

HAMBLEDEN PARISH COUNCIL

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL
ON MONDAY 9TH SEPTEMBER 2024 COMMENCING at 7.30pm TO BE HELD IN
FRIETH 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 confirm and approve the minutes of the Ordinary Parish Council meeting held 8th July 2024
5. 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](#)
6. To receive updates if any from meetings attended since the previous ordinary meeting by Clerk and Councillors – [see Appendix 4](#)
7. To receive any updates from the Climate Change Working Party; to discuss any changes to the survey; to discuss any other matters relating to the Working Party
8. To consider maintenance and any other items for the field at Ellery Rise
9. To consider a funding application from Frieth CEC Primary School PTA
10. To consider quotations for a swing at Ellery Rise, Frieth
11. To discuss Pheasants Hill Common and a possible management plan as per Buckinghamshire Council
12. Finance: a) to approve the accounts for August and September 2024 – [see Appendix 2](#); b) to nominate a Councillor to check and approve the bank reconciliation for July and August
13. Members questions: including any items for the next agenda
14. 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:

[24/06937/FUL & 24/06938/LBC](#) – Valley Cottage Skirmett Road Hambleden – applications for part conversion of garage building known as 'Lower Barn' to provide ancillary accommodation (retrospective)

[24/06814/CTREE – Old Rectory Cottage 147 Rectory Hill Hambleden](#) – Reduce back overhangs to 1 x Beech Hedge (H1), crown lift to 5.2m over road to 1 x Holly (T1), coppice at 2 metres to 1 x Chestnut (T2) and fell self seed tree

[24/06899/FUL – Hamberley House Rectory Hill Hambleden](#) – Householder application for extensions and alterations to dwelling and erection of new garage and bicycle store, swimming pool, landscaping, closing off existing access and relocation of vehicle access in connection with the formation of new parking area and new boundary treatment

[24/07038/CTREE – Inkerman House Shogmoor Lane Skirmett](#) – Take down as concerns about the wall x 1 Sycamore (T1), take down due to the location of the tree and being multi stemmed x 1 Silver Birch (T2), crown reduce by 1.5m to contain and maintain x 1 Rowan (T3), crown reduce by up to 2m to contain and maintain x 1 Silver Birch (T4), crown reduce by up to 2.5m to contain and maintain x 1 Silver Birch (T5) and take down x 1 fruit tree (T6)

Planning decisions made since the date of the last Parish Council meeting – [Appendix 3](#)

15. To confirm the date for the next meeting as:
Monday 14th October – Skirmett Village Hall

04.09.2024

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Appendices

Appendix 1 – Clerks Report

- Minute 9869 – Atkins attended during August to carry out remedial works to the failed surface in Hambleden village.
- Minute 9992 – the external auditor has concluded the audit with no issues to report. Clerk has completed and displayed the necessary paperwork.
- Minute 10005 – Clerk has forwarded quotations to the Councillors.
- Minute 10016 – the Local Area Technician advised that Cherries Corner was cut after she received complaints about the length of the grass. She was organising for the logs to be replaced. Clerk has asked the grass contractors to carry out a cut and collect at the end of the season and the start of the next.
- Minute 10020 – Hambleden FC passed on their thanks to the PC for the grant funding.
- Minute 10021 – a cheque was signed in August and sent to Skirmett Village Hall for their grant funding request, who were very grateful to the PC for the support.
- Updated Councillor Register of Interests have been uploaded to the website and provided to Buckinghamshire Council.
- Frieth Village Society have formed a Community Speedwatch, and requested permission for a permanent sign advising motorists of this to be placed at the crossroads.
- Cllr Armstrong removed a deceased tree in Frieth following a request from residents.
- Clerk with the help of a temporary assistant Clerk removed the broken toilet seat from the WC in Hambleden and replaced with a new one.
- Clerk has been told the telephone mast in Hambleden has been delayed and is likely to be installed in the next financial year now.
- AED machines have been checked and reported to The Circle.
- Road closures have been placed on the website and Facebook page.
- Clerk has reported various potholes, damaged signs, blocked drains and faded white lines around the parish. This can be done by anyone via [Fix My Street](#).

Appendix 2 – Accounts to be paid in September 2024

Mrs L Coldwell – salary (via standing order)	912.40
BC Pension Fund (via standing order)	281.92
Mrs L Coldwell – expenses	216.64
PKF Littlejohn – external audit fees	252.00
Frieth Village Society – Ellery Rise field maintenance costs	1000.00
SSE – lighting charges	304.66
HMRC	272.94
R Watts & Sons – tree works, Hambleden churchyard	1020.00
PHS Hygiene – annual duty of care, Hambleden toilet	36.00
Buckland Landscapes – grass maintenance (invoice expected)	1321.44
Frieth Village Hall – hire (invoice expected)	37.50
M Tuddenham - Hambleden toilet clean and open/close (invoice expected) August and September	240.00 (approx.)
Total	5895.50
Balance as 1st July 2024	71694.03
Less July payments	(3614.33)
Balance as of 31st July 2024	68079.70
Less August payments	
Mrs L Coldwell – salary (via standing order)	912.40
BC Pension Fund (via standing order)	281.92
SSE – lighting charges	294.86
Buckland Landscapes – grass maintenance	1321.44
Balance as of 31st August 2024	65269.08
Of which CIL Funds	6618.95
Church Wall reserve	20000.00
Other Earmarked reserves	3250.00
Hambleden Parking fund	912.39
Unrestricted Reserves	34487.74

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Film Fund

Total of all funds at 1 st July 2024	5575.87
Income – “Three Bags Full” filming donation	21000.00
Hambleden FC donation	(1800.00)
Skirmett Village Hall donation	(5000.00))
Total of all funds at 30th July 2024	19775.87

Appendix 3 – Planning Application Decisions made by Buckinghamshire Council since previous meeting (for information only)

Decided:

[24/05794/FUL – Holly Cottage Pheasants Hill Hambleden](#) – Householder application for alterations to existing flat roof free standing garage to a pitched gable roof with plain clay tiles, clad existing walls in black stained timber siding with the metal garage door changed to black to match the cladding – **Application Permitted**

[24/06265/CTREE – St Marys Church Hambleden Village Hambleden](#) – Reduce the lower long lateral limb by up to 2.5 metres and crown reduce the two main stems by up to 3m due to a large limb snapping out (to make safe) and to reduce sail weight x 1 Horse Chestnut – **Not to Make a Tree Preservation Order**

[24/06307/PNP14J – The Hay Barn And The Shed Greenlands Farm Dairy Lane Mill End](#) – Prior approval application (Part 14, Class J) for installation of Solar PV panels on barn roofs – **Details Not Required to be Submitted** (PC not consulted)

[23/08002/FUL](#) & [23/08003/LBC](#) – The Cottage Fingest Lane Fingest – Householder application for construction of extensions to and conversion of existing single storey detached outbuilding to form habitable accommodation for use ancillary to main dwellinghouse. Installation of boiler flue to main dwelling – **Application Withdrawn**

[24/05774/FUL – Copville Fingest Road Fingest](#) – Householder application for construction of two storey rear extension, alterations to the fenestration and a new Klargester (alternative scheme to pp 22/05895/FUL) – **application permitted**

[24/06651/CTREE – The Barn Frieth Hill Frieth](#) – Reduce height by approximately 2 metres and reduce branches overhanging the road/drive and parking area by 1.5 metres to 1 x Acacia Tree – **Not to Make a Tree Preservation Order**

[24/06539/FUL](#) & [24/06540/LBC](#) – Keepers Cottage Hollow Lane Rotten Row Hambleden – Householder application for construction of replacement two storey extension with associated dormers, 2no. conservation rooflights added to the Northern elevation, with minor internal and external alterations – **Applications withdrawn**

[24/06658/CTREE – 67 Hambleden Village Hambleden](#) – Crown reduce by 1.5 metres and reduce away from house by 1.5 metres x 1 Walnut (T1) – **Not to Make a Tree Preservation Order**

Awaiting Decisions:

[24/06240/FUL – The Frog Skirmett Road Skirmett](#) – Removal of outbuildings/storage sheds/covered smoking structure and construction of single storey rear/side extensions and new rear catslide roof with dormer windows; elevational alterations including installation of new windows and doors, all in connection with the internal refurbishment of the vacant public house for continuation as a country pub with ancillary accommodation above – **awaiting decision**

[24/06253/FUL – Henley Business School Greenlands Henley Road Hambleden](#) – Installation of pontoon system, gate and fence – **awaiting decision**

[24/06416/FUL – The Flint Barn Parmoor Lane Frieth](#) – Householder application for construction of a full height dormer window in the loft of the extension building roof – **awaiting decision**

[24/06272/FUL – Rotten Row Farmhouse & Rotten Row Cottage Main Road Rotten Row Hambleden](#) – Construction of single storey rear infill extension, insertion of 5 x dormer windows, replacement entrance porch and fenestration alterations in connection with conversion of existing dwellinghouses at Rotten Row Farmhouse and Rotten Row Cottage to single dwellinghouse – **awaiting decision**

[24/06523/FUL](#) & [24/06524/LBC](#) – Flat 5 Hambleden Mill Henley Road Hambleden – Listed building application for installation of "like for like" replacement of existing single glazed french doors and bathroom window incorporating "Slimlite" 12mm double glazed units in place of the existing 4mm glass – **awaiting decision**

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[24/06616/FUL](#) & [24/06617/LBC](#) – Flint Hall Skirmett Road Hambleden – application for partial demolition of Flint Hall and construction of single storey extension on the eastern elevation of main dwelling, single storey front porch, 3 x front and 3 x rear dormer windows and internal remodelling of main dwelling. Demolition of existing garage, construction of replacement garage with attached kitchen/breakfast room and conversion of existing Parlour and Dispersal Barn to create additional ancillary accommodation for Flint Hall (amended scheme to pp 19/07769/LBC) – **awaiting decision**

[24/06598/FUL](#) & [24/06599/LBC](#) – Flint Cottage Frieth Hill Frieth – application for construction of single storey side extension to form entrance hall – **awaiting decision**

[24/06585/VCDN](#) – [The Bungalow Scotchy Lane Skirmett](#) – Variation of condition 2 (plan numbers) attached to pp 22/06920/FUL (construction of 1 x 4-bed replacement dwelling, detached double garage and associated alterations) to allow changes to design and materials – **awaiting decision**

[24/06667/FUL](#) & [24/0668/LBC](#) – Yard Cottage Hambleden Village Hambleden – Householder application for remodelling of extension to the rear including 2 x new rear dormer windows, construction of single storey side extension, remodelling of the interior and augmentation of section of boundary wall – **awaiting decision**

Appendix 4 – Meetings Attended

Clerk has attended:

11/07/24 – Rural Homes webinar

14/07/24 – Clerks Forum

24/07/24 – Citizens Science in the Chilterns webinar

31/07/24 – CiLCA Mentoring session

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