object on the grounds that the build is not sympathetic to its surroundings and is an area of AONB. **Submitted 28th June 2022.**

From May Planning Report

Little Mell Lockbridge Road Bourne End Buckinghamshire SL8 5QT

Householder application for construction of single storey outbuilding to rear for use as workshop and storage

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

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

Little Marlow Parish Council object due to the outbuilding being too big and too close to neighbours.

Submission not available: Public access comment: This case is no longer available for consultation.
28th June 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 24th May 2022.* Two members of the Planning Committee agreed to visit site and revert back with comment prior to closing date.

Little Marlow Parish Council have no objections. **Submitted 28th June 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:

Application for approval of details reserved by conditions 3 (parts a & b) (conversion details) and 5 (no timber changes) pursuant to listed building consent 20/O5168/LBC

Hard To Find Farm Heath End Road Flackwell Heath Buckinghamshire HP10 9QH
Ref. No: 22/O6374/ADRC | Received: Thu 19 May 2022 | Validated: Thu 19 May 2022 | Status: Permit – detail Reserved by Condition

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/O6297/PNP6A | Received: Thu 12 May 2022 | Validated: Thu 12 May 2022 | Status: Details Not Required to be Submitted

Application for approval of details reserved by condition 5 (levels) pursuant to planning approval 22/O5072/FUL

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

Ref. No: 22/O6298/ADRC | Received: Thu 12 May 2022 | Validated: Thu 12 May 2022 | Status: Permit – detail Reserved by Condition

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) Lawson Cypress lift to 4 m above ground and back to fence line.

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: Not to make a Tree Preservation Order

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: Application Permitted

	<p>Householder application for construction of replacement front boundary wall (retrospective)</p> <p>Vine Leigh House Marlow Road Bourne End Buckinghamshire SL8 5PL Ref. No: 22/05790/FUL Received: Tue 22 Mar 2022 Validated: Wed 06 Apr 2022 Status: Application Permitted</p> <p>Householder application for raising of roof for creation of first floor and construction of single storey side/rear extension</p> <p>1 Fairfield Close Bourne End Buckinghamshire SL8 5PX Ref. No: 21/06638/FUL Received: Tue 25 May 2021 Validated: Fri 04 Jun 2021 Status: Application Refused</p>	
	<p>8.1.Planning:</p> <p>b. To consider Planning Committee invitation letter to Dido Property Ltd & Save Marlow's Green Belt</p> <p>The Council RESOLVED to send an invitation to Dido Property Ltd.</p> <p>c. To consider mitigation measures relating to Marlow Film Studio application</p> <p>Cllr S Kershaw reported that mitigation measures had been identified and would be consolidated and brought to the parish council for agreement. Cllr S Kershaw would confirm draft dates for mitigation measures. Cllr S Kershaw would also add a question in letter to Senior Planning Officer at Bucks Council to confirm when mitigation measures should be sent to Buckinghamshire Council.</p> <p>Westhorpe Park resident brought to the council's attention that when a park home is sold 10% of the sale price goes to the owner of Westhorpe Park. Would there be an option to move and not lose 10%.</p> <p>Residents had mentioned that they have identified a field close to the house Thimble which could be included in mitigation measures.</p> <p>d. To review correspondence received regarding Marlow Studios Project</p> <p>It was noted that further correspondence had been received and requests fulfilled.</p> <p>e. To consider Appeal Notification - 20/08321/FUL - Land Between Landfill Site, Bourne End and council representation by 26 July 2022</p> <p>The Council RESOLVED to submit an objection to the appeal and would state existing grounds for objections still stand. To be received by 26th July. Cllr S Kershaw agreed to draft the appeal objection and email to the Clerk.</p>	<p>SK/ Clerk</p> <p>SK/ Clerk</p>
2392/22	<p>8.2 Finance-</p> <p>a. To approve income and expenditure for April & May 2022</p> <p>The Council RESOLVED to approve the reports and the Chairman duly signed the reports.</p> <p>Cllr A Crabtree raised the cost of utilities, the coding of stationary & the CBRE car park income and expenditure. All of the above would be addressed at the Budget Committee meeting on 26th July.</p>	Clerk
2393/22	<p>8.3 Abbotsbrook Hall-</p> <p>a. To consider update on boat storage issue</p> <p>The Council RESOLVED to work with Wellers Hedleys to resolve the issue.</p>	Clerk
2394/22	<p>8.4 Environment Committee-</p> <p>a. To receive a report from the Environment Committee of 24th May 2022</p> <p>Cllr A Crabtree gave a report from the Environment Committee meeting minutes.</p> <p>The Council RESOLVED to write to Thames Water and copy the Environment Agency with regards to sewage reported in the Bucks Free Press on 30th June.</p> <p>The Council RESOLVED that the Burial Ground Committee should arrange a working group for an end of summer planting session at the Burial Ground. Cllr A Crabtree agreed to discuss and arrange dates with Wild Marlow.</p>	<p>Clerk</p> <p>AC</p>
2395/22	<p>8.5 General-</p> <p>a. To consider Casual Vacancy Timetable & Poster</p> <p>The Council RESOLVED to follow the proposed timetable and the Clerk would distribute information. Application closing date is 12th September 2022.</p> <p>b. To consider replacement of noticeboard at Pump Lane North</p> <p>The Council RESOLVED to accept the quote from Greenbarnes and to order a new aluminium noticeboard to be fitted in October.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>c. To consider publication of parish councillor's contact details The Council RESOLVED to ask the Clerk to email all councillors to ask whether they would prefer to opt in or out with contact telephone numbers. Parish council email addresses would be available.</p> <p>d. To consider refuse collection quotes for all sites The Council RESOLVED to give notice to BIFFA and have asked the Clerk to liaise with Cookham Waste to arrange contracts for the parish council's refuse requirements. A compost bin for the cemetery is not required as an area will be designated as a compost area and built, with signage.</p> <p>e. To consider Preschool Occupational Licence The Council RESOLVED to implement the ACRE Occupational Licence and would work with ACRE to confirm length of lease, termination and licensee covenants. Abbotsbrook Preschool and Little Marlow Preschool would receive a licence to sign prior to September term start.</p> <p>f. To consider proposed reduction in speed limit on the A4155 The Council RESOLVED to ask Cllr A Crabtree to follow up initial Transition Town Marlow application, which has been turned down by Buckinghamshire Council, with a parish council application form for a shorter area of speed limit reduction. Earmarked reserve split to be agreed at July Budget Committee Meeting.</p> <p>g. To consider LMPC & Clerk's Calendar, Action Plan & Projects List The Council RESOLVED to ask the Clerk to split the Projects List into Alphabetical Committees, add completion dates and councillors involved in each project.</p> <p>h. To consider Wild Marlow request to use the chapel free of charge on the evening of 2nd September The Council RESOLVED to agree to Wild Marlow's request.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>AC</p> <p>Clerk</p> <p>Clerk</p>
2396/22	<p>9. Items for information only:</p> <p>1. Reports from Meetings of Outside Bodies:</p> <p>1.1. Marlow Society – Cllr A Crabtree attended and reported that the Marlow Society have put out a plea for new people to get involved. Joy Morrissey MP attended.</p> <p>1.2. Community Board action groups:</p> <p>Economic Recovery and Regeneration Action Group – next meeting 15th July</p> <p>Transport and Highways Action Group – Cllr A Crabtree reported that the meeting had been cancelled.</p> <p>Environment and Climate Change – awaiting new meeting date.</p> <p>9.2. Correspondence None</p>	
2397/22	10. Items to be included on the next Agenda- S137 grants	
2398/22	11. Dates of the next meetings: Budget Committee Meeting 26 th July 2022, Planning Committee Meeting 22 nd August 2022, Parish Council Meeting 23 rd August 2022	
There being no further business to be transacted the meeting was closed at 21.45pm		

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.

Chairman initials6

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