

**UNCONFIRMED**  
**MINUTES OF THE HAMBLEDEN PARISH COUNCIL MEETING**  
**Held on Monday 11<sup>th</sup> July 2022, Hambleden Village Hall**

PRESENT: Mr G Rowley (Chair), Mr J Jackson, Mr C Hussey, Cllr S Webb, Mr R Gronmark, Mr P Goddard, Ms T Eaton, Mrs A Hopkins.

Mrs L Coldwell – Clerk

0 members of the public

BC Councillors Mark Turner and Dominic Barnes

**Minute 9682**

**Public Question Time**

No public present.

**Minute 9683**

**To receive any apologies for absence**

Apologies received from Cllr Armstrong.

**Minute 9684**

**Declaration of disclosable pecuniary and personal interests by Members relating to items on the agenda**

None declared.

**Minute 9685**

**To confirm and approve the minutes of the Ordinary meeting held 13<sup>th</sup> June 2022**

The minutes for the meeting held in June were confirmed as a true record and signed by the Chairman.

**Minute 9686**

**Clerk and any Councillors if appropriate to report on matters arising and any updates from previous minutes which are not on the agenda**

- Minute 9604 – Buckinghamshire Council have confirmed that the Legal Team are looking into a devolved agreement or management plan for Pheasants Hill Common.
- Minute 9641 – the contractor has confirmed he expects to install the jubilee benches this week.
- Minute 9654 – the litter picking equipment was made available to Wild Church for use last week.
- Minute 9657 – Cllr Armstrong will hopefully tie back yew tree to see how it looks before the meeting. Clerk will organise afterwards for arboriculturists to attend the Churchyard for advice.
- Minute 9672 – Clerk responded to the Tennis Club about parking in Hambleden.
- Minute 9675 – Clerk has organised for PHS Hygiene to install a sanitary bin, Cllr Webb has distributed keys to various parties. The toilet will be locked and unlocked daily by the cleaner rather than staff from Hambleden Stores and cleaned 3 times a week. This will be monitored to see if cleaning needs to be increased or decreased.
- Minute 9676 – Clerk added the risk assessment to the website.
- Minute 9679.1 – Clerk fed back the problems with recycling collection to Cllr Turner.
- Minute 9679.3 – Clerk reported again the fly tipping at the bottom of Colstrove Lane.
- All AED machines have been checked.
- Clerk will advertise the AED training sessions organised for September, via posters and an article will be in the August Hambleden Valley magazine.
- 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](#).

Cllr Goddard arrived. Buckinghamshire Councillors Turner and Barnes arrived.

**Minute 9687**

**Correspondence received from 13<sup>th</sup> June to 11<sup>th</sup> July 2022**

1. Email re: Buckinghamshire Council launches ambitious Electric Vehicle Action Plan – forwarded to Cllrs.
2. Email re: South West Chilterns Community Board – Highways and Transport action group – forwarded to Cllrs.
3. JCC meeting pack – forwarded to Cllr Jackson (representative).
4. Email re: tree blocking HA15 – Clerk contacted landowner again.
5. Update on bin collections – email forwarded to Cllrs.
6. Invite to the 10th Anniversary of the Lady Ryder Memorial Garden and St Katharine's Open Day – forwarded to Cllrs.
7. TTRO Skirmett Road – forwarded to Cllrs, Clerk to place on website closer to closure date.
8. Census data published – email forwarded to Cllrs.
9. Email re: hedge cutting in Ellery Rise – Clerk responded.

10. JCC information re: revised constitution – for info.
11. South West Chilterns Community Board – Community Engagement action group meeting agenda – for info.
12. Agenda for Community Board meeting – for info.
13. BMKALC update – forwarded to Cllrs.
14. The Clerk magazine – brought to meeting.
15. Clerks and Councils Direct magazine – brought to meeting.

#### **Minute 9688**

##### **To receive updates if any from meetings attended since the previous ordinary meeting**

Clerk attended the Clerks meeting, where electrical car charging points across Buckinghamshire, the Homes for Ukraine scheme, and the Town and Parish Charter were discussed. Clerk is unable to attend the Community Board meeting later this week. The Parish Liaison meeting with Buckinghamshire Council has been cancelled. Cllr Jackson attended the JCC at Wycombe Air Park. The constitution is being altered to reflect changes to the ownership of the park. Respite days are being introduced, which would mean it can be requested that there are no flights for a particular event. This will be for up to 5 days a year.

#### **Minute 9689**

##### **To discuss Highways works being carried out in Hambleton village by Transport for Bucks**

Heritage surface topping will be carried out in Hambleton village, which is provisionally booked for the last week in July, subject to additional material testing. The area to be treated will extend from the entrance at the Doctors surgery, up to the Stag and Huntsman car park, in front of the Manor House and to opposite the Old Bakery. There will need to be a small amount of pre-patching to defects prior to this, and they will let the PC know when this is scheduled. Each stage of the works should take no more than 1 day, but will require road closures. The area will need to be completely cleared of cars to enable works to take place. Clerk to contact the landowner of the field next to the Church to see if this can be opened for parking.

Clerk has advised them about the pudding stones along the Church wall and the need for these to be covered and protected during the works.

**Action: Clerk**

#### **Minute 9690**

##### **To discuss the Sycamore tree outside Hambleton church wall**

Clerk reported the tree to TfB via Fix My Street. The LAT has said she will get a tree surgeon to survey and organise any works needed. Clerk to investigate options regarding a TPO for the tree to make sure it is not just cut down, as this is unnecessary only maintenance is required. The tree is located in the Hambleton Conservation Area and therefore a planning application would have to be submitted.

**Action: Clerk**

#### **Minute 9691**

##### **To discuss the grass cutting contract for North and South wards**

[See attached position statement.](#) Cllr Webb commented that at the end of the first year of the new contract discussions will be had to see if anything on the schedule needs altering for the remaining years. The small grass triangle in Fingest has not been cut since before the Queens Jubilee weekend, but this may be because bunting is attached to the finger post and the contractors may not wish to damage it. Clerk to contact Buckland Landscaping to make sure that the gate at Ellery Rise playing area is closed the correct side, to enable to spring loaded pedestrian gate to shut. Cllr Webb said that there are some villagers willing to voluntarily carry out some extra works in the churchyard that are above grass cutting.

**Action: Clerk**

#### **Minute 9692**

##### **To consider and adopt if appropriate a Vexatious Complaints Policy**

All in agreement, policy adopted.

#### **Minute 9693**

##### **To approve the accounts for July 2022; to nominate a Councillor to check and approve the bank reconciliation; to approve cheque signing for agreed expenditure as per budget during August when no meeting takes place**

The accounts were available at the meeting for inspection.

##### **Accounts to be paid in July 2022**

<b><u>Accounts to be paid in July 2022</u></b>	
Mrs L Coldwell – salary (via standing order)	622.04
BC Pension Fund (via standing order)	194.83
Mrs L Coldwell – expenses	31.37
CPRE – annual subs	36.00
NC Electrical – maintenance to AED cabinet and lights, Hambleton	121.98
Hambleton Village Hall – hire	36.00
Buckland Landscapes – grass cutting	1234.99

MC – toilet cleaning Jun/Jul	71.23
Cllr Teresa Eaton – reimbursement for toilet cleaning supplies	21.48
Cllr Samantha Webb – reimbursement for keys cut for toilet lock	45.05
<b>Total</b>	<b>2414.97</b>
<b>Balance as 1<sup>st</sup> June 2022</b>	<b>76107.42</b>
Less June payments	(3231.15)
<b>Balance as of 30<sup>th</sup> June 2022</b>	<b>72876.27</b>
Of which CIL Funds	6618.95
Church Wall reserve	20000.00
Other Earmarked reserves	2750.00
<b>Unrestricted Reserves</b>	<b>43507.32</b>

#### Film Fund Account

<b>Total of all funds at 1<sup>st</sup> June 2022</b>	<b>7675.87</b>
Money ring-fenced for Frieth Village Hall clock works	(1000.00)
<b>Total of all funds at 30<sup>th</sup> June 2022</b>	<b>7675.87</b>
Unrestricted reserves	6675.87

Accounts approved. Cllr Rowley verified the bank reconciliation with the bank statements. Cllr Eaton has suggested the bank statement is scanned and forwarded with the bank reconciliation document to a Councillor before the meeting for verification, she volunteered to do this. All in agreement. All in agreement for any budgeted expenses to be paid in August.

#### Minute 9694

##### Members questions: including any items for the next agenda

- 1. **Cllr Hopkins** – the camp site in Frieth has increased to a third field with caravans and port-a-loos, although these have now been removed. She checked the Planning Portal and cannot find any application. She says it is very busy at the weekends with lots of extra noise and traffic. There have been reports that there has been tarmacking in the woods. Cllr Jackson reported that for up to 28 days in a year no planning permission is required, and he remembers that planning permission has previously been granted for the campsite. Cllr Gronmark said that he drives that way regularly and has not seen any new tarmac here.
- 2. **Cllr Webb** – parking at the Dene has become an issue due to complaints from the Tennis Club to the Sports and Social Club. There is a meeting about the parking at the Sports and Social Club this evening.
- 3. **Cllr Rowley** – the patch and plane bit that was missed in Pheasants Hill – Clerk to chase with LAT.

**Action: Clerk**

#### Minute 9695

**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 the agenda and the meeting if appropriate**

[22/06729/CTREE – The Cottage Hambleton Village Hambleton](#) – Reduce the upper crown by 3 metres, reduce the sides and lateral limbs by up to two meters x 1 Horse Chestnut (T1) and reduce lateral limb going over the lane by up to two meters x 1 Horse Chestnut (T2) – **no objection**

[22/06599/CTREE – Hillswood Frieth Hill Frieth](#) – Removal of x 1 Cedrus Deodora (A), x 1 Leylandii (B) and reduce by approx 7.5 metres x 1 Leylandii (C) – **no objection**

[22/06480/FUL – The Yew Tree Frieth Hill Frieth](#) – Erection of shelter for outdoor seating (part retrospective) – **no objection**

[22/06567/FUL – The Moorings Spurgrove Lane Frieth](#) – Householder application for erection of single storey rear infill extension – **no objection**

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

[22/05973/FUL - 3 Perrin Springs Lane Frieth](#) - Householder application for construction of side and rear extension, installation of 1 x front and 2 x rear dormers, 8 x rooflights in connection with loft conversion, relocation of oil tank, rear patio and altered driveway – Application Permitted

[22/05980/FUL - The Orchards Frieth Hill Frieth](#) - Householder application for replacement of front porch and construction of side porch, single storey rear extension, fenestration, external alterations, insertion of 1 x dormer window to side and 2 x rooflights to side – **Application Permitted**

[22/06277/TPO – Garden House Ferry Lane Hambleden](#) – Fell 1 x Horse Chestnut (T1) to ground level due to stem damage at 2m and 3.5. Root system is causing damage/lifting paving slabs and debris from the tree is a nuisance and makes the area unusable – **Application Permitted**

[22/06027/REM – Valentine Farm Shogmoor Lane Skirmett](#) – Reserved matters application for submission of details of access, landscaping and layout pursuant to outline planning permission 21/05970/OUT – Application Permitted

**Minute 9696**

**To confirm the dates for next meeting as:**

The date of the next meeting was confirmed as Monday 12<sup>th</sup> September – Frieth Village Hall.

The meeting was closed at 20.31.

Signed ..... Date .....

Draft

## Hambleton Parish Council – addendum to Minute 9691

The Churchyard was closed in May 1889. This was before the 1972 Act which gave the Church the power to close churchyards and then pass maintenance on to the Local Authority, who in turn would give it to the Parish Councils. PCs have the right to decline, and return this responsibility to the LA.

The Church have never officially asked the PC to take responsibility of the churchyard. We could “force” them to ask, and then decline and return it to Buckinghamshire Council for them to take over maintenance of it. We very much doubt BC will wish to spend nearly £15000 per year (inc VAT) on one churchyard. Upon further investigation, we found one churchyard in Cornwall that the LA is responsible for, they have it on the website they get no funding from the Church or central government for maintenance and therefore the grass is cut once a year only. It is billed as for “environmental purposes” but realistically it’s money.

The PC precept for 2022-2023 is £33280. It currently spends £14820 (inc VAT) minimum on the grass cutting – over 40% of our income. This does include smaller amounts of work in Frieth and Skirmett. This also does not include any extra/remedial ad hoc works that are needed from time to time. It is the biggest spend of the PC, and is over what was budgeted for in December/January. When the contract was recently tendered, the current contractors were the most cost effective option. Other tenders were much more expensive and would have amounted to over half the precept amount. The PC recently tendered this contract to ensure best and fair value for money and Councillors were unanimous in the appointment of the current contractor.

The PC will always be mindful of the budget constraints within which it must operate and it’s responsibility for not only financial prudence, but also ensuring we procure value for money services within the context of the needs of all the villages and communities within the Hambleton Valley that we represent.

The new contractors are catching up on the maintenance of the churchyard and settling in. They started in March this year so it has not even been 6 months. It was discussed from the start that they would need to establish a pattern for the maintenance, within the schedule they were given. This took a long time to prepare and inputs were taken from several local and interested parties.

Once this current season is over, we intend to meet with the current contractors to discuss how the first season has progressed, and will enter into discussions to refine the schedule if appropriate.

The Queen Anne Lace is subject to an inherited wish of the Reverend Wilfred Watts, some villagers and previous Parish Councils, to preserve areas for the growth of Queen Anne Lace. It is enjoyed by the ladies who arrange Church flowers, the public and environmentally provides a source of biodiversity. The bees can be heard humming during it’s flowering. The boundaries of the Queen Anne Lace have varied over time and are to be reduced and redefined for easier economic maintenance in the future.

The contractors do not wish to disturb items left around headstones/plaques – some of which should not be there. This means that they are unable to get as close as they may want to whilst strimming – but the alternative is to anger people by moving items or risk breaking them.

Climate change is a “hot topic” currently, and the current management strategy has been carefully considered and is in line with current advice concerning the wildlife value of churchyards and the conservation and enhancement of biodiversity. Hambleton churchyard is known to contain at least 1 rare species.

It should be noted that the PC receives as many compliments as it does complaints about the maintenance of the churchyard.

Guy Rowley – Chair

Hambleton Parish Council 30<sup>th</sup> June 2022