

**MINUTES OF THE HAMBLEDEN PARISH COUNCIL MEETING**  
**Held on Monday 11<sup>th</sup> February 2019 at 8.00 pm in the Village Hall, Hambleden**

---

PRESENT: Mr J Jackson (Chair), Mrs S Walker-Allies, Mr A Armstrong, Mrs L Mann, Mr C Hussey, Cllr S Webb, Mr D Broad, Mr G Rowley.

Mrs L Coldwell – Clerk

1 member of the public, District Cllr Chris Whitehead.

**Minute 9098 Public Question Time**

A representative from Frieth Village Hall attended to discuss agenda item 12. There is a new larger committee for the village hall and they are trying to be more community-centric. The clock was supplied about 135 years ago, is wound up weekly by a volunteer from the gantry over the village hall entrance and it loses approximately 7 minutes a week. In 2016 a clock maker in Cadmore End advised some repairs that were needed, to do with the bearing inside the clock. This means that the clock will be dismantled, taken to a workshop in Cadmore End and will be there for about 6 weeks, whilst other necessary works are also undertaken. After these works have been carried out the hope is that it will continue to serve Frieth for many years to come.

**Minute 9099 Apologies for Absence**

Cllr Nixey – apologies accepted.

**Minute 9100 Declaration of disclosable pecuniary and personal interests by Members relating to items on the agenda**

Cllr Armstrong declared an interest in agenda item 10, maintenance to the footpaths at Hambleden Churchyard.

**Minute 9101 To confirm and sign the minutes of the Ordinary meeting held 14<sup>th</sup> January 2019**

The minutes for the ordinary meeting held in January were agreed by the Councillors as a true record and signed by the Chairman.

**Minute 9102 To receive an update from District Councillor Chris Whitehead regarding the new unitary authority for Buckinghamshire**

The new authority which is to be called the Buckinghamshire Council will be up and running in just over 12 months' time. Parish Councils in Bucks will be able to take on more tasks should they wish to. The new "head office" will be in Aylesbury, so quite a distance from the Hambleden Valley ward. There will be 3 councillors instead of 1 to cover the whole area which will increase in size to include Marlow Bottom, Lane End, and Medmenham along with the current Hambleden district ward area. Cllr Whitehead will not be standing again for election, and wants to ensure that residents continue to get the quality of service they have been used to and that the new changes are almost invisible to residents. He is concerned that a body in Aylesbury may not know the area and this may lose the local aspect that is currently in place. He believes the PC will be a strong link between the new unitary authority and residents, especially if none of the 3 new councillors are local to the area. Nothing will change in respect of the parish council but new Unitary councillors may look to the PC as more of a guide than previously. As far as Cllr Whitehead knows there will always be a planning office in Wycombe.

A Shadow Executive of 16 people (8 from Bucks County Council, 2 from each of the district councils) has been set up who are responsible for making sure all the pieces are in place ready for the start in May 2020.

The leaders of the district councils are currently challenging via a judicial review the decision by central governments that Martin Tett would automatically be the leader of the Shadow Executive as they feel that this is undemocratic and the leadership should have been put to a vote. It is unclear if this will delay the Shadow Executive.

Clerk is attending a parish liaison meeting held by BMKALC next week about the new unitary authority.

**Minute 9103 To Report on Matters Arising from Previous Minutes which are not on the Agenda**

Minute 8978 Transport for Bucks agreed to move the posts to the place suggested by the parish council at the previous meeting. A date for installation has not yet been set but TfB will advise when this is scheduled.

Minute 9058 Clerk received the lease for the field at Ellery Rise at the end of last week. Clerk to complete and return.  
Action:Clerk

Minute 9062 5. Clerk has been advised by Royal Mail that they will re-install the post box at the bottom of Colstrove Lane, by 9<sup>th</sup> April 2019. If it has not been done by this date then Clerk is to contact for further information.

Minute 9091 Clerk let Bucks County Council know that the PC would be interested in an enforcement parking scheme should it be extended from the pilot plan.

Minute 9092 Clerk contacted Thames Valley Police about getting a stock of "Are you Ready?" booklets but has had no response. They are available as a PDF to be downloaded on the Thames Valley Local Resilience Forum website. Clerk to publicise this.  
Action:Clerk

Minute 9095 1. The MYSI has been moved to Hambleden but has not been turned to face the opposite direction as previously discussed as none of the allen keys would fit the brackets. Cllr Jackson will try again with a different tool when it is next moved.  
3. Clerk reported the missing Bottom Hill sign to Wycombe District Council who have said it will be added to the next programme to be replaced.

Clerk has reported various pot holes and some blocked drains around the parish, and a tree that fell in the high winds. There is still no new LAT appointed.

Cllr Webb has been given the invoice for the works carried out in Hambleden churchyard removing ivy from the church wall. Mr Baird reports that:

- Some gravestones will continue to disintegrate regardless of ivy removal.
- The removal has been carried out to such a point that any further would cause damage. The wall overall is more stable than anticipated.
- A spraying regime on the ivy needs to be carried out during the summer.
- A yearly spraying of the wall should be considered as part of the annual maintenance of the church yard.
- Once all the ivy has been killed off a builder should be contacted to inspect the wall.
- Mr Baird recommends at least 4 sprays during the growing months, at a cost of approximately £140 +VAT per session. Future agenda item.

Action:Clerk Clerk received correspondence from a Frieth resident about the car park by the village hall and school regarding it needing repairs. Cllr Jackson will attend to look. Cllr Mann says it is not in a critical state, and this will continue to be monitored.

Cllr Jackson Action: A separate Frieth resident has asked for advice of how to clean up the parking spaces located by the village hall. Cllr Armstrong will attend to look to give advice.  
Armstrong

**Minute 9104 Correspondence Report – correspondence received from 15<sup>th</sup> January to 4<sup>th</sup> February 2019**

1. Email re: server maintenance and email accounts being down – forwarded to Cllrs.
2. WDC Planning department email about latest appeal decisions – forwarded to Cllrs.
3. Email from District Councillor Whitehead – forwarded to Cllrs.
4. Road closure, Frieth – forwarded to Cllrs and put on website and Facebook page.
5. Web analytical report – forwarded to website sub-committee.
6. Letter from leader of WDC – forwarded to Cllrs.
7. Email from BMKALC re: Committee on Standards in Public Life Report – forwarded to Cllrs.
8. Email about BCC News: County choose team of councillors for the new Buckinghamshire Council Shadow Executive – forwarded to Cllrs.
9. Email from Frieth resident re: various matters – forwarded to North Ward Cllrs, Clerk responded.

**Minute 9105 To receive updates from any meetings attended since the previous ordinary meeting including any sub-committees**

Action:Clerk NAG – Cllr Walker-Allies attended last week. It was Sergeant Hughes first meeting following PC Marchant's retirement. It is very unlikely that PC Marchant will be replaced. It was agreed that a piece would be put in the Hambleden Valley magazine regarding topics discussed, including the appropriate use of 999, 101 or emailing

information to the police, fly tipping, and “saving” parking spaces on the highway with cones which is illegal and tickets will be issued to offenders. There was a lengthy discussion about travellers in the local area, which is to be reported to the police. Thames Valley Police are out and about in the Hambleden Valley every day.

**Minute 9106 To discuss the set-up of the new website for the parish council – reports to be received from the sub-committee if applicable**

Action: Website sub-committee  
A mock up website has been created and sent to all Cllrs to view. Cllr Hussey has received some photographs from the Chilterns Conservation Board to use. Clerk has asked the Chiltern Society for continued permission to use photographs from their members as used on the current website. A local photographer has agreed for images to be used. Decisions agreed upon regarding content for contact pages. All in agreement to keep the current domain name. The website sub-committee will arrange a meeting to discuss further details.

**Minute 9107 To discuss the quotations received for the maintenance needed on the footpaths at Hambleden churchyard**

Action: Clerk  
Clerk has received approximately 8 quotations. Some have been very expensive, and some contractors did not want to take on the works. A list of quotations was circulated to the councillors. It was proposed by Councillor Webb to proceed with quotation 1, seconded by Cllr Rowley. All in agreement. Clerk to inform.

**Minute 9108 To discuss altering the street lighting in the parish to LED lighting**

Action: Clerk  
Clerk has received a quotation from SSE for altering the current lights to LED lamps at £4824.04 +VAT. This would only replace the lamps and leave the current brackets in place. A second quotation from Sparkx has not as of yet been received. Clerk to go back to SSE and ask for a quotation for heritage style brackets with lanterns to be fitted for 3 of the streetlights in Frieth, Fingest and Skirmett.

**Minute 9109 To discuss a request from Frieth Village Hall Committee to fund necessary works to the clock in the village hall at a cost of £1340**

Frieth Village Hall committee have requested a donation for the cost of these works. The mechanism of the turret clock is in need of some repairs to its component parts. A quotation has been supplied to the PC by the committee. Cllr Mann proposed giving £1000 from the Film Fund, Cllr Broad seconded. 5 in favour – proposal agreed. Cllr Walker-Allies suggested that fundraising from the village hall should occur to find some money towards the project. The representative from Frieth Village Hall has said that if surplus funds were raised then money could be returned to the parish council to be put into other projects.

**Minute 9110 To discuss the survey being carried out on behalf of Bucks County Council regarding Bucks Rights of Way Improvement Plan**

Action: Clerk  
BCC rights of way improvement plan expired at the end of 2018 and work has begun to produce a new one, aiming for adoption in early 2020. Clerk to complete to online survey on behalf of the PC.

**Minute 9111 To approve the accounts for February 2019; signing of cheques – see Appendix 2:**

**Accounts paid in February 2019**

Mrs L Coldwell – salary (via standing order)	537.51
BCC Pension Fund (via standing order)	168.37
Mrs L Coldwell – expenses and mileage	534.17
Staples – stationery	29.18
Mr R Baird – ivy clearance at Hambleden churchyard	900.00
MHP Internet Ltd – domain renewal	19.18
MHP Internet Ltd – hosting	108.00
Hambleden Village hall – hire	30.00
<b>Total</b>	<b>2326.41</b>
<b>Balance as at 1<sup>st</sup> January 2019</b>	<b>65409.84</b>
Less January payments	<b>(4151.01)</b>
<b>Balance as 31<sup>st</sup> January 2019</b>	<b>61258.83</b>
Of which CIL Funds	<b>16973.88</b>
Church Wall reserve	10000.00

**Unrestricted Reserves****34284.95****Film Fund**Total of all funds at 1<sup>st</sup> January 2019**6245.87**Balance as at 31<sup>st</sup> January 2019**6245.87****Minute 9112 Members questions: including any items for the next agenda**

1. **Cllr Rowley** – mentioned earlier in the meeting the state of the pothole repairs in Hambleden village, which were recently carried out to a poor standard. Also, what is the current situation with the resurfacing in the village? Clerk to contact County Cllr Teesdale for an update. Cllr Webb will raise at the Local Area Forum this week.
2. **Cllr Mann** – who is responsible for filling the grit bins on the highway? This is Transport for Bucks on the public highway. There are several grit bins throughout the parish in need of replenishing. Clerk to report.
3. The stile on HA14 which has previously been reported as broken is no longer there, access along the footpath is still available for walkers.
4. With the new unitary authority, should a planning sub-committee be revisited at some point? Possible future agenda item.
5. **Cllr Walker-Allies** – the hedges at Watery Lane, Skirmett have still not been cut back. The contractor is aware it needs to be carried out and is in the local area doing other hedges so Cllr Jackson expects this to be completed soon.
6. There are walkers and rambles who go off the footpaths on privately owned land where shoots take place. Should landowners be written to asking for signage to be erected advising walkers to keep to the footpaths? Majority felt that this would clutter up the countryside, and people should be sticking to designated footpaths!
7. **Cllr Hussey** – concerns were raised about the telephone box on Ellery Rise, Frieth following the decision by WDC to remove it as it is a listed building. Clerk confirmed that WDC have said only the handset is to be removed so this is not an issue.
8. The recent paper Committee on Standards in Public Life that was forwarded to all Cllrs includes a recommendation that Clerks can and should take on qualifications. Clerk is happy to do this and will look into the costs involved of obtaining a CiLCA qualification.
9. The allotment wall in Hambleden – Clerk to speak with Culden Faw for an update. It could be that the weather has hindered any progress being made.

**Minute 9113 Planning****18/08317/FUL – Dormer Cottage Spurgrove Lane Frieth – Householder application for two storey rear extension – no objection****18/08357/FUL - The Old Parsonage Frieth Hill Frieth – Householder application for single storey rear extension to link main dwelling to detached garage and conversion of garage to habitable accommodation, construction of detached carport with attached open sided log store to rear – no objection****18/08359/TPO – The Cottage Frieth Hill Frieth – Fell 1 x Hazel Tree as it is invasive to light – no objection****19/05093/FUL – The Cottage Rockwell End Hill Hambleden – Householder application for raising of part of existing roof incorporating a new dormer window to form new en-suite bathroom – no objection****Planning Decisions Made****18/06897/FUL – The Grange Shogmoor Lane Frieth – Householder application for conversion of part of barn to habitable accommodation and extension to roof to create garden room, part single/part two storey extension to lower and ground floor south elevation and remove existing dormer & insertion of new – **Application Permitted******18/08104/FUL – Fingest Manor Chequers Lane Fingest – Householder application for single storey side/rear extension – **Application Permitted******18/08148/VC – Mijenin Spurgrove Lane Frieth – Variation of condition 5 (tree documents) attached to PP 18/05800/FUL (Demolition of an existing dwelling and construction of replacement 5 bed dwelling and car port with alterations to access) to allow amphibian fencing to be dug into the ground – **Application Permitted****

**Minute 9114** **Date of Next Meeting**

The date of the next meeting was confirmed as Monday 11<sup>th</sup> March 2019, 8pm at the Village Hall, Frieth. The meeting was closed at 22.06.

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