

HAMBLEDEN PARISH COUNCIL

PLEASE BE AWARE THAT DUE TO COVID-19 RESTRICTIONS A LIMITED NUMBER OF PEOPLE ARE PERMITTED IN SKIRMETT VILLAGE HALL.

YOU MAY NEED TO WAIT OUTSIDE AND BE CALLED IN.

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL
ON MONDAY 13th SEPTEMBER 2021 at 7.30PM SKIRMETT VILLAGE HALL**

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 consider and confirm the co-option of 3 new members for the North Ward vacancies
5. To confirm and approve the minutes of the Ordinary meeting held 12TH July 2021
6. Clerk and any Councillors if appropriate to report on matters arising and any updates from previous minutes which are not on the agenda – see [Appendix 1](#) for Clerks Report
7. Correspondence Report – see [Appendix 2](#) for list of items and any action taken
8. To receive updates if any from meetings attended since the previous ordinary meeting
9. To receive the annual play inspection report and consider any action to be taken
10. To ratify as discussed at the July meeting that the Parish Council are in agreement to fund an extra Chiltern Ranger to carry out works on the verges in Fingest for an amount of up to £350
11. To discuss and consider any response to be made to Buckinghamshire Council regarding the Town and Parish Charter
12. To discuss and consider necessary tasks for maintenance and management of Pheasants Hill Common
13. To adopt the new Code of Conduct as per Buckinghamshire Council
14. To discuss and consider necessary works needed to the bridge in Hambleden
15. To discuss and confirm any comments to be made regarding the Buckinghamshire Council Licensing Policy Consultation
16. To approve the accounts for August and September 2021 and signing of cheques – see [Appendix 3](#);
17. Members questions: including any items for the next agenda
18. 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:

[21/07389/VCDN – Plum Tree Cottage & Cherry Tree Cottage Skirmett Road Skirmett](#) – Removal of condition 3 (agricultural occupancy condition) attached to pp WR/52/71 (Erection of 2 semi-detached cottages for agricultural workers)

[21/07373/FUL – Lindsey House Pheasants Hill Hambleden](#) – Householder application for construction of two storey rear extension, garage conversion and fenestration, roof and external material alterations

[21/07304/LBC – Garden House Greenlands Henley Road Hambleden](#) – Listed Building application for installation of secondary glazing

[21/07611/CLE – The Bungalow Scotchy Lane Skirmett](#) – Certificate of lawfulness for existing use of property by persons not solely or mainly employed in agriculture or forestry or a dependent or a widow or widower of such a person

Planning decisions made since the date of the last Parish Council meeting – [Appendix 4](#)

**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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19. To confirm the date for the next meeting as:

Monday 11th October, Hambleden Village Hall

LM Coldwell

06.09.2021

Appendices

Appendix 1 – Clerks Report

- Minute 9514.1 – Clerk reported the uneven camber on the road surface in Skirmett to TfB who have ordered an inspection. TfB have confirmed that they are carrying out further works to investigate.
- Minute 9514.5 – site visit about a wire fence at the boundary in Ellery Rise has been carried out, Cllr Broad is happy that the fence will not be encroaching on parish council land. This work will likely take place in the autumn. A new “No dogs allowed” sign has been ordered for the play area.
- Following cabling carried out in Fingest, Clerk has been dealing with the Streetworks Inspector at TfB as the works have not been finished to an acceptable standard. A meeting was arranged but then postponed with TfB and the contractor. This has not as of yet been rescheduled.
- Minute 9495.7 – Planning Enforcement confirmed that the works being carried out have permissions and there is no enforcement case to answer.
- Minute 9495.8 – the contractor will be replacing the gate at the wildflower field in Ellery Rise when he is able to.
- Minute 9524 – Clerk has asked Buckinghamshire Councillor Turner for an update regarding the resurfacing of Hambleden village. This is currently with the Design Team at Buckinghamshire Council.
- Clerk has been speaking with Buckinghamshire Council Licensing Team and residents about an event at Henley Showground.
- PKF Littlejohn have signed off the AGAR with no matter for concern arising.
- Clerk replaced the out of date AED pads in the defibrillators.
- Cllr Rowley has been added as a signatory to the bank account. Clerk would like to look into the possibility of online banking if all in agreement?
- Clerk will replace the padlock at the Skirmett end of Watery Lane. A resident complained about the posts at the Turville end being rotted – Clerk is speaking with TfB about this.
- The Local Area Technician has confirmed that works will be carried out this month to alleviate the problems with surface water in Skirmett.
- The team responsible for the sensory garden at the Lady Ryder Memorial Garden in Parmoor have extended an open invitation to the Cllrs to visit to see work that has been carried out.
- A donation was made to Hambleden Events in August from the Film Fund for an event to celebrate the end of lockdown. This was well attended and the committee thanks the PC for the donation.
- Clerk reported an overgrown footpath in Skirmett to landowners asking them to clear.
- Clerk has reported various potholes, blocked drains and faded white lines around the parish. This can be done by anyone via [Fix My Street](#).

Appendix 2 – Correspondence received from 13th July to 6th September 2021

1. Email re: Parish Charter – forwarded to Cllrs.
2. Email re: BMKALC Annual conference – forwarded to Cllrs.
3. Email from Buckinghamshire Council re: £4m drains and gullies work programme – forwarded to Cllrs.
4. Email from Buckinghamshire Council re: extra spending on roads – forwarded to Cllrs.
5. New PPF document – forwarded to Cllrs.
6. Email re: Watery Lane – forwarded to Cllrs.
7. Email invite for Transport and highways Community Board sub-committee – forwarded to Cllrs.
8. Community Board Action Group meeting dates – forwarded to Cllrs.
9. 2 emails from residents re: noise at Henley Showground – forwarded to Cllrs.
10. Parish Forum slides – forwarded to Cllrs.
11. External audit sign off – for info.
12. Countryside Voices magazine – for info.
13. Email from Oxford Diocese re: Rectory in Hambleden – forwarded to Cllrs.
14. Email from FVS re: Frieth fete – forwarded to Cllrs.

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15. Letter re planning application 20/08255/R9FUL - Wycombe Air Park Clay Lane Booker - Construction of glider track (Regulation 3 application) – forwarded to Cllrs.
16. Minutes for South West Chilterns Community Board July meeting – forwarded to Cllrs.
17. Notes from Economic Recovery and Regeneration Action Group Meeting – forwarded to Cllrs.
18. Email re: On Street Residential Parking Project - Liston Road Carpark, Marlow – forwarded to Cllrs.
19. Annual Play Inspection Report 2021 – forwarded to Cllrs.
20. SWCCB – Transport and Highways Action Group meeting notes – forwarded to Cllrs.
21. SWCCB – Environment and Climate Change Action Group meeting notes – forwarded to Cllrs.
22. SWCCB - Community Engagement Action Group meeting notes – forwarded to Cllrs.
23. Hambleden Village Hall invite – forwarded to Cllrs.
24. Community Board Action Group meeting dates – forwarded to Cllrs.
25. Guide to Broadcasting PC meetings from BMKALC – forwarded to Cllrs.
26. Licensing application notification information – forwarded to Cllrs.
27. New Code of Conduct adopted by Buckinghamshire Council – forwarded to Cllrs.
28. Update on Planning and Environment from Buckinghamshire Council – forwarded to Cllrs.
29. Update on planning enforcement case logged – forwarded to Cllrs.
30. Licensing Policy Consultation – forwarded to Cllrs.
31. BMKALC newsletter for July/August – forwarded to Cllrs.
32. Planning guidance from BMKALC – forwarded to Cllrs.
33. War Memorial Bulletin magazine – for info.
34. Clerks and Councils Direct magazine – for info.
35. CPRE magazine – for info.
36. The LCR magazine – for info.
37. Email re: Lady Ryder Sensory Garden thanking the PC for their support – for info.
38. JCC agenda – for info.

Appendix 3 – Accounts paid in August and to be paid in September 2021

Accounts paid in August 2021	
Mrs L Coldwell – salary (via standing order)	622.04
BC Pension Fund (via standing order)	194.83
Total	816.87
Accounts to be paid in September 2021	
Mrs L Coldwell – salary (via standing order)	622.04
BC Pension Fund (via standing order)	194.83
Mrs L Coldwell – expenses July (written as one cheque)	267.17
Mrs L Coldwell – expenses August (written as one cheque)	23.76
PKF Littlejohn – external audit fees	240.00
Buckinghamshire Council – play area inspection	53.40
SSE – fixes to lamppost in Hambleden	463.55
Buckinghamshire Council – non contested election costs	237.48
WDALC – annual subs	10.00
ACL Armstrong – Hambleden grass cuts 1,2,3,4	2674.27
ACL Armstrong – North Ward grass cutting	1296.00
ACL Armstrong – Hambleden grass cut 5	668.58
Skirmett Village Hall hire	35.00
Kat Legg – internal audit invoice	35.00
Total	6821.08
Balance as at 1st July 2021	73737.46
Less July payments	(1356.85)
Balance as 30th July 2021	72380.61
Less August payments paid via Standing Order	(816.87)
Balance as of 31st August 2021	71563.74
Of which CIL Funds	6618.95
Church Wall reserve	20000.00

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Unrestricted Reserves	44944.79
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Film Fund

Total of all funds at 1st July 2021	6925.87
Money ring-fenced for Frieth Village Hall clock works	(1000.00)
Donation – Hambleden Events	(1000.00)
Total of all funds at 31st August 2021	925.87
Unrestricted Reserves	4925.87

Appendix 4 – Planning Application Decisions made by Buckinghamshire Council since previous meeting

[21/06500/FUL – Land Adj School House Parmoor Lane Frieth](#) – Erection of timber framed agricultural building for storage of field mowing equipment – **Application Permitted**

[21/06760/CTREE – Millstream Henley Road Hambleden](#) – Reduce height by up to 6 metres and all lateral branches by 3 metres to x 1 Willow (T1), reduce height by 4 metres and all lateral branches by up to 4 metres to x 1 Willow (T2). All reductions to be to previous pruning points – **Not to make a Tree Preservation Order**

[21/06487/FUL – Woolleys Skirmett Road Hambleden](#) – Householder application for construction of four shallow ornamental ponds, linked together with narrow rills and seating area – **Application Permitted**

[21/06670/TPO – Elmdown Farm Skirmett Road Skirmett](#) – Tree works as per schedule – **Application Permitted**

[21/06814/ADRC – Burrow Farm Hollow Lane Rotten Row Hambleden](#) – Application for approval of details subject to Conditions 4 (Ecological Enhancements) and 5 (Construction of Access) of planning ref: 21/05106/FUL – **Permit - detail Reserved by Condition (PC not consulted)**

[21/06312/FUL – Beechway Spurgrove Lane Frieth](#) – Removal of existing dwelling and erection of detached 4-bed dwelling with office and integral double garage and associated works – **Application Permitted**

[21/06221/MINAMD – Honeywood Hayles Field Frieth](#) – Proposed non-material amendment to permission householder application for creation of new access and parking area, proposed car port and garden storage shed granted under planning ref: 19/06696/FUL – **Application Permitted (PC not consulted)**

[21/06610/FUL – Old Pheasant Colstrove Lane Hambleden](#) – Householder application for construction of replacement porch, installation of roof light to rear, internal, external and fenestration alterations – **Application Permitted**

[21/06827/ADRC – Burrow Farm Hollow Lane Rotten Row Hambleden](#) – Application for approval of details subject to Condition 6 (Arboricultural Method Statement) of planning ref: 21/05106/FUL - **Permit - detail Reserved by Condition (PC not consulted)**

[21/06814/ADRC – Burrow Farm Hollow Lane Rotten Row Hambleden](#) – Application for approval of details subject to Conditions 4 (Ecological Enhancements) and 5 (Construction of Access) of planning ref: 21/05106/FUL – **Permit - detail Reserved by Condition (PC not consulted)**

[21/07024/FUL – 1 Perrin Springs Lane Frieth](#) – Householder application for construction of a detached outbuilding to be utilised as a gym – **Application Permitted**