

# LITTLE MARLOW PARISH COUNCIL

**Minutes** of the Council Meeting held on Tuesday 27<sup>th</sup> September 2022 at the Pavilion,  
Church Road, Little Marlow, Bucks, SL7 3RS commencing at 8pm

## CONFIRMED

<b>Present:</b> Cllr K Acres (KA) - Chairman, Cllr J Downes (JD), Councillor P Emmett (PE), Cllr S Goss (SG), Cllr S Kershaw (SK), Cllr V Morton (VM), Cllr A Crabtree (AC), Cllr V Morton (VM), Buckinghamshire Councillor D Johncock, Buckinghamshire Councillor D Watson		
	Public present: Please refer to sign in sheet	
Minute Ref:	Agenda Item	Action
2416/22	<b>1. To receive, and consider for approval, apologies for absence and reasons given</b> None.	
2417/22	<b>2. Declarations of interest - pecuniary or prejudicial</b> None.	
2418/22	<b>3. Chairman's announcements</b> Cllr K Acres said that the condolence book in memory of Queen Elizabeth II would be available to sign in the Parish Office before it is sent to the County Archives at the end of October. It was further reported that a letter of condolence to King Charles III had been sent by LMPC.	Clerk
2419/22	<b>4. To approve the Minutes of the Parish Council Meeting of the 23<sup>rd</sup> August 2022</b> The Council <b>RESOLVED</b> to accept the minutes of the Parish Council Meeting and the Chairman duly signed the minutes.	
2420/22	<b>5. To take reports from theses minutes for NOTE</b> 2352/22 To 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 <b>RESOLVED</b> to consult Buckinghamshire Councillor D Watson and write to the Environment Agency and Ofwat. 2412/22 8.6.a. Cllr S Kershaw had drafted a submission to the Boundaries Commission outlining LMPC's objections to the proposed changes and the Council agreed that the Parish Clerk should submit this. The Council further agreed to encourage Parishioners to express their concerns to the Boundaries Commission.	Clerk/ KA  Clerk
2421/22	<b>6. Parish Clerk's report:</b> In the absence of the Parish Clerk there was no report.	
2422/22	<b>7. Items to be taken in confidential</b> None.	
2423/22	<b>8. Public participation – maximum 15 minutes</b> Cllr D Watson reported that he and Cllr D Johncock had received a draft of a paper to be considered at the Buckinghamshire Council Cabinet Meeting on 11 <sup>th</sup> October concerning the designation of Little Marlow Lakes Country Park. The paper currently proposes that only the land previously owned by Wycombe Council should be designated as Country Park and suggests that the Country Park had not been correctly designated. The Council agreed that this was very concerning, and Cllr S Kershaw agreed to call a meeting of the Little Marlow Lakes Country Park Working Group as soon as possible.	
2424/22	<b>9.1. Co-option of Parish Councillors</b> Rose Start and Mike Wandsworth gave brief presentations to support their applications to fill the Casual Vacancies arising on the Parish Council and answered questions from Councillors. The Council <b>RESOLVED</b> unanimously to co-opt both applicants by a show of hands and requested that the Parish Clerk arrange a parish council email address and access to Teams via Cloudy IT. The newly co-opted councillors signed the Declaration of Acceptance.	Clerk

Chairman initials]

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2425/22	<p><b>9.2.a To consider planning report:</b></p> <p style="text-align: center;"><b><u>Little Marlow Parish Council</u></b>  <b><u>Planning September 2022 Council Meeting</u></b></p> <p>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.</p> <p>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:  <a href="https://publicaccess.wycombe.gov.uk/idxpa-web/search.do?action=weeklyList">https://publicaccess.wycombe.gov.uk/idxpa-web/search.do?action=weeklyList</a></p> <p style="text-align: center;"><b>Buckinghamshire Council</b>  <b>WEEKLY LIST OF PLANNING APPLICATIONS up to 21.09.2022</b></p> <p>Tip reduce the lateral spread from over garden by approx. 1.5m x 6 Malus (G1), tip reduce the internal growth by up to 0.7metres on the southern side and crown thin by approx. 10%, leaving a final spread of 3 metres x 1 Judas Tree (T1), tip reduce by 0.5m on the whole crown area, leaving a final spread of 2.7m x 1 Magnolia (T2) and reduce by 0.7m, on southern side only leaving a final spread of 4 metres x 1 Yew (T4)</p> <p>Chant Cottage The Drive Bourne End Buckinghamshire SL8 5RE  Ref. No: 22/07536/CTREE   Received: Sat 17 Sep 2022   Validated: Mon 19 Sep 2022   Status: Pending Consideration</p> <div style="border: 1px solid black; padding: 5px;"> <p><b>LMPC Comment</b> The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer. <b>Submitted 26<sup>th</sup> September 2022</b></p> </div> <p>Reduce canopy by approximately 2m to suitable points of growth x 1 Apple (T1), cut back all overhang to boundary x 1 Conifer (T2) crown lift front section over garden, to achieve vertical clearance of 2.5m x 1 Ash (T4) and crown lift over drive to achieve vertical clearance of 3m, cut off garage to give 2m clearance x 1 Walnut (T5)</p> <p>Walnut Tree Cottage Marlow Road Bourne End Buckinghamshire SL8 5PN  Ref. No: 22/07391/CTREE   Received: Fri 26 Aug 2022   Validated: Fri 26 Aug 2022   Status: Pending Consideration</p> <div style="border: 1px solid black; padding: 5px;"> <p><b>LMPC Comment</b> The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer. <b>Submitted 26<sup>th</sup> September 2022</b></p> </div> <p>Fell x 1 Ash</p> <p>Herons Pool The Avenue Bourne End Buckinghamshire SL8 5QY  Ref. No: 22/07260/CTREE   Received: Wed 17 Aug 2022   Validated: Wed 17 Aug 2022   Status: Pending Decision</p> <div style="border: 1px solid black; padding: 5px;"> <p><b>LMPC Comment</b> The Parish Council has no objection provided the work carried out is under the supervision of the Buckinghamshire Tree Officer. <b>Submitted 26<sup>th</sup> September 2022</b></p> </div> <p>Householder application for construction of front porch  The Stables Well End Farm Marlow Road Bourne End Buckinghamshire SL8 5PJ</p>	
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Ref. No: 22/O7113/FUL | Received: Sat 30 Jul 2022 | Validated: Wed 31 Aug 2022 | Status: Pending Consideration

**LMPC Comment** Little Marlow Parish Council objects on the grounds of change of character  
**Submitted 26<sup>th</sup> September 2022**

Householder application for construction of subterranean swimming pool and associated pump house with air source heat pump

The Old Vicarage Church Road Little Marlow Buckinghamshire SL7 3RT

Ref. No: 22/O6992/FUL | Received: Tue 19 Jul 2022 | Validated: Tue 23 Aug 2022 | Status: Pending Consideration

**LMPC Comment** Little Marlow Parish Council has no objection in general but note development is a long way from the house. **Submitted 26<sup>th</sup> September 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 5PA

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

**LMPC Comment** Little Marlow Planning Committee members would visit site and report back

**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 subject to Condition 10 (Landscaping Scheme) of planning ref: 21/O6896/FUL

Mallards Riverside Bourne End Buckinghamshire SL8 5RF

Ref. No: 22/O7114/ADRC | Received: Sat 30 Jul 2022 | Validated: Mon 01 Aug 2022 | Status: Permit – detail Reserved by Condition

Fell to Ground Level & Poison (Eco Plugs) x 2 Bay Trees (G1), reduce height by approximately 1.5m and shape x 2 Bay Trees (G2) and trim by 30 cm x 1 Yew (T1)

Quay House Sailing Club Road Bourne End Buckinghamshire SL8 5QS

Ref. No: 22/O7124/CTREE | Received: Fri 29 Jul 2022 | Validated: Fri 29 Jul 2022 | Status: Not to make a Tree Preservation Order

Prune by 1 metre x 1 Magnolia (T1) and x 1 Dogwood (t2)

Birchdale Farm Road Bourne End Buckinghamshire SL8 5RB

Ref. No: 22/O7002/CTREE | Received: Wed 20 Jul 2022 | Validated: Wed 20 Jul 2022 | Status: Not to make a Tree Preservation Order

Certificate of lawfulness for proposed construction of single storey detached outbuilding for use as gym/games room and garden store

Malt House Lodge Marlow Road Bourne End Buckinghamshire SL8 5PL

	Ref. No: 22/O6712/CLP   Received: Fri 24 Jun 2022   Validated: Tue 26 Jul 2022   Status: Grant Certificate – Proposed Development	
2426/22	<b>9.2.b. To review correspondence received regarding Marlow Studios Project</b> No new correspondence received.	
2427/22	<b>9.3. Finance-</b> <b>a. To approve income and expenditure for August 2022</b> The Council <b>RESOLVED</b> to approve the reports and the Chairman duly signed the reports. It was agreed that the Budget Committee should consider the best format for presenting this information to Council. <b>b. To consider Buckinghamshire Council Tree Survey Quote</b> The Council <b>RESOLVED</b> to accept this quote. <b>c. To review Lloyds bank mandate</b> Following the death of Cllr R Mash the Council <b>RESOLVED</b> to remove him from the Lloyds bank mandate and agreed to add Cllr J Downes. The four signatories are now Cllr K Acres, Cllr A Crabtree, Cllr P Emmett and Cllr J Downes. <b>d. To consider councillor training opportunity</b> The Council <b>RESOLVED</b> to request that BALC deliver a training course outlining the roles and responsibilities for all Parish Councillors in November in Little Marlow Parish at a cost of £420. Councillors agreed that they would make every effort to attend. It was noted that Cllr J Downes was booked to attend a training course on 24 <sup>th</sup> November on S106 Agreements.	Clerk Clerk Clerk Clerk
2428/22	<b>9.4. Abbotsbrook Hall-</b> <b>a. To review feedback from Wellers Hedleys regarding licence and canoe storage issue</b> Cllr K Acres reported that although the parked boat had been removed the canoe was still in situ and no reply had been received to the solicitor's letter that had been delivered and displayed prominently. The Council <b>RESOLVED</b> to try to open up a dialogue with the householder to resolve this situation prior to serving a further notice pointing out that their cars have accessed the carpark illegally and will be removed and sold by the Council. <b>b. To consider car park resurfacing quotes</b> The Council <b>RESOLVED</b> to seek further quotes. <b>c. To receive a report following meeting with Abbotsbrook Estate Directors</b> Cllr K Acres reported that following a Teams meeting with Andy Snowden the Council had agreed to contribute (without prejudice) £232 towards clearing the soak away and to support the Abbotsbrook Directors' request to Buckinghamshire Council for improved surface drainage. It was agreed to meet bi-annually with Abbotsbrook Directors to discuss areas of mutual concern.	Clerk KA PE Clerk Clerk
2429/22	<b>9.5 The Pavilion and Recreation Ground</b> <b>a. To consider request from local resident for cigarette bin outside Pavilion</b> The Council <b>RESOLVED</b> that it was not appropriate to have an ashtray outside a pre-school and close to a children's recreation ground. <b>b. To consider correspondence from Bourne End Junior Sports Club re rabbit holes</b> The Council <b>RESOLVED</b> to order one tonne of topsoil to be used to fill the rabbit holes as it was agreed that previous attempts to control the rabbit population had not been successful. <b>c. To consider the cricket shed project</b> Cllr J Downes reported that a meeting would be held in October with the Cricket Groundsman to discuss the provision of a new storage shed to replace the current shed. The Council <b>RESOLVED</b> to ask the Clerk to contact conservation/planning officers for advice on appropriate materials and planning permission.	Clerk Clerk Clerk
2430/22	<b>9.6 General-</b> <b>a. To consider report following meeting with Carrington Estates at Allotments</b> This meeting was postponed until October so deferred until next meeting. <b>b. To consider Allotment update</b> This meeting was postponed so deferred until next meeting. <b>c. To receive update regarding Spade Oak Car Park Lease</b> Cllr K Acres reported that Buckinghamshire Council require LMPC to register the Spade Oak Car Park Lease with the Land Registry before an under lease could be agreed.	Clerk Clerk

	The Council <b>RESOLVED</b> that this should be registered as soon as possible.	
2431/22	<b>9. Items for information only:</b> <b>1. Reports from Meetings of Outside Bodies:</b> <b>Marlow Society - Cllr V Morton</b> reported that Marlow Town Council has not yet submitted comments re the Film Studio Planning Application. She further reported that 5G's application to erect a mast on Bobmore Lane had been refused but that 5G has taken a number of proposed mast sites (including one in Henley Road where eight local householders have instructed solicitors to object to the Appeal). <b>1.1. Community Board action groups:</b> There had been no Community Board Action Group meetings <b>9.2. Correspondence:</b> There was no correspondence.	
2432/22	<b>10. Items to be included on the next Agenda</b> LED Lighting proposal	
2433/22	<b>11. Dates of the next meetings:</b> Budget Committee Meetings: 11 <sup>th</sup> October & 28 <sup>th</sup> November 2022, Planning Committee Meeting 31 <sup>st</sup> October 2022, Parish Council Meeting 8 <sup>th</sup> November 2022, Environment Committee Meeting 22 <sup>nd</sup> November 2022	
There being no further business to be transacted the meeting was closed at 21.15.		

**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.