

## **MINUTES OF THE HAMBLEDEN PARISH COUNCIL MEETING**

Held on Monday 8<sup>th</sup> April 2024, Skirmett Village Hall

PRESENT: Cllr S Webb – Chair, Mrs A Hopkins, Mr C Hussey, Mr R Gronmark, Mr J Jackson, Mr R Ashcroft, Mr G Hartley Russell, Mr J Lidstone.

Mrs L Coldwell – Clerk  
0 members of the public

### **Minute 9964**

#### **Public Question Time**

None in attendance.

### **Minute 9965**

#### **To receive any apologies for absence**

Cllr Armstrong.

### **Minute 9966**

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

None declared.

### **Minute 9967**

#### **To confirm and approve the minutes of the ordinary meeting held 18<sup>th</sup> March 2024**

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

### **Minute 9968**

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

- Minute 9938 – Clerk has passed contact details for the Network Safety Team to Cllr Hopkins.
- Minute 9950 – Clerk wrote to Thames Water asking for an update and long term plan for Mill End and Hambleton village.
- Minute 9952 – the Biodiversity Policy has been placed on the website.
- Minute 9953 – Clerk contacted Frieth Village Society asking if they are willing to take on management of the wildflower field in Ellery Rise – Cllrs Hussey, Hopkins and Clerk met with the Chair to discuss; the Management Plan has been placed on the website.
- Minute 9957 – Clerk will place an article on the website to signpost useful help regarding the telephone switchover and has approached Buckinghamshire Council for any assistance they are able to give to vulnerable residents. It was agreed to write to Buckinghamshire Council about the digital switchover to see what they are doing to facilitate the change for vulnerable residents.
- Minute 9958 – the agreement was returned to Buckinghamshire Council.
- Minute 9959 – Clerk advised the applicant that they were unsuccessful at this time.
- Minute 9961.2 – Clerk forwarded the paperwork and other funding suggestions.
- Minute 9961.3 – Clerk has organised AED and CPR training for 25/06/24, to be held in Hambleton Village Hall.
- Minute 9961.6 – Clerk reported the overhanging wires.
- AED machines have been checked and reported to The Circle.
- 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](#).
- Clerk has reported several fallen trees to Rights of Way at Buckinghamshire Council.
- Clerk collected maps from Archives in Aylesbury of the parish, these will be kept with other historical documents in the locked fireproof filing cabinet.
- Clerk has been contacted regarding the toilet in Hambleton, there is a potential blockage – the cistern is working but the bowl is almost overflowing when flushed. It is thought that this is because the water table is high.
- Clerk has been working for completion of the internal audit and the AGAR along with end of year documents.

### **Minute 9969**

#### **To receive updates if any from meetings attended since the previous ordinary meeting by Clerk and Councillors**

Clerk has attended, with slides circulated to Cllrs where applicable:

19/03/24 – SLCC Branch meeting

27/03/24 – Buckinghamshire Council – Archives

21/03/24 - Cllr Hussey attended the Rural Forum that was held online rural forum, with a presentation from NGU Energy about renewables for farms.

08/04/24 – Cllr Hopkins attended the Local Nature Recovery workshop. There are several workshops being held that will feed into a strategy to restore and renew lost biodiversity in Buckinghamshire.

#### **Minute 9970**

##### **To receive updates from the Climate Change Working Party**

Cllr Hopkins had previously circulated a draft letter to be sent to Buckinghamshire Council – all in agreement, Clerk to send. The next meeting of the working party is scheduled for later in April.

**Action:Clerk**

#### **Minute 9971**

##### **To consider options for maintaining the field at Ellery Rise; to consider quotations for stock fencing; to consider any other maintenance items or issues**

Clerk has not obtained quotations, future agenda item. All in agreement to pass over maintenance of the field to FVS, with a budget of £1000; they have been given a copy of the management plan. Clerk to advise. The parish council will also assist with any grant applications they may wish to apply for any larger items. Clerk to draft an agreement between the PC and FVS.

**Action:Clerk**

#### **Minute 9972**

##### **To consider [a recycling scheme](#) for items not currently removed by Buckinghamshire Council; including possible locations for collection bins and costs**

Cllr Hussey reported that there is a very high cost for collecting the items, which would be prohibitive for the PC. All in agreement not to proceed at this time. There would also be problems with ensuring only the correct items were placed in any recycling bins.

#### **Minute 9973**

##### **To consider the purchase of sand bags to be kept by the Parish Council for residents should they be needed during times of flooding; 100 empty bags to be filled by residents would be at a cost of £0.39 +VAT**

Cllr Hartley Russell placed bags at Watery Lane this week to stop the brook overflowing. After a lengthy discussion it was resolved to purchase 300 empty bags to be stored in Hambleden, in a building belonging to Culden Faw who were amenable to store them. Clerk will advertise that they are available to residents when needed.

**Action:Clerk**

#### **Minute 9974**

##### **To review the Clerks hours (currently 44 hours per month) and make any amendments as necessary**

Cllr Gronmark proposed increasing hours to 50 per month, seconded by Cllr Hartley Russell. This will also mean an increase in pension contributions. Clerk will draft a letter to the bank to be signed at the May meeting, meaning the increase will start from June.

**Action:Clerk**

#### **Minute 9975**

##### **To consider a grant application from Hambleden Sports and Social Club in support of their Family Fun Day**

All in agreement to donate the full amount, cheque to be signed at this meeting.

**Action:Clerk**

#### **Minute 9976**

##### **To consider applying for “[Assets of Community Value](#)” status for pubs in the parish; The Stag and Huntsman, Hambleden; The Chequers, Fingest; The Yew Tree, Frieth; The Prince Albert, Frieth; The Frog, Skirmett**

Cllr Lidstone proposed and Cllr Gronmark seconded, with all Cllrs in agreement, to proceed with applying for ACV status on The Prince Albert, Frieth and The Chequers, Fingest.

**Action:Clerk**

#### **Minute 9977**

##### **Finance: a) approve the accounts for April 2024; b) to nominate a Councillor to check and approve the bank reconciliation for March**

##### **Accounts to be paid in April 2024**

Mrs L Coldwell – salary (via standing order)	802.91
BC Pension Fund (via standing order)	248.09
Mrs L Coldwell – expenses	35.68
Buckland Landscapes – grass maintenance	1234.99
Enerveo – maintenance contract 24/25	324.62
Skirmett Village Hall – hire	35.00

BMKALC – annual subs	219.45
R Watts & Sons – emergency tree removal, Hambleden churchyard	720.00
Vision ICT – email hosting	144.00
M Tuddenham – Hambleden toilet clean	120.00
<b>Total</b>	<b>3884.74</b>
<b>Balance as 1<sup>st</sup> March 2024</b>	64837.75
Less March payments	(2602.76)
<b>Balance as of 31<sup>st</sup> March 2024</b>	<b>62234.99</b>
Of which CIL Funds	6618.95
Church Wall reserve	20000.00
Other Earmarked reserves	3250.00
Hambleden Parking fund	912.39
<b>Unrestricted Reserves</b>	<b>31453.65</b>

#### Film Fund

Total of all funds at 1 <sup>st</sup> March 2024	4775.87
<b>Total of all funds at 31<sup>st</sup> March 2024</b>	<b>4775.87</b>

Accounts and payments approved. The bank statement has not yet been received, bank reconciliation to be signed at the May meeting. Clerk is waiting for the bank statement to forward the end of year reconciled budget spreadsheet.

#### Minute 9978

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

- 1. **Cllr Hussey** – asked if there is any update with Pheasants Hill Common and Buckinghamshire Council? Not currently.  
**Action:Clerk**
- 2. **Cllr Webb** – there will be filming taking place in Hambleden throughout all of July. There will be road closures with traffic lights, and on some days access to the village will be severely restricted. The film company will be placing diversion tracking through the field next to the Church to provide access via the North end entrance. All the residents in the village have been advised via a letter from the filming company. Cllr Hussey requested the filming company to provide an environmental impact assessment.  
**Action:Clerk**
- 3. Further maintenance/tidying works have been carried out in the churchyard by Hambleden residents, the Parish Council would like to thank Mr Peter Steward and his gardener James for their work.
- 4. The Thames Water tankers are still in the village, currently mainly pumping during the day. Cllr Webb proposed writing to ask if the tankers can park in the layby on the Skirmett Road when they are not physically pumping. Clerk to write to Thames Water.  
**Action:Clerk**
- 5. **Cllr Hussey** raised the General Power of Competence – Clerk is attending an information session in Aylesbury next week about the CiLCA qualification.

#### Minute 9979

**To consider all recent applications received from Buckinghamshire Council and any other planning applications submitted and published on the Buckinghamshire Council Planning Portal between the circulation of the agenda and the meeting:**

None to be considered.

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

[24/05168/FUL – Evenlode House, Windrush House And Loddon House Greenlands Henley Road Hambleden](#) – Replacement of external windows, doors and timber cladding – **Application Permitted**

[23/07758/FUL – The Yew Tree Frieth Hill Frieth](#) – Erection of shelter for outdoor seating (alternative scheme to pp 22/06480/FUL) (part retrospective) – **Application Permitted**

#### Minute 9980

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

The date of the next meeting was confirmed as Monday 13<sup>th</sup> May – Frieth Village Hall, to include Annual Parish and Annual Parish Council meetings.

The meeting was closed at 21.01.

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

April 2024