

# HAMBLEDEN PARISH COUNCIL

## YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL ON MONDAY 12<sup>TH</sup> MAY 2025 TO BE HELD FOLLOWING THE ANNUAL PARISH AND ANNUAL PARISH COUNCIL MEETINGS IN HAMBLEDEN 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 Parish Council meeting held 14<sup>th</sup> April 2025
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 other matters relating; to discuss what if any actions the Parish Council can do to respond to the Climate Change emergency;
8. To discuss Pheasants Hill Common and next steps including applying for an adverse possession order
9. To consider a grant application from Frieth CEC School PTA for £500
10. To consider the expansion of Frieth CEC School following correspondence from Frieth residents and what if any further action to take
11. Finance: a) to approve the accounts for May 2025 – [see Appendix 2](#); b) receive the Internal Auditors report; c) complete Section 1 of the Annual Governance and Accountability Return 2024/2025; d) to approve and adopt the accounts for 2024/2025 in receipts and payment format; e) to complete Section 2 Accounting Statements of the AGAR; f) confirm the dates for the period for the exercise of public rights – Clerk proposes 03/06/25 – 14/07/25; e) to nominate a Councillor to check and approve the bank reconciliation for April;
12. Members questions: including any items for the next agenda
13. 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:

[25/05765/FUL – Disborough Cottage Main Road Rotten Row Hambleden](#) – Householder application for construction of two storey rear extension, entrance porch and fenestration changes

[24/07254/FUL – Janets Cottage Pheasants Hill Hambleden](#) – Householder application for construction of front entrance porch – **amended plans submitted**

[25/05964/LBC – Mill End Farmhouse Henley Road Hambleden](#) – Listed building consent for refurbishment, repair and maintenance including replacement of certain windows and doors (part retrospective)

[25/05946/PNP6A – Land At Innings Road/Spurgrove Lane Innings Road Frieth](#) – Prior notification application (Part 6, Class A) for the proposed creation of private way – the Parish Council have not been consulted on this application, so any comments may not be taken into consideration

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

14. To confirm the date for the next meeting as:  
Monday 9<sup>th</sup> June – Frieth Village Hall



06.05.2025

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## Appendices

### Appendix 1 – Clerks Report

- Minute 10140 – a page has been added to the website about the Film Fund. A brief article has been placed in the Hambleden Valley magazine, which will be included in the June edition. Notices have been placed in the noticeboards with a QR code to scan which takes you to the new page on the website.
- Minute 10127 – 8 responses were received following request for views about the school expansion.
- Minute 10128 – Clerk with help from the temporary assistant Clerk has put up the speeding posters designed by children at Frieth CEC School in Fingest and Skirmett. These are in borrowed frames, the PC needs to find a contractor to make some for them.
- Minute 10148 – Clerk has made contact with contractors for fixing the noticeboards and also with companies for new noticeboards. Future agenda item.
- Minute 10150 – Clerk is waiting to hear back for quotations to move the gate at the Ellery Rise field.
- Minute 10151 – Clerk has confirmed with the Bisham Nest Box Group that they can install the boxes, once agreement is reached with the Church.
- Elections took place on 01/05/25, 3 new Parish Councillors were elected to the North Ward, the South Ward was uncontested. Cllr Mark Turner was re-elected as Buckinghamshire Councillor for the Chiltern Villages.
- Clerk has reported a footpath in Frieth to Rights of Way at Buckinghamshire Council.
- Clerk has been in touch with Fix My Street due to incorrectly receiving reports from residents. Clerk has actioned these reports with the LAT too.
- Clerk has requested analytical reports from the website to see the amount of visitors.
- Clerk continued to promote the local elections on the website and social media.
- Clerk responded to emails from residents on a variety of matters including the elections, footpaths, and highway issues.
- 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 May 2025

SSE – lighting charges (cheque already signed and posted)	304.66
Mrs L Coldwell – salary (via standing order)	991.30
BC Pension Fund (via standing order)	306.31
Mrs L Coldwell – expenses	42.57
Buckland Landscapes – grass maintenance	1387.50
Hambleden Village Hall – hire (invoice expected)	36.00
M Tuddenham – Hambleden toilet clean and open/close (invoice expected)	100.00
Lloyds Bank – account charges (via direct debit taken automatically)	9.95 (approx.)
<b>Total</b>	<b>3178.29</b>
<b>Balance as 1<sup>st</sup> April 2025</b>	<b>58801.42</b>
Less April payments	(7384.57)
Income - First ½ precept	28500.00
<b>Balance as of 31<sup>st</sup> March 2025</b>	<b>79916.85</b>
Of which CIL Funds	3653.95
Church Wall reserve	20000.00
Other Earmarked reserves	3250.00
Hambleden Parking fund	912.39
<b>Unrestricted Reserves</b>	<b>52100.51</b>

### Film Fund

Total of all funds at 1 <sup>st</sup> April 2025	19123.30
Lloyds – account charges	(4.25)
<b>Total of all funds at 31<sup>st</sup> March 2025</b>	<b>19119.05</b>

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

[25/05371/FUL](#) & [25/07372/LBC](#) – Shoot Lodge Hollow Lane Rotten Row Hambleden – application for construction of two storey front extension, first floor rear extension, replacement glazed infill and window alterations – **applications refused**

**PLEASE REPLY TO:**

**Clerk to the Parish Council – Mrs. Lorna Coldwell**

[clerk@hambleden.org.uk](mailto:clerk@hambleden.org.uk)

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## *Awaiting Decisions:*

[24/07254/FUL – Janets Cottage Pheasants Hill Hambleden](#) – Householder application for construction of front entrance porch – **awaiting decision, amended plans submitted**

[25/05407/FUL – Middle Cottage Frieth Hill Frieth](#) – Householder application for construction of outbuilding for home gym/office – **awaiting decision**

[25/05565/FUL](#) – Units 1 & 2 Rotten Row Farm Main Road Rotten Row Hambleden – Partial/total conversion of units 1 & 2 to create 1 x 2-bed dwelling with associated external alterations – **awaiting decision**

[25/05930/CTREE – The Cottage Hambleden Village Hambleden](#) – Crown reduce by 3m and crown lift over drive by 4m to contain and maintain x 1 Beech (T1) take down to ground level as the tree is in decline and at the unions near the base of the tree is a large cavity and decay x 1 Acacia (T2) – **awaiting decision**

## **Appendix 4 – Meetings Attended**

Clerk has attended:

23/04/25 – Clerks Meeting

23/04/25 – Frieth Village Society AGM

**PLEASE REPLY TO:**

Clerk to the Parish Council – Mrs. Lorna Coldwell

[clerk@hambleden.org.uk](mailto:clerk@hambleden.org.uk)