

HAMBLEDEN PARISH COUNCIL

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL
ON MONDAY 8TH FEBRUARY 2021 at 7.30PM via ZOOM:

<https://us02web.zoom.us/j/88385438848?pwd=U0JDNnZlNVdVRC9PMkV4QmlvTCtXUT09>

Meeting ID: **883 8543 8848** Passcode: **384437**

Virtual Meeting Procedure Attached to Agenda – see Appendix 3

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND

AGENDA

1. Public Question Time – A period not to exceed 30 minutes, members of the public are permitted by the Chairman to speak only at this time
2. To receive any apologies for absence
3. Declaration of disclosable pecuniary and personal interests by Members relating to items on the agenda
4. To confirm and approve the minutes of the Ordinary meeting held 11th January 2021 via Zoom
5. Clerk and any Councillors if appropriate to report on matters arising and any updates from previous minutes which are not on the agenda
6. Correspondence Report – see Appendix 1 (attached) for list of items and any action taken
7. To receive updates from any meetings attended since the previous ordinary meeting
8. To agree to make a donation to Frieth Church for £150 for the light over the winter period
9. To consider purchasing a maintenance contract for the MYSI at a cost of either £344.98 including VAT for Gold Level cover, or £147.60 including VAT for Silver Level cover
10. To discuss rural broadband and consider the prospect of a Community Partnership
11. To consider and draft a response to the consultation for the draft Parish Charter by Buckinghamshire Council
12. To discuss the vacancy in the North Ward and co-option proceedings
13. To discuss and receive any updates about the bridge in Hambleden village
14. To approve the accounts for February 2021 – see Appendix 2 (attached);
15. Members questions: including any items for the next agenda
16. To consider all recent applications received from Buckinghamshire Council detailed below and any other planning applications submitted and published on the Buckinghamshire Council Planning Portal between the circulation of this agenda and the meeting:

20/08400/FUL – 66 Hambleden Village Hambleden – Householder application for construction of a part single/part 2 storey rear extension following demolition existing single storey lean-to and garden shed

20/08484/FUL – Creighton Cottage Innings Road Frieth – Householder application for construction part single, part two storey side extension with side entrance and covered walkway

20/08492/CTREE – The Old Parsonage Frieth Hill Frieth – Remove lower limb x 1 Horse Chestnut (1), prune by 2 metres and re-shape x 1 Whitebeam (2), re-shape/re-balance, reducing some extended limbs by up to 3 m x 1 Yew (3), re-shape/re-balance, reducing some extended limbs by up to 2 m x 1 Yew (4), prune by approx 2-3 m and re-shape x 1 Sycamore (5), re-shape x 1 Cypress (6), fell 2 x unidentified tree (7, 8) and reduce height by 0.5 metres and re-shape x 1 Holly (9)

20/08477/LBC - Kenricks Rectory Hill Hambleden – Listed building application for replacement roof due to water ingress damage (part retrospective)

21/05027/FUL – Parmoor Park Farm Parmoor Lane Frieth – Erection of Agricultural Grain Store

21/05106/FUL – Burrow Farm Hollow Lane Rotten Row Hambleden – Engineering operation to upgrade an existing farm track (from the farm to sheep dip area) and laying of a new track (from that point onward) to, and the improvement of the existing field exits

PLEASE REPLY TO: Clerk to the Parish Council, Mrs. Lorna Coldwell,
The Chimes, Park Lane, Lane End, High Wycombe, Buckinghamshire HP14 3LB
clerk@hambleden.org.uk
01494 881 483

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17. To confirm the date for the next meeting as:

Monday 8th March via Zoom

L Coldwell

LORNA COLDWELL

01.02.2021

Appendix 1

Correspondence received from 12th January to 1st February 2021

1. TfB Parish Portal – forwarded to Cllrs.
2. Email from Culden Faw Estate manager re: various issues – forwarded to Cllrs.
3. Email from resident re: Cherries Corner – for info.
4. Email from Secretary of Frieth Natural History Society re: Ellery Rise meadow – forwarded to Cllrs.
5. Email from BMKALC re: confirmation of elections in May – forwarded to Cllrs.
6. Email re: burst tyre from a pothole at Parmoor, Frieth – forwarded details of Buckinghamshire Council.
7. HS2 e-update – forwarded to Cllrs.
8. Email Planning and Environment newsletter – forwarded to Cllrs.
9. Email re: Consultation about move to academy status for Frieth school – forwarded to Cllrs.
10. Fingest and Skirmett traffic data – forwarded to Cllrs.
11. Parish Charter timeline – forwarded to Cllrs.
12. Lobby Day email from BMKALC – forwarded to Cllrs.
13. Email re: Developing Buckinghamshire's Local Nature Recovery Strategy – Webinar Invitation – forwarded to Cllrs.
14. Invitations to Rural associated Webinars – forwarded to Cllrs.
15. Parish Charter and survey message emails – forwarded to Cllrs.
16. Rural Forum meeting date – forwarded to Cllrs.
17. Email from BMKALC re: elections – forwarded to Cllrs.
18. Various emails from Frieth resident re: parish boundaries.
19. Email from Mill End resident re: sandbags – Clerk responded.
20. Email from Mill End resident re: sewage issues – for info.
21. Flood warning email – forwarded to Cllrs.

Appendix 2

Accounts paid in February 2021

Mrs L Coldwell – salary (via standing order)	622.04
BC Pension Fund (via standing order)	194.83
The Chiltern Society – footpath clearance	155.54
Mrs L Coldwell – reimbursement for expenses – November 2020	128.64
Mrs L Coldwell – reimbursement for expenses – December 2020	94.89
Mrs L Coldwell – reimbursement for expenses – January 2021	933.37
Hambleden PCC – donation for Frieth light over winter (if agreed)	150.00
Total	2279.31
NB – Expenses have been collated to 1 cheque for ease of signing and include purchase of a new laptop and annual payment for Microsoft Office online services amongst other items.	
Balance as at 1st January 2021	71790.85
Less January payments	(1658.97)
Balance as 31st January 2021	70131.88
Of which CIL Funds	15865.38
Church Wall reserve	20000.00
Unrestricted Reserves	*34266.50*

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Film Fund

Total of all funds at 1st January 2021	6075.87
Money ring-fenced for Frieth Village Hall clock works	(1000.00)
Balance as at 31st January 2021	6075.87
Unrestricted Reserves	5075.87

Planning Application Decisions made by Buckinghamshire Council since previous meeting

20/08293/ADRC - Monkey Lodge Skirmett Road Hambleden – Application for approval of details subject to condition 10 (ECO and Enhancement) of planning approval ref: 20/06669/FUL – **Permit – detail reserved by condition** – PC not consulted

20/07868/CLP – Valentine Farm House Shogmoor Lane Skirmett – Certificate of lawfulness for proposed replacement windows – **Grant Certificate – Proposed Development** – PC not consulted

Appendix 3 - Virtual Meeting Procedure

From 4 April 2020 until May 2021, Parish Councils have been given provision under *The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020* (“the 2020 Regulations”) to hold legal virtual meetings in order that Parish Council business can be maintained.

A variety of different platforms including Microsoft Teams, Google Hangouts or Zoom are available.

The Parish Council has chosen to use the Zoom platform in order that the meeting is publicly available. The Clerk will Host the meeting using the Parish Council-paid account.

The meeting will be a formal Parish Council meeting and will be held using the agenda and summons which the Clerk has published. It will be governed by the usual Standing Orders, Financial Regulations and associated policies.

A code and link to the virtual meeting will be published on the agenda (which will also go on the noticeboard), on the website and on social media in order that the public are able to attend, just as they would be able to attend a meeting in any of the Village Halls.

Attendees will collect in the Zoom ‘waiting room’ prior to the meeting. As the ‘Host’, the Clerk will have the ability to mute or remove anyone deemed a nuisance at the Chairman’s request.

All attendees will be set to ‘mute’ on entry to the meeting and only the Chairman of the meeting will remain unmuted. All other participants, if they wish to speak will be invited to unmute. The Clerk will have the ability to mute anyone who forgets.

All Councillor attendees will display their name in order for the public to be able to identify them, just as they would at an in-person meeting.

If a Councillor has declared an interest in an item on the agenda, they will be placed in the waiting room for the duration of the agenda item. Once the item has been concluded, they will be re-admitted.

In order to protect participants from malware, the ‘chat’, file sharing and screen sharing function will be disabled during the meeting. If necessary, the Clerk will display any documents required using the ‘share screen’ function.

As with meetings in the Village Halls, members of the public will be given the opportunity to speak during public participation, but will not be permitted, unless invited to do so by the Chairman, to speak at other times.

Anyone wanting to speak should raise their hand using ‘raise hand’ in the options within the Participants section [or by waving if they’re using a camera so that the Chairman can see].

Meeting participants may wish to protect their personal environment by choosing a virtual background in the Zoom Settings ‘Virtual Background’ or alternatively should consider what can be seen behind them while on camera.

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