

**MINUTES OF THE HAMBLEDEN PARISH COUNCIL MEETING**  
**Held on Monday 9<sup>th</sup> May 2022, Frieth Village Hall**

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

Mrs L Coldwell – Clerk

0 members of the public

Cllr Rowley proposed a formal vote of thanks for Cllr Jackson for 7 years service as Chairman. All in agreement, with appreciation given to Cllr Jackson.

**Minute 9649**

**Public Question Time**

No questions were asked.

**Minute 9650**

**To confirm the co-option of Mrs Amanda Hopkins for the casual vacancy in the North Ward**

Co-option confirmed, Cllr Hopkins has signed the Declaration of Acceptance of Office and has had relevant paperwork given to her. She will provide Clerk with her register of interests.

**Minute 9651**

**To receive any apologies for absence**

Apologies received from Cllr Eaton.

**Minute 9652**

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

Cllr Webb declared a personal interest in agenda item 11, request for a memorial bench in Hambleden churchyard. Cllr Hussey declared a personal interest in agenda item 14, the request for metal detecting on parish council land.

**Minute 9653**

**To confirm and approve the minutes of the Ordinary meeting held 11<sup>th</sup> April 2022**

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

**Minute 9654**

**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 – Clerk asked Cllr Barnes for an update re: Pheasants Hill Common. As of yet there has been no response, Clerk will forward the letter to the Head of Legal Services. **Action:Clerk**
- Minute 9640 – Clerk informed Mrs Hopkins and forwarded the relevant paperwork.
- Minute 9641 – Clerk has ordered the 2 platinum jubilee benches for installation – a contractor to install needs to be appointed, and a location to store until then to be decided. **Action:Clerk**
- Minute 9642 – necessary paperwork was sent to SWARCO to renew the maintenance contract. The cheque was sent minus VAT amount – additional amount to be signed at this meeting.
- Minute 9643 – Clerk contacted the WAALC Chairman to advise the Parish Council's thoughts.
- Minute 9646.2 – Clerk contacted the National Trust who advised they were unable to force Culden Faw to rebuild the allotment wall in Hambleden.
- Minute 9646.4 – Clerk reported the barriers to Buckinghamshire Council and asked them to investigate if they should be removed.
- Minute 9646.5 – Clerk reported the faded white lines to TfB and asked again if a "Stop" sign could be erected at the junction.
- Minute 9590 – Clerk is still investigating where the flood barriers originally came from, having been sent from the Environment Agency to Buckinghamshire Council to Thames Water and now back to Buckinghamshire Council.
- Clerk has been dealing with Rights of Way at Buckinghamshire Council regarding HA15 in Little Frieth.
- Minute 9626 – Clerk has chased the extra bin in Hambleden, and asked Cllr Turner for assistance.
- Buckinghamshire Councillor Turner has said that BT have put a hold on the rolling out of FTTP broadband due to central government, and therefore wait to discuss it in relation to Hambleden.
- Cllr Hussey placed an article in the Hambleden Valley magazine about litter picking in the parish, Clerk picked up litter sticks, bags and hi-vis jackets from Buckinghamshire Council and has passed on. A risk assessment has been forwarded to Cllrs Hussey and Webb by Clerk.
- Some resurfacing has taken place in Pheasants Hill, with a large section left in the middle. Clerk has queried with the LAT if the team will be returning to complete the works.

- Buckinghamshire Council have confirmed the landowner has carried out works that were needed to a bridge over the Hamble Brook in Hambleden that Clerk reported earlier this year/late last.
- 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](#).

### **Minute 9655**

#### **Correspondence received from 11<sup>th</sup> April to 9<sup>th</sup> May 2022**

1. Email – BMKALC update – forwarded to Cllrs.
2. Email from BMKALC re: BC Parish Liaison Slide Pack – forwarded to Cllrs.
3. Emails re: meeting notes from South West Community Board sub group meetings – for info.
4. Email re: metal detecting on PC land – forwarded to Cllrs.
5. Email re: fallen tree on footpath HA15 – Clerk asked landowner to remove.
6. Email re: changes to refuse collection days – added to website and Facebook page.
7. Fingest Road TTRO – forwarded to Cllrs, will add to website and Facebook page closer to date.
8. Countryside Voices magazine – brought to meeting.
9. BC Parish Liaison Slide Pack and Notes – forwarded to Cllrs.
10. Email re: Out of hours service details for May B/H weekend for Planning Enforcement – forwarded to Cllrs.
11. South West Chilterns Environment and Climate Change action group meeting agenda and notes – for info.
12. Clerk and Councils Direct magazine – brought to meeting.
13. Planning Service meeting – forwarded to Cllrs.
14. WAALC update – forwarded to Cllr Jackson.
15. Email re: cancellation of SWCCB Economic Development and Regeneration action group, and details for rural farm trip – forwarded to Cllrs.
16. Email from BMKALC re: Town and Parish Council Planning Forum – forwarded to Cllrs.

### **Minute 9656**

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

Clerk attended the Clerks Forum, Buckinghamshire Parish Liaison meeting and will attend an extraordinary WAALC meeting next week.

### **Minute 9657**

#### **To discuss the yew trees in St Marys churchyard, Hambleden**

Cllr Webb reported that the trees have not been cut for approximately 15 years. She said that there are 3 potential ways to deal with the yew trees:

- A hard prune (the trees would not look aesthetically pleasant for a few years, but would recover long term)
- A ratchet tight re-wire around the girth of the trees (this would be a short term solution)
- To cut the aged existing wires, which would open up the new greenery, chop out deadwood; re-tie with wire (a labour intensive and possibly expensive aesthetic solution)

Cllr Hopkins suggested bearing in mind how long Yew trees last it's worth spending the money to do a good job. Cllr Armstrong will wire tie back one tree free of charge to see how it looks, and top it at a reasonable height. Clerk to organise tree surgeons to visit for long term plans and their advice on the situation.

**Action: Cllr Armstrong/Clerk**

### **Minute 9658**

#### **To discuss problems faced by residents with parking in Hambleden village and any viable solutions**

Clerk has obtained one quotation from a company used previously by the PC for signs in the parish for £445 +VAT with a 1500mm long post including delivery. This is significantly more expensive than previous orders, however they have said that the price of aluminium has doubled in the past 12 months. Clerk is waiting for 1 more quotation, and will find a third. All agree to wait for further quotes due to the cost. Wording agreed by all.

**Action: Clerk**

### **Minute 9659**

#### **To discuss the request from a resident for a memorial bench in Hambleden Churchyard**

A resident has requested a bench be placed on the west side of the South Transept and housed on paving slabs. The resident has also contacted the Church for their permission. Cllr Hussey proposed agreeing, Cllr Armstrong seconded. All in agreement, the Church has approved and are approaching the Diocese for permission. Clerk to advise.

**Action: Clerk**

**Minute 9660**

**To discuss the outside toilet facilities at Hambleden Parish Rooms; to consider the Parish Council controlling it and associated costs; to consider donating towards running costs**

Cllr Eaton approached the cleaner at the Sports and Social Club, who has said they would charge £10 per day to clean the toilet. She has also approached a company who would supply and empty a hygiene bin and supply toilet roll for £411.02 +VAT per annum. All in agreement to approach the Church and the Village Hall for contributions to running costs.

**Action: Clerk to draft letter to send**

**Minute 9661**

**To discuss a request for metal detecting on Parish Council owned land; to consider adopting a policy regarding metal detecting**

All in agreement not to allow this metal detecting request on parish council land, and to adopt the policy.

Clerk to place on website and advise the person who made the request.

**Action: Clerk**

**Minute 9662**

**To discuss the MVAS and how to proceed following both batteries being stolen from the machine**

Clerk has reported the battery as stolen to Thames Valley Police. Clerk to suspend the maintenance contract with SWARCO until a solution is found by them to avoid any further battery thefts.

**Action: Clerk**

**Minute 9663**

**Finance – To:**

- a) approve the accounts for May 2022; **Approved** – removal of SWARCO cheque
- b) receive the Internal Auditors report; **Received and Noted**
- c) complete Section 1 of the Annual Governance and Accountability Return 2021/2022; **Completed**
- d) approve and adopt the accounts for 2021/2022 in receipts and payment format; **Approved**
- e) complete Section 2 Accounting Statements of the AGAR; **Completed**
- f) confirm the dates for the period for the exercise of public rights – Clerk proposes 13/06/22 – 22/07/22

**Confirmed**

The accounts were available at the meeting for inspection.

<b>Accounts to be paid in May 2022</b>	
Mrs L Coldwell – salary (via standing order)	622.04
BC Pension Fund (via standing order)	194.83
Mrs L Coldwell – expenses	58.25
BMKALC – Councillor Induction Training	50.00
BMKALC – annual subs	217.01
Energieo – street lighting maintenance annual charge 22-23	203.98
Insurance policy renewal – Zurich Municipal	1023.47
Frieth Village Hall – hire	33.75
Buckland Landscapes – April grass maintenance	1234.99
<b>Total</b>	<b>3638.32</b>
<b>Balance as 1<sup>st</sup> April 2022</b>	
Buckinghamshire Council – precept	16640.00
Buckinghamshire Council – devolution payment	1452.04
Less March payments	(3446.65)
<b>Balance as of 30<sup>th</sup> April 2022</b>	<b>76754.42</b>
Of which CIL Funds	6618.95
Church Wall reserve	20000.00
<b>Unrestricted Reserves</b>	<b>50135.47</b>

**Film Fund Account**

<b>Total of all funds at 1<sup>st</sup> April 2022</b>	<b>5175.87</b>
Money ring-fenced for Frieth Village Hall clock works	(1000.00)
Donation Memory Tree Productions – Hambleden filming	2500.00
<b>Total of all funds at 30<sup>th</sup> April 2022</b>	<b>7675.87</b>
Unrestricted reserves	6675.87

Clerk will send the completed paperwork for the Annual Governance and Accountability Return 2021/2022 to the auditor, PKF Littlejohn and put documents on the website as necessary.

**Minute 9664**

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

- 1. **Cllr Hopkins** – asked what is the response as a parish council to the current climate emergency – future agenda item.

**Action: Clerk**

- 3. **Cllr Webb** – the setts in Hambleden by the island have been knocked out of place. The contractor when installing the jubilee bench will fix.

#### **Minute 9665**

**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**

[22/05895/FUL – Copville Fingest Road Fingest](#) – Householder application for construction of two storey rear extension and fenestrations alterations – **no objection**

[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 – **no objection**

[22/05973/FUL – 3 Perrin Springs Lane Frieth](#) – Householder application for construction of side and rear extension, installation of 1 x front and 1 x rear dormers, 8 x rooflights in connection with loft conversion, relocation of oil tank, rear patio and altered driveway – **the Parish Council object, as there are 2 dormer windows looking out over the neighbouring property, and the other side is being developed right up to the boundary.**

[22/06024/CTREE – Sarahs Cottage Frieth Hill Frieth](#) – Reduce lateral branches over driveway by approx. 2m to suitable points of growth x 1 Ash (T1), reduce height and width by 1m x 1 Yew (T2) and fell x 3 Hawthorne (T3) – **no objection**

[22/06012/FUL – Pargrove Parmoor Lane Frieth](#) – Householder application for construction of single storey rear extension, replacement garden room and balcony above, fenestration alterations including repositioned main entrance, removal of chimney and construction single storey detached garden outbuilding/shed/greenhouse and 1.85m brick fence with brick piers and 1.80 metre gate to front boundary – **the parish council object to the boundary wall, this is next to a footpath, on the edge of woods and should be a hedge.**

#### **Planning Application Decisions made by Buckinghamshire Council since previous meeting**

[21/08622/FUL – Colstroe Farm Colstroe Lane Hambleden](#) – Erection of replacement barns for continued farming use to include the provision of a rural workers dwelling – Application Refused

[22/05668/MINAMD – Police House Henley Road Hambleden](#) – Proposed non-material amendment to permission householder application for construction of two storey rear extension and internal alterations, demolition of existing garage and installation of air source heat pump and PV panels granted under planning ref: 21/05698/FUL – Application Permitted (PC not consulted)

[22/05156/FUL – 5 Innings Gate Frieth](#) – Householder application for construction of single storey rear extension – Application Permitted

[22/05765/CTREE – 33 Skirmett Road Hambleden](#) – Re-pollard by 2 metres (leaving a final height of 6 metres) to 1 x Willow (T1) – Not to Make A Tree Preservation Order

[22/05469/ADRC – Highmoor Spurgrove Lane Frieth](#) – Application for approval of details subject to Condition 4 (TPP) of planning ref: 21/06968/FUL – Permit - detail Reserved by Condition (PC not consulted)

[22/05030/FUL – 3 Hornbeam Close Frieth](#) – Householder application for erection of a single storey rear extension, conversion of garage to habitable rooms and extension to front porch with alterations – Application Permitted

[22/05455/FUL – Challoners Hayles Field Frieth](#) – Householder application for construction of front extension, side extensions and replacement dormers to side elevations, alterations to fenestration and landscaping, addition of renewable energy measures and new underground sewage treatment plant to replace existing underground septic tank – Application Permitted

#### **Minute 9666**

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

The date of the next meeting was confirmed as Monday 13<sup>th</sup> June – Skirmett Village Hall.

The meeting was closed at 20.50.

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