

MINUTES OF THE HAMBLEDEN PARISH COUNCIL MEETING

Held on Monday 10th June 2024, Skirmett Village Hall

PRESENT: Cllr Armstrong – 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
1 member of the public (part)

Minute 9995

Public Question Time

A resident attended in support of agenda item 9, a grant request from Skirmett Village Hall for upgrading the hall. The Hall Committee has also approached the South West Chilterns Community Board for match funding.

Minute 9996

To receive any apologies for absence

Cllr S Webb.

Minute 9997

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

None declared.

Minute 9998

To confirm and approve the minutes of the Annual Parish, the Annual Parish Council and Ordinary meetings held 13th May 2024

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

Agenda item 9 was moved up the agenda by the Chairman.

Minute 9999

To consider a request for a donation to Skirmett Village Hall

Cllr Armstrong proposed donating £2500 from the Film Fund, Cllr Jackson seconded. The other half of the requested donation can be reviewed as and when the monies from the current filming in Hambleden are paid to the PC.

All in agreement, Clerk to advise.

Action:Clerk

Minute 10000

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

- Minute 9869 – Atkins and Buckinghamshire Highways will be attending Hambleden Village to inspect the defective “heritage topping” and will be in touch with a date to carry out the works. Clerk has advised about the filming throughout July.
- Minute 9978.1 – Clerk has written to the Devolved Services Officer for help with the best placed person to speak to regarding Pheasants Hill Common. A letter has been forwarded to the Operations Manager who wrote to the PC in March asking for a management plan for the Common.
- Minute 9986 – “caution” tape and no entry signs were placed on the high risk piece of equipment.
- Minute 9990 – Clerk confirmed the quotation with the contractor, and advised re: filming in July and that there may be weddings so to advise when the works are scheduled to ensure there is not conflict.
- Minute 9991 – the other Parish Councils agreed to all part fund, Clerk has organised the mentoring sessions.
- Minute 9992 – Clerk has sent the completed AGAR to the external auditor and displayed the appropriate notices on the noticeboards and website.
- Minute 9993.1 – Clerk forwarded photographs taken by Cllr Lidstone to the Local Area Technician for them to speak with the homeowner about reinstating the verge.
- Minute 9993.2 – Clerk has been informed that the issue is no longer occurring.
- AED and defibrillator training is scheduled for 25/06/24 in Hambleden village hall.
- AED machines have been checked and reported to The Circle.
- A local gardener has cut back the tree outside Frieth Village Hall, he has not charged the Parish Council for this work. Thanks were given to Warren Detsinyi for doing this.
- 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](#).
- Clerk has been notified of a running event taking place on Sunday 23/06/24 that starts at the Dene in Hambleden, the information has been publicised on the website and Facebook page.

- Clerk has been informed of a temporary footpath closure of HA30 from 19/06/24 to 19/11/24 by Buckinghamshire Council for filming. This has been placed on the website and Facebook page.

Minute 10001

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:

- 06/06/24 – AI Training by BMKALC
- 10/06/24 – Planning Liaison meeting

Minute 10002

To receive any updates from the Climate Change Working Party; to consider the request for funds to create a parish wide survey on residents opinions on biodiversity; to discuss any additions to the survey

Clerk has created a Microsoft Forms version of the survey, under the PC account. A QR code has been created for this too, which can be emailed out to residents as well as being placed on the noticeboards, website and Facebook page. Clerk has obtained various quotations for printing a hard copy of the survey to be left in places around the parish; 500 A5 copies would be a cost of £25.31. Clerk will design the flier and send to all for approval.

Action: Clerk

Minute 10003

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

All in agreement to wait to hear from FVS before continuing with stock fencing quotations. No response from FVS has been received by the Clerk, however Cllr Hopkins reported that she has been told that the PC's original offer of £1000 would likely not be enough for the maintenance required.

Minute 10004

To review the Risk Register

The register was reviewed with no alterations to be made other than some minor spelling mistakes.

Minute 10005

To consider the RoSPA report and any actions to be taken

Cllr Armstrong will attend to complete the minor works raised in the report. Clerk will get quotations for a new swing unit.

Action: Clerk – Future agenda item.

Minute 10006

To consider funding or part-funding a “No HGV” sign to be placed in Fingest following a request from Buckinghamshire Highways; to consider joining an area wide review for all signage

An area wide review will cost at least £5000, with additional costs following this meaning the entire project could cost over 6 figures. A single sign could cost approximately £3000. All in agreement not to proceed with any additional signage at this time, Clerk to advise Buckinghamshire Highways. Cllr Hussey reported that having mapped all the HGV signs on to Parish Online, there are enough warning signs in the area with the exception of the east outside of the parish.

Action: Clerk

Minute 10007

Finance; a) approve the accounts for June 2024; b) to nominate a Councillor to check and approve the bank reconciliation for May

Accounts to be paid in June 2024

Mrs L Coldwell – salary (via standing order)	912.40
BC Pension Fund (via standing order)	281.92
Mrs L Coldwell – expenses	102.48
The Chiltern Society – annual subs	30.00
Parish Online – annual subs	108.00
Buckland Landscapes – grass maintenance	1321.44
RoSPA – Play area inspection	112.80
SSE – lighting charges	294.86
BMKALC – CiLCA training	120.00
BMKALC – AI Training	20.00
Skirmett Village Hall – hire	35.00
M Tuddenham - Hambleden toilet clean and open/close	120.00
Total	3458.90

Balance as 1st May 2024	82470.19
Less May payments	(7317.26)
Balance as of 31st May 2024	75152.93
Of which CIL Funds	6618.95
Church Wall reserve	20000.00
Other Earmarked reserves	3250.00
Hambleden Parking fund	912.39
Unrestricted Reserves	44371.59

Film Fund

Total of all funds at 1 st May 2024	4475.87
Total of all funds at 31st May 2024	4475.87

Accounts and payments approved. Cllr Ashcroft checked and signed the bank reconciliation.
A cheque for £500 was signed for the Howson Memorial Project from the Film Fund as agreed at the December 2023 meeting, minute 9909.

Minute 10008**Members questions: including any items for the next agenda**

- 1. **Cllr Webb** reported via the Clerk that the film company in Hambleden have agreed to donate an additional £1600 towards expanding the church yard footpaths. Clerk will create an invoice to this effect.

Action:Clerk**Minute 10009**

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

[24/06044/FUL](#) & [24/06045/LBC](#) – Gilbert Cottage Henley Road Hambleden – Householder application for construction of roofing over of existing courtyard to form conservatory – **no objection**

[24/06193/FUL – Pargrove Parmoor Lane Frieth](#) – Householder application for construction of a 1.8m vehicular and pedestrian access gate – **no comments to make**

[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 – **this application is on behalf of the Parish Council, no objection**

Planning Application Decisions made since the date of the last Parish Council meeting

[24/06012/PNP6A – Mill End Farm Henley Road Hambleden](#) – Prior approval application (Part 6, Class A) for construction of agricultural grain store – **Details Required to be Submitted**

Minute 10010**To confirm the date for the next meeting as:**

The date of the next meeting was confirmed as Monday 8th July – Skirmett Village Hall.

The meeting was closed at 21.10.

Signed Date