#  BLEDLOW-CUM-SAUNDERTON PARISH COUNCIL

Minutes of the Parish Council Meeting held in Bledlow Ridge Village Hall on

Thursday 5th December 2019 at 7.30pm

Present: Councillors, J Butler, N Cox, A Sage, S Bird, S Breese, P Castle

S Reading (Chairman), and A Lord (Vice Chairman)

Clerk: Tracey Martin

Mr Nick Jefferies (to discuss North Mill Road)

 Mrs Smith (to discuss grant application and Meadow Styles playground)

1. **Apologies for absence**

Cllr M Blackwell and Cllr Carl Etholen

1. **Dispensations**

None.

1. **To approve the minutes of the meeting held on Thursday 7th November 2019.**

The minutes were approved following a proposal by Cllr Bird and seconded by Cllr Sage.

The Chair signed the minutes as a true record.

1. **Outstanding Actions**
	1. **Installation of Salt Bins:** The clerk reported that these are being installed this week. Cllr Reading confirmed that one had been put in place and filled at the Anderson Cross Roads. Clerk asked Councillors to report back on the other sites.
	2. **Installation of new bins in the Parish:** The clerk reported that she has been having trouble making contact with the relevant person, ongoing. **Action: Clerk**
	3. **Verge Gardening:** There has been no update through Fixmystreet however, Cllr Lord has drafted a letter which will be sent once the details have been confirmed.
	4. **Princes Risborough & Chinnor Railway:** Ongoing.
	5. **Parking Solutions Saunderton:** Cllr Reading confirmed that there had been 25 replies out of 100 and the Parking Officer is now analysing the responses.
	6. **Bledlow Cross:** Ongoing **Action: Cllr Sage**
	7. **Extending Saunderton Burial Ground:** The Clerk and Cllr Cox reported that some progress had been made identifying the records of the churchyard and also the owners of the potential land. Cllr Sage raised the question of whether the extension should take place at Bledlow. Cllr Cox stated that the Parish Council needs to provide a burial solution for non C of E residents. Clerk to research the Civil Burial Ground and identify when it was purchased and how many spaces have been filled / still available. **Action: Clerk**
	8. **Parking Solutions Bledlow Ridge School, Chinnor Road:** Cllr Reading confirmed that there is no update however, a LAF meeting is due to take place on the 17th December 2019 which will be the last ever meeting of LAF due to the Unitary Community Boards.
	9. **Bledlow Churchyard Wall:** This will be discussed later in the meeting to confirm quote.
	10. **50% Grass Cutting Charge Saunderton Burial Ground:** Ongoing **Action: Clerk**
	11. **CIL Report:** The Clerk reported that progress had been made with this and the report had been collated, now to be sent to WDC.
2. **Broadband:** Cllr Breese confirmed that High Speed Broadband was now available across most of the Parish following the installation of the Rapid Rural repeater serving North Mill Road.
	1. Cllr Breese reported that he had received an email shortly before the meeting concerning the Church Faculty. The email was advising that the DAC had raised some final questions/conditions relating to agreement between the Church PCC and Rapid Rural. It was agreed that the issue would be investigated and resolved by the Broadband Working Group.
	2. As the email intimated that professional legal and valuation advice could be required Cllr Breese advised that a provision should be set aside against the Broadband project budget to meet any costs that might be accrued.
3. **Speedwatch:** Cllr Lord reported that the Speedwatch pole signs had been erected and that himself and Cllr Cox are sourcing somebody to install them onto the gates as they require more work. Cllr Lord added that he has 2-3 volunteers and will be scheduling some meet ups.
4. **Bledlow Churchyard Wall – Approval of Quote:** Cllr Breese referred to the previously circulated quote and asked Councillors if there were any objections. Discussions were had on the quote as only two had been received. Cllr Breese added as it was such specialist work it was difficult to get the work quoted and enquiries had been exhausted. Cllr Breese proposed and Cllr Castle seconded. Cllr Cox questioned whether there would be grants available. Clerk to instruct JG Restorations to carry out the work and look into any grant options. **Action: Clerk**
5. **Devolved Services and Parish Maintenance:**
	1. **Bench Quotes:** The clerk had previously circulated the quotes. Cllr Reading asked for Bledlow Ridge Councillors comments. Discussions were had on whether to repair the bench or purchase a new one. It was decided to purchase a new bench. Cllr Lord formally suggested the proposal of a new bench and Cllr Castle seconded. Clerk to order new bench and arrange for it to be installed. **Action: Clerk**
	2. **Meadow Styles Playground Quotes:** Mrs Smith was in attendance to represent the playground and present the quote which she had received from a previously used contractor. Cllr Castle pointed out that the Parish Council requires three quotes as per our standing orders. Cllr Reading asked who was involved in the working party. Mrs Smith confirmed that she had formed a new working party and they meet periodically. Cllr Sage added that he was part of the working group but hasn’t been invited in over 24 months and that it had been previously agreed that someone from the Parish Council would be invited to the meetings. Cllr Sage questioned why a new bin was required. Mrs Smith responded that two bins were required as they are often overflowing. Cllr Cox added that the dog bin may not be required now as dog waste can now be put into normal bins.

The clerk reported that she is in the process of obtaining quotes and it was agreed that between Mrs Smith and the Clerk they would obtain quotes for the next meeting. Cllr Bird recommended PA Spittle’s who carried out work at Bledlow Village Hall playground. **Action: Clerk**

Cllr Butler commented that there is £900 available each year allocated to the playground committee for ongoing maintenance and that they just need to approach the Parish Council.

Cllr Reading proposed considering original agenda item 10 before agenda item 9 as it also was being introduced by Mrs Smith

1. **Application for Grants**

**Seating outside The Country Store:** Cllr Reading referred to the previously circulated grant application and asked Bledlow Ridge Councillors for their view. Cllr Lord stated that the shop is a Parish Council asset and the facilities which are currently there are not as robust as they should be but do provide the villagers with a facility. Mrs Smith commented that aesthetically it will improve the village as currently people are sitting on mismatched chairs. Cllr Cox added that himself and the clerk had visited Raj during the week and he was going to send over some images of the type of furniture which he envisages. Cllr Cox stated that one of the things to take into consideration is that the furniture needs to be able to be folded up and put away and that we should wait for Raj to send across his request. Cllr Castle asked where the initiative had come from, Mrs Smith confirmed that it had come from Raj but he didn’t feel comfortable approaching the Parish Council. Cllr Castle stated that he felt Raj should be in attendance as Raj is the ultimate beneficiary.

Cllr Butler questioned what happened to the previously raised £1,000 which the community had raised and the previous owners of the shop state they never received. Mrs Smith responded that the money was raised at a community fete organised by herself and the money was given to the owners and spent on refrigeration.

Cllr Reading stated that it was a good idea to have external seating outside the shop and was something the Parish Council could support although the Parish Council does not want to be responsible for the furniture i.e. insurance / maintenance and requested that if Raj would like to request the grant he could do so and attend the next meeting on 2nd January 2020.

Cllr Cox informed the meeting that he will be abstaining from voting on this.

Clerk added that another application had been received via Mrs Smith for the store for awning. Cllr Lord stated that this is the landlord’s responsibility. Cllr Sage added that maybe the Parish Council could send the landlord a letter suggesting that they improve the fittings. **Action: Clerk**

Mrs Smith left the meeting at 8.20pm

1. **Planning Matters**

Planning applications were discussed and comments made.

Cllr Reading reported that a meeting has been scheduled with the developers of the ‘Pitch Green’ land prior to the Parish Council meeting on 2nd January 202 starting at 7pm.

1. **Authorisation of Payments**

The following payments were submitted for approval:



Clerk to check the residents are happy with the work carried out by South Bucks Tree Surgeons.

 **Action: Clerk**

Cllr Lord commented that the VAT on reinstating the balance should not be shown.

All payments were approved following a proposal by Cllr Sage and seconded by Cllr Butler.

Cllr Castle advised that as per our financial regulations we can pay payments via standing order if they are reoccurring and constant. Councillors were happy with this. **Action: Cllr Castle**

1. **2020/2021 Budget**

Cllr Reading referred to the previously circulated draft budget and asked councillors for their comment.

Cllr Breese suggested that the Broadband Infrastructure and Solutions be increased to £1500 due to a potential valuation bill. Cllr Breese queried that the Chairman’s expenses should be £200.

Cllr Sage asked whether we should raise the budget for hedges as additional money may need to be spent on the hedge at The Crest.

Cllr Breese suggested that it would be good practice to run a commentary on devolved services potentially at the bottom of budget.

Cllr Castle added that the CIL figure is now accurate as the clerk had confirmed the previous 4 years' CIL receipts with Wycombe District Council and the clerk's analysis of CIL expenditure to date had been completed. The figures in the budget are the net amounts available for future CIL works, after deducting the past expenditure from the receipts.  Money has been transferred to our CIL bank account from the current account so the CIL bank account figures are now showing the correct amounts and match what our budget shows.

Cllr Breese observed that we have no deadlines now until 2023 but we need to start thinking about projects to spend CIL money on, the Churchyard potentially being an option.

Cllr Cox raised the issue of projected precept. Clerk to look at how this is calculated as the precept should have increased due to new houses.

Clerk to amend the budget and add to the agenda for the January meeting. **Action: Clerk**

1. **Motion: To decide whether or not to proceed with the “gender neutralisation” of the Standing Orders**

Cllr Bird requested a motion that the standing orders are amended so that Councillors are not referred to in a gender specific way and proposed that she could make the amendments and then Cllr Castle could check them. Cllr Castle responded that he would propose that he make the amendments although he felt that we should not change the standing orders as it would be a cosmetic change which would require a special resolution and suggested that an explicit statement is contained in the outset which says that single gender refers to all genders and that they are amended on the next material change. Cllr Castle stated that the Standing Orders were only approved a couple of months ago at which time, they were approved by all councillors with one abstention. Cllr Bird responded that she didn’t feel it was cosmetic and hadn’t noticed previously but advised that when laws are written now, they are gender neutral and as we have noticed it and can change it the Parish Council ought too follow this example as best practice.

Cllr Sage asked how often are there changes to the standing orders. Cllr Castle responded that the Parish Council has made one amendment in the last 4 years. Cllr Reading called for a vote with 5 Councillors in favour, 0 against and 2 abstentions. The vote was carried.

Cllr Castle to make amendments and circulate. **Action: Cllr Castle**

Cllr Castle stated that to adopt the change requires a written special resolution signed by three Councillors and submitted to the clerk not less than 7 clear days prior to the meeting.

1. **Motion: Appointing of trustees for the Bledlow Combined Charities Committee:**

To appt:

Sue Landon to serve as Trustee of the Bledlow Consolidated Charities until 13 August 2022

and

Eileen Joyce Maunder as Trustee of the Bledlow Consolidated Charities until 13 August 2023

Cllr Sage reported that the committee is still quorate but now have two members who have lapsed.

Cllr Sage proposed the appointments and Cllr Castle seconded and the motion was carried.

1. **Secondary School Placements and Transports**

Cllr Sage reported that Radnage Parish Council had contacted the Parish Council in order to get our support in the actions they are undertaking to deal with the upper school provisions in the Ridgeway West ward. There are 6 form entries worth children who do not have an upper school place and there are only an extra 2 forms in the new Risborough plan which will not cover what’s needed for Bledlow Ridge / Radnage and surrounding villages.

Radnage Parish Council are working with Bucks County Council to address in the medium / long term priorities. Cllr Sage requested that the Parish Council write a letter to support the campaign. Cllr Sage to draft a letter. **Action: Cllr Sage / Clerk**

1. **Correspondence, reports and issues from Councillors and Clerk**
	1. Cllr Bird raised the situation of the Culverton Link. The Princes Risborough Town Plan

originally planned a relief road which made use of Shootacre Lane as part of the route. BANG (Bypass ActioN Group) provided information which persuaded Wyombe Council to accept that a road parallel to Shootacre Lane and nearer to the A4010 would be preferable (Culverton Link). However, a Supplementary Planning Document released earlier this year shows this new road only being constructed in Phase 3, which would have Shootacre Lane used as a temporary relief road for several years.   BANG made a case that the road would be better built at the beginning of the Plan, and at the moment it looks as if the Council are looking at this favourably.  This was offered for information to the PC, and to ask that the Chairman write a letter to David Johncock at Wycombe DC supporting BANG's position and citing the Neighbourhood Plan.   All Councillors were in agreement, and Sue Bird would supply information to the Chairman to assist.   **Action: Cllr Bird / Cllr Reading**

* 1. Cllr Castle stated that the quarterly bank reconciliation had been carried out and everything

 was in order. Cllr Castle also raised a query with an invoice which was paid last month as part of the broadband working group where scaffolding and harnesses were purchased. Cllr Breese responded that it was a flaw in administration / procedure which happened and it happened around 2.5 years ago. Cllr Sage commented that for future projects run by a sub committee there needs to be a process for preapproved expenditure.

* 1. Cllr Lord reported that he had visited the land on Radnage Lane raised at last months

 meeting. Cllr Breese suggested that the clerk write to the planners asking them to investigate. Cllr Lord to draft a letter.  **Action: Cllr Lord & Clerk**

* 1. Cllr Lord stated that the Parish Council has received correspondence from a constituent who

 is concerned that his neighbour has mown an area designated as ‘agricultural’ as if it is a lawn. Cllr Lord reported that there was a successful application to release the property from the Agricultural restriction – house and land back in 2009 so he has passed this information onto the constituent.

* 1. Cllr Reading reported that he attended the BALC conference slides of which have been

 circulated. One of the things raised was the Parish Council having a presence on Facebook which Cllr Reading will be happy to look into taking into account our code of conduct.

 **Action: Cllr Reading**

* 1. Clerk reported that the meeting pack for the January meeting will be sent out early due to

 Christmas so it will be circulated on the 16th December and the clerk will then be on holiday returning the day of the meeting, 2nd January.

* 1. Cllr Reading reported that prior to the 2nd January meeting some Councillors will be sitting

 down with the developers of the land in Chapel Lane to exchange views on the application.

* 1. Cllr Cox stated that he is having an issue locating our enclosure award and donkey box. Cllr

 Breese advised that he is storing them in his loft as he was passed them from Mick Evin’s a previous parish clerk. Cllr Breese was asked if he could bring them to the next meeting.

* 1. Cllr Cox reported that Channel 5 were filming at the Household Waste Recycling Centre today

 with Bill Bendyshe-Brown.

* 1. Cllr Cox stated that he was disturbed to see a 3-bedroom house in Fords Close owned by

 Red Kite Housing that has been empty for a year when there is a shortage of housing. Cllr Sage added that if there are local people eligible, we should be directing them to Red Kite / WDC.

* 1. Cllr Cox reported on the devolved services meeting which took place last month. The Hedge

 at the Crest was raised and Bucks County Council are looking into this. Grass cutting in the 30mph zones were also discussed and the Parish Council are only responsible for those highlighted on the map and not all grass within 30mph areas. Other discussions were on verge gardening and the gully down by the village green. We are awaiting confirmation / clarification on these issues.

* 1. Cllr Butler informed Councillors that Saunderton Lodge is going to be relocated in Wycombe.
1. **Members of the Public Invited to Speak**

Mr Jefferies stated that he wanted to update the Parish Council on the Lydebrook situation. He had been contacted by the Rights of Way Officer Joanne Taylor who has erected a public right of way sign to replace a public footpath sign she also stated it is a section 130 highways act case and that there is a duty to protect members of the public. Bucks County Council wrote to the owners asking them not to close the gates but they have been closed at weekends, tied up but not locked. My Jefferies has not yet had an update from Phill Fox but has also written to Bill Chappell who has the portfolio for Rights of Way as he has a cabinet position of Environment and Planning.

1. **Next meeting**

It was confirmed that the next meeting will be held at Bledlow Village Hall on Thursday 2nd January 2020 starting at 7.30pm.

Meeting closed at 9.55pm

**Signed…………………………………………….. Date…………………………………………..**