

**LANE END PARISH COUNCIL
MINUTES OF THE FULL PARISH COUNCIL MEETING ON MONDAY 2nd DECEMBER 2019 IN THE
SYCAMORE ROOM OF LANE END VILLAGE HALL**

ATTENDANCE: Cllrs Detsiny – Chair, Achurch, Dunning, Coulter, Hunt, Nolan, Osborn, Sarney, Stewart and Wright.

CLERK: Mrs Hayley Glasgow

DISTRICT COUNCILLOR: None

MEMBERS OF THE PUBLIC: 4

<p>1) Apologies for absence Cllr Harries.</p> <p>The Declaration of Acceptance of Office book was signed by Councillor Simeon Achurch.</p> <p>2) Declarations of any personal or prejudicial interests None.</p> <p style="text-align: center;">MEETING CLOSED FOR PUBLIC QUESTIONS - MEETING RE-OPEN</p> <p>3) Minutes – Approval of the Full Parish Council Meeting on 4th November 2019 Council approved the minutes to be a true and accurate and record.</p> <p>4) Matters Arising It was reported that the revised Standing Orders have been put on the Parish Councils website. It was reported that TFB will shortly review the Lane End to Marlow bus service.</p> <p>5) Finance - i) Approval of the accounts for December 2019 Council agreed the expenditure of £14,428.83. It was noted the income received is £2644.86. The Closing Balance as of 26th November 2019 was £116,237.68. Council approved the Income and Expenditure Report.</p> <p style="padding-left: 40px;">ii) Proposed draft budget & Precept 2020/21 Cllr Coulter presented to Council the draft budget for 20/2021. It was suggested that an approximate 1.9% increase is made to the Precept. WDC are due to issue a Council Tax Precept Model and this will give Council definitive calculations on the precept. Council agreed a 1.9% increase subject to a minor change if necessary, based on the WDC model.</p> <p style="padding-left: 40px;">iv) Review of Financial Regulations The Clerk has completed the Financial Regulations Document. However, The Clerk is in the process of identifying suitable banks that would allow Council to have a two authorisation process on bacs payments. This will be discussed at the February meeting.</p> <p>6) To review the General Data Protection Policy It was reported that The Data Protection Officer no longer applies. The Parish Council is the Data Controller. The Policy has been updated in accordance with NALC and the ICO. Council approved the General Data Protection Policy.</p> <p>7) To review the Councillor Privacy Notice Council approved the Councillor Privacy notice.</p> <p>8) Village Hall car park There has been a request for CCTV to be installed in the Village Hall/Ditchfield Common car park. It was noted the Village Hall are looking at options for CCTV. The Parish Council are concerned that if they put CCTV in the car park, there could then be a demand for CCTV in other places around the Parish and it would be almost impossible to draw the line. The Parish Council agreed that they were minded not to put CCTV in the car park but would liaise with the Village Hall.</p> <p>9) Chalky Fields update It was reported that the site has been put on the market and initial expressions of interest are due by 11th January 2020. It is hoped a short list of offers can be presented to Council at the February meeting.</p>	<p>41/19</p> <p>Action – Clerk</p> <p>Action – clerk</p> <p>Action – clerk</p> <p>Action – clerk</p>
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10) Lane End Playing Fields - General update

It was reported that the membership drive was successful and there are now over 100 members. The AGM will be held on 9th December. The darts team now play every other Tuesday evening. The 3G pitch bookings are doing reasonably well. The revised Memorandum of Articles will be completed after the AGM.

It was reported that there are currently two members of staff employed at the Pavilion. One member of staff for various reasons has done excessive overtime in recent weeks. As a recognition of this Council agreed an overtime payment of £250.00.

11) Clerk's report

The items below summarise the Clerks activities since the last meeting.

1. There is a section of trees under TPO's to land lying to the north of 1 Ridge Close. One of the trees fell onto a shed and fence on Friday. The Clerk arranged for this to be removed and is liaising with the insurance company regarding the damage.
2. I have received an email from WDC Planning Dept regarding the proposed removal of public payphones by BT. They propose to remove the payphone on the junction of Mount Pleasant Park Lane, Lane End, HP14 3LY. Council agreed that if the usage is very low this should be removed.
3. A Serco vehicle has reversed into and knocked the fence, post and gate at Chalky Field Allotments. I sent photos to Serco. James Glasgow did an emergency repair to make it safe. Serco will carry out the main repair. No costs to the Parish Council.
4. Information regarding Preventative Injunctions for The Playing Fields, Ditchfield Common and Moorend Common. Hardwicke confirm they could apply for an injunction on behalf of the PC. The process is to submit an application notice, gather witness statements and complete the claim forms. Hardwicke advise that Council stands a good chance of obtaining the injunctions because of the relatively high traveller activity in the area. The costs would be approximately £8,000. Agreed to ask for further information.
5. I hand delivered letters to residents of Chalky Field and some properties of Marlow Road. I posted letters to the adjoining farm and the Conference Centre regarding the sale of Chalky Field.
6. I have sent the invoice to the G&A for the land usage agreement.
7. I have uploaded on Council's website a copy of the revised Standing Orders.
8. I have contacted Lloyds and Barclays banks. Both banks offer the authorisation system by 2 Councillors. Both banks charge for the services.
9. I have written to all candidates interviewed and thanked them for applying to be co-opted. As confirmed the position has been offered to Simeon Achurch.
10. I continue to chase the outstanding allotment invoices.
11. Please see below the dates of 2020 PC Meetings:
All meetings start at 7.30pm and be held at Lane End Sports Association unless indicated on the Agenda issued before the meeting

Action – clerk

Action – clerk

Action – clerk

Action – clerk

There will be no Parish Council Meeting in January.Monday 3rd FebruaryMonday 2nd MarchMonday 6th AprilMonday 4th May – the **Annual Parish Meeting**Thursday 14th May at 7pm the **Annual Meeting of the Parish Council** and **normal meeting** will follow.Monday 1st JuneMonday 6th July**There will be no Parish Council Meeting in August.**Monday 7th September

Monday 5th October

Monday 2nd November – (proposed Budgets for 2019 - 20 will be reviewed)

Monday 7th December – (Precept will be set).

12. There will be elections in May 2020. WDC will release information regarding this in the new year.
13. The street light outside Norths Garage was due to be re-installed, however, TFB have found out this is private land and therefore are working on re-siting the street light. I am awaiting an update on this.
14. Came and Co have confirmed the insurance policy has been renewed.
15. Christmas in the Village will take place on Friday 13th December.
16. AED inspections carried out and on-line forms submitted.
17. I have reported several street lights to TFB / SSE that are not working.
18. Next Meeting – there will be no meeting in January. The next meeting will be on Monday 2nd February.

12) Invitations to Meetings, Correspondence & Reports received

It was reported that information has been provided re Neighborhood plans. It is estimated the approximate cost to complete this would be in the region of £25,000. However, the majority of this could be grant funded. Council should consider this at a future meeting.

13) Matters raised by Councillors

It was reported that the derelict plot of land off Edmonds Parade is now up for auction.

14) Planning: To consider new applications and receive Wycombe District Council Decisions and Appeals

Action - clerk

New Applications

<u>19/07611/CTREE</u>	Dream Cum Tru Church Path Lane End	Fell 1 x Norway spruce Refer to tree specialist
<u>19/07491/FUL</u>	72 Simmons Way Lane End	Householder application for construction of part two storey, part single storey side/rear extension No objections
<u>19/07528/CTREE</u>	Aldersyde Finings Road Lane End	Remove limb hanging over fence and reduce crown height to 3 metres to 2 x Hawthorn trees (T1 & T2), crown reduction to 5 metres in height and remove 2 metres from the spreading branches to 1 x Apple tree (T3), fell 1 x Larch (T4) and reduce height to 3 metres and trim back to boundary line to 1 x Leylandii (T5) Refer to tree specialist
<u>19/07792/FUL</u>	3 Cutlers Farm Marlow Road	Householder application for the erection of a first floor side extension ground floor front extension. No objection

There will be no Parish Council Meeting in **January 2020**.

NEXT MEETING: Full Parish Council Meeting will be held on Monday 3rd February 2020 in the Lane End Sports Association.

Meeting Closed: 21.15

The Chairman.....Date.....