



08-07-2020 Minutes

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**STOKENCHURCH PARISH COUNCIL****Minutes of the Meeting of the Parish Council held on Wednesday 8 July 2020 over Zoom at 7.30 pm**

**Attendees:** Cllr Ian Chadwick (Chairman), Cllr Camilla Baker (Vice Chairman), Cllr Dan Davis, Cllr Chris Parkinson, Cllr Jen Powis, Cllr Andy Preece, Cllr Robin Thomas, Cllr Neil Watson **Buckinghamshire Councillors:** Cllr Carl Etholen

**Minutes:** Mrs Heather Presland, Acting Clerk, from recorded Zoom meeting

**Members of the Public : 2**

**1. Acceptance of Apologies for Absence**

Cllrs Garrett, Hayday and Adoh

**2. Declarations of Interest (agenda items)**

Cllr Powis – Bills Payable.

**3. To Confirm Minutes of 17 June 2020**

These were agreed. Proposed: Cllr Thomas; seconded: Cllr Baker.

**4. Matters Arising (information only)**

Cllr Thomas reported that the abandoned car had been reported on fixmystreet. 5.

**Reports/Actions**

(1) Cllr Preece had walked around Cricket Ground with a new fencing contractor, Tom Hodson, and had received a quote for replacement posts which he would circulate. (2) Cllr Watson said the defib box had been fitted at the Cricket Club. Once confirmation of registration had been received, the unit could be put in it. He had also reported several streetlights in the Parish which were not working.

**6. Notification of Parish Matters (information only)**

(1) Cllr Powis – overgrown hedge/pathway. (2) Cllr Watson –



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to rear – 11 Pigeon Farm Road, Stokenchurch, HP14 3TE – Mr Derek East No objection. Proposed : Cllr Preece; seconded : Cllr Parkinson.

(2) **20/06408** – Application to fell as roots have undermined the adjacent building making the structure unstable 1 x ash tree – Unit 2, The Common, Stokenchurch, HP14 3TZ – Mr John Lee – Cllr Preece referred to the email which had been circulated to Council from the arboricultural team giving their views on the ash tree. After some discussion, no objection was raised. Proposed : Cllr Thomas; seconded : Cllr Preece.

(3) **20/06409** – Application for demolition of existing commercial building and construction of replacement commercial building comprising workshop and storage, bin storage, 2 x access gates (1 x pair and 1 x single) – Unit 2, The Common, Stokenchurch, HP14 3TZ – Mr John Lee – Cllr Preece felt the current building was a real eyesore and replacing it on a like for like basis would certainly be an improvement. Cllr Baker agreed with him, but had concerns that in the future there may be attempts to turn it into residential accommodation as she felt the history of the village should be maintained. Cllr Powis said the original application was for a residential property but was withdrawn. Cllr Preece said the Council had no control over a future submission and had no means to stop this happening. Cllr Watson raised his concern over the right of access which was discussed. No objection, but on the condition that it was used solely as a business and not residential. Proposed : Cllr Preece; seconded : Cllr Parkinson. Cllr Davis abstained.

### 8. Buckinghamshire Councillors

Cllr Etholen said a meeting of the NW Chilterns Community Board was meeting the following evening which would be about priority setting. This new Community Board covered a much larger area and there were a

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Wycombe area. Planning permission had been in place since 1993 for ten plots which could hold up to twenty caravans. Cllr Etholen had followed up the other issues and was awaiting responses. He would forward responses to the Clerk for circulation.

### 9. Finance

#### · Bills Payable

These were agreed. Proposed : Cllr Preece; seconded : Cllr Thomas. There was discussion about the grass/hedge cutting contract and it was agreed this should be a three year contract when the next round of tendering started, rather than one year.

#### · AGAR forms 2019/2020

The Finance Officer said she had circulated all the documents relating to the audit to Council. She asked if there were any questions about these and it was confirmed there were no issues. She had also circulated the six items the auditor had suggested as potential improvements and these were itemised and discussed in detail. She then went through the Annual Governance Statement for 2019/20 on behalf of the Chairman pointing out that number nine did not apply to Stokenchurch Parish Council. Each of the other eight statements were read out and each was agreed by Council. The Finance Officer said she would make arrangements for the relevant paperwork to be signed by the Chairman and Clerk the following week and the whole package would be sent to the external auditors. The audit documents had to then be available for public scrutiny for thirty days and she proposed this should start on 17 August, meaning the paperwork should be on the website by 14 August. This was agreed. Cllr Preece said this was the first year of the last four years that the Council's audit had been "plain sailing" and he wished it placed on record the Council's thanks for the

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### 10. Correspondence

(1) Request for memorial bench – Cllr Chadwick referred to the email previously circulated to Council with the two location photos for the memorial bench. Both sites were approved and it was agreed the applicant could decide which location they wished the bench to be located in Longburrow. It was requested the applicant buy long legs so the Parish Warden could concrete them in. (2) Quotation for replacement LED lantern – Cllr Chadwick said SSE had visited the site of the streetlight that was not working in Chalk Farm Road. They had been unable to fix it as the parts were no longer supplied and to replace with an LED lantern would cost £380.53 excl VAT. This was approved. Proposed : Cllr Thomas; seconded : Cllr Baker. (3) Covid-19 Community Group – Cllr Chadwick referred to an email from Deborah Brown and said the group had done an excellent job. Cllr Watson said he felt this support would be required through the winter months although no-one was sure. Cllr Preece commented on the £1500 grant which had been received but not used. Cllr Adoh had gone to great lengths to apply for this. There was discussion about whether the amount should be returned but as it was unknown if there would be a second wave, it was felt this should be put on hold for the time being. Thanks was given to the particularly hard working members of this group for their work which was greatly appreciated. (4) Cllr Chadwick said he had received a late request from Ron Cleere who was requesting to train his judo club outside at Longburrow and went through the proposal. Cllr Preece agreed this was a really good idea, supported by Cllr Watson on the basis they were also complying with their national guidelines. Approved.

### 11. The Commons

Cllr Preece briefly referred to the history of the current quotes for posts and reiterated he would circulate the quote he had received for the posts on Cricket Ground. In the future it might be this contractor could give quotes for other posts that required replacement. Cllr



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waiting to be placed near the Fleur.

### 12. Other Parish Matters

(1) Cllr Powis spoke of a very overgrown hedge up near the Medical Centre which was covering up to three quarters of the pavement and was very difficult to pass. Cllr Baker said she believed the Parish Warden had cut the hedge back previously but there was a lack of clarity about who owned the hedges, although it was believed to be owned by residents and was their responsibility. Cllr Fearfield said the footpath at the back of Dekra that went into Chalk Farm was extremely overgrown and asked who owned it. Cllr Baker said it was owned by the Parish and the Parish Warden would be asked to cut it back. (2) Cllr Watson raised the hedges around the allotments and asked when these would be cut back by the contractor. Cllr Chadwick said he had asked the contractor to get on and cut them back as soon as possible. There was general discussion about hedge cutting and Cllr Watson said exclusions could be used to ensure residents cut back hedges which were overgrown. (3) Cllr Davis said he was upset to see the new vegetable seller at the Memorial Hall putting a canopy over the roses. A parishioner from the Memorial Hall had also noticed and would speak to him. (4) Cllr Davis also said the Dog Rescue Centre had a new car park and asked they be contacted to request when they had functions, their patrons used the car park and did not park on the verges. This was agreed. (5) Cllr Davis said he had been in the cemetery on several occasions recently and wanted it noted that at least three parishioners had spoken to him and commented on how well the Parish Warden looked after the cemetery. (6) Cllr Thomas said an Allotment Committee meeting had taken place the previous Friday and the minutes would soon be forthcoming. (7) Cllr Fairfield said he had undertaken two Covid risk assessments, these being for the Clerk and RFO plus the village play areas. He offered to type up the others that needed doing but was unaware who would be doing these. Those outstanding were risk assessments for



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had caused some vandalism at Longburrow Hall and she had been very apologetic and her son had been reprimanded for his behaviour. He had confirmed the contents of their conversation in writing and believed this was now the end of the matter although the Council would not be as lenient if there was a re-occurrence

### **13. Any Other Business**

(1) A parishioner said some people had bought alcohol from an off licence recently and had spent their time drinking in at the tables of the Memorial Hall, which led to complaints being received. As a deterrent, the hedge had now been cut quite low. It was agreed this was an improvement. (2) Cllr Davis asked if the three cemetery letters had been sent and Cllr Chadwick replied this was being done. (3) Cllr Chadwick said the next meeting would take place on 19 August 2020.

**Meeting finished at 2100**