

**DRAFT**

/2024



**Minutes of the Meeting of the Parish Council**  
**Wednesday 5<sup>th</sup> June 2024 at 7.30 pm at Longburrow**  
**Hall, Stokenchurch**

**ATTENDANCE:** Cllr Nuthall (Chairman), Cllrs Baker, Burnham, Jenkinson, Ramsden, Thomas, Young

**BUCKINGHAMSHIRE COUNCILLOR:** Cllr Etholen

**CLERK :**

**MEMBERS OF THE PUBLIC:** 16

**1) Apologies for absence**

Apologies received from Cllr Adoh, Carrington, D Hayday, O Hayday, Ghost, Preece. and the Clerk – Shelley Adnett.

**2) Declarations of any personal interests**

Cllr Jenkinson disclosed an interest in Bills

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retracted. **He suggested finding cheaper entertainers rather than spending £900** The Chairman advised that as these minutes were approved at the following meeting on April 3<sup>rd</sup> 2024 this could not be done. After due discussion the following wording was agreed upon. ***The Fete Committee attracts sponsors who pay towards the cost of entertainment.***

A parishioner raised the question of the state of the triangle at Tesco between George Road and the A40 and the condition of the elderberry tree within. Cllr Jenkinson will investigate and report back to the Council.

A parishioner expressed an interest in co-option to the Council but advised that she would not be able to attend the next meeting in July. The Chairman advised that this would be covered in Item 11.

Cathy Hutt who is the editor Village Matters drew the attention of the Council to the latest issue but in addition wished to mention that she runs an event called **Dying for a Natter** at the Studley Green Community Centre. There are some persons who wish to attend but are unable to get to Studley Green and wonder if she could hold some meetings at Longburrow Free of Charge. The Chairman advised her to contact the Clerk on this matter.

### 1) **Minutes Silence for D Day – 80<sup>th</sup> Anniversary**

Cllr Ghost requested a minutes silence in honour of D Day and this was observed.

### 2) **To Confirm minutes of 1<sup>st</sup> May 2024**

The Minutes of the Meeting were agreed without division and signed by the Chairman.

### 3) **Buckinghamshire Councillors**

Cllr Etholen advised that due to the forthcoming election any allocation of funds from the Community Boards was suspended until 5<sup>th</sup> July 2024.

Preparation work for resurfacing of Oxford/Wycombe Road will commence on 12<sup>th</sup> – 15<sup>th</sup> June 2024 between 09.30 & 15.30hrs with 2 Way Traffic Lights. The main works will commence overnight on 24<sup>th</sup> - 30<sup>th</sup> June 2024 between 2.00 & 06.00hrs. This will require Road Closures and details will be

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to the capacity will be increased to 32.

The new Conservative candidate for Stokenchurch is Greg Smith (Mid Buckingham Constituency) is very busy canvassing but it is hoped that he will be able to attend the Stokenchurch fete on 8<sup>th</sup> June 2024.

Cllr Etholen was asked about Mudds Bank as the area needs tidying up. There is a need for vegetation clearance at the junction of A40 to Radnage. The footpath on the Wycombe side of the A40 also needs clearing as it is impassable. The area is a hazard for all road and footpath users. Cllr Etholen will pass this on to TFB.

#### 4) Finance

- a. Bills Payable – The Bill payable at 5<sup>th</sup> June 2024 initially showed that the Parish Council had spent £15159.08. The Chairman advised that there had been two late submissions namely one for Safety Shoes at a cost of £36.46 and one for Litter Pick Refreshment of £11.44. The total amount spent by the Parish Council would now read £15207.30. The Bills Payable were proposed for approval by Cllr Ramsden and seconded by Cllr Baker. The rest of the Council concurred with this decision.
- b. Due to the absence of the Clerk there were no Monthly Accounts.
- c. Due to the absence of the Clerk there was no Finance Update.
- d. Payroll Outsourcing. BALC had advised the council to consider the possibility of payroll outsourcing. This was unanimously agreed for the clerk to investigate.

#### 8) Clerks' Report

Due to the absence of the Clerk there was no report available.

#### 9) Adopt Recommended GDPR Policy from NALC

The Chairman asked for Council approval to adopt the GDPR Policy which was recommended to the Council by NALC (National Association of Local Councils). It was proposed by Cllr Thomas and seconded by Cllr Burnham and approved by the Full Council.

#### 10) Adopt Recommended Buckinghamshire Council Code of Conduct Policy

The Chairman asked for Council approval to adopt the Buckinghamshire Council Code of Conduct Policy. It was proposed by Cllr Thomas and seconded by Cllr Burnham and approved by the Full Council.

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Council. They were then advised by the Buckinghamshire Council Election Team that they had to seek their advice and recommendation of how to co-opt before doing so. The Chairman wished it known that this had come as a surprise to her and the Council and Cllr Etholen also expressed surprise but he will seek clarification of this.

The Chairman advised however that at the Next Council meeting on 3<sup>rd</sup> July 2024 all those interested in co-option will be invited to give a 3 minute opportunity on why they wish to be considered and the Councillors will then vote to determine who has been successful and they will then take their place at the Council table.

With regard to one interested applicant who is unable to attend the next Council Meeting, the Chairman will contact her directly to arrange a date when her submission can be heard.

### 12) Good Councillors Guide

The Chairman asked for Council approval to recognise the role that Good Councillor Guide publication has within the Council and that it should be adopted in its entirety. This was approved without division. It was noted that we now had the latest edition 2024 and a copy of this will be issued to all existing and future Councillors.

### 13) The Kings Hotel Update

The Chairman advised the meeting that there is very little to report other than that the Court has issued a requirement for additional documentation to be provided by the owners of the The Kings by 13<sup>th</sup> June 2024.

The archway in the garden area that faces the A40 is in need of maintenance and due to its size will probably require the attention of a tree surgeon. The Clerk is to be instructed to arrange for this work to be completed.

### 14) Cemetery update and Compulsory Purchase of Cemetery Land

On 19<sup>th</sup> May 2024 following the Clerks enquiry to Geoffrey Leaver (Council Solicitors) regarding the Compulsory Purchase of land for use as Cemetery. Permission was sought from the Full Council for their approval to proceed. It was noted that the process is Surveyor led, It must be followed exactly to the letter and assistance should be sought from Buckinghamshire Council in pursuance of this matter.

The Council reported that they had attempted to negotiate with the landowner but without success and regrettably feel necessary to resort to this action. The need for burial space within the village is such that within 10 years there will be nowhere in the village to bury the deceased.

The Proposal to proceed with the Compulsory Purchase Option was made by Cllr Ramsden, seconded by Cllr Jenkinson and approved by all except the Chairman who wished to abstain from the vote.

At the last Council Meeting the problem with the maintenance of the Cremation Plots was raised

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forward.

Cllr Burnham raised the question of the installation of a wooden cross on a plot at the cemetery, which Cllr Ramsden seconded. This was approved without division.

### 15) **CCTV Update**

The installation of new cameras at a cost of £790 + Vat has been completed although on inspection it was established that some of the existing cameras are faulty, and therefore require replacing. There have been problems with the internet and its providers which require further investigation.

It has also been established that some branches on the tree in the island in Longburrow Car Park need removing and the Clerk will be instructed to contact a local Tree Surgeon so the work can be undertaken.

It is also suggested that instead of the traffic negotiating the island at Longburrow Car Park in a clockwise direction that the traffic flows anti-clockwise in order that the CCTV can work at its optimum efficiency.

### 16) **Cricket Ground Lane/Rose Corner/Longburrow Car Park update**

There is some confusion as to what exactly has been done or agreed to be done in the various areas so this item will be deferred until the next meeting. It was noted that the various potholes in Cricket Ground Lane have been dealt with.

### 17) **Lease Renewal for SGCC and Stokenchurch Memorial Hall Social Club**

The Council have been advised by Geoffrey Leaver (Councils Solicitors) that it would be advisable to write a new lease for both of these premises, as since the leases were originally made many years ago a lot of new legislation has been passed. The leases could however just be amended. The costs would however be as follows;-

1. To Amend the Lease £1600 + VAT for Each.
2. To Rewrite the Lease £2800 + VAT for Each.

When these figures were made known to the meeting, Mrs Messenger expressed concern at its cost and was sure that it could be achieved for a lower sum.

The Chairman advised the meeting that enquiries would be made to see if any reductions in these cost could be achieved.

### 18) **Litter Pick**

The Litter Picks which were undertaken on 18<sup>th</sup> May and 1<sup>st</sup> June resulted in a total of 9Bags and 13Bags being collected which comprised of the usual items – Bottles, Cans, Plastic etc but in addition a Football, 3ft long piece of Angle Iron, a Garden Chair and some Metal Piping were recovered.

The Council wished to extend their thanks to all those who volunteered their time to either Litter

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The Chairman informed the meeting that the Clerk had been unable to make contact with the contractor who had been awarded the contract to repair the roof and in view of its urgency was asked to rescind the approval and seek a new contractor. The Council approved this request without division.

### 20) Electrical Inspection update

The Chairman reported that Longburrow Hall had recently failed its Electrical Inspection and as a result remedial work needed to be undertaken urgently to rectify this. A contractor has been selected and will be inspecting Longburrow at 14.30hrs on 7<sup>th</sup> June 2024 with a view to commencing work on Monday 10<sup>th</sup> June 2024.

### 21) Fundraising Event for 2025

The Chairman informed the meeting that she had received a proposal from a local resident who is part of band, an idea for a fundraising event for next year. At this point. After a short discussion it was agreed that a meeting between the Fete Committee, the Parish Council and the resident be arranged as a matter of urgency. The band is very busy and is already getting bookings for 2026. The Chairman suggested the idea of the parish council funding the cost of the band for a community event (looking at a provisional figure of £1300-1500) and to consider the possibility of co-ordinating with the fete committee for fete day 2025. This was unanimously agreed by the full council to explore further.

### 22) Planning

\*Planning applications may have been updated after the agenda has been issued and therefore won't be listed on the agenda but may still be discussed. Please contact The Clerk for further details.

- a. 24/05806/FUL – Application for: Householder application for construction of single storey rear extension replacing existing conservatory: The Beeches, Chalk Farm Road Stokenchurch, Buckinghamshire, HP14 3TB – Mrs Lauren Bonnett.– No Objection
- b. 24/06138/FUL – Application for: Householder application for construction of single storey rear extension and associated internal) - 4 Scholars Rise, Stokenchurch, Buckinghamshire, HP14 3FL – Mr Trevor Bresland – No Objection
- a. 24/06154/FUL – Application for: Householder application for loft conversion with gable extension to the rear elevation and 4 no roof lights to create a new bedroom – Meadway, Mill Lane, Stokenchurch, Buckinghamshire, HP14 3TW – Mr Radek Anoszko – No Objection.

### 1) Any other business (report only)



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- d. Leases
- e. Longburrow Roof Updates

**The Meeting was closed at 20.36hrs**

***The Councillors then went into Committee to discuss the following items;-***

- 3) ***Staffing Matter – Discussion of salary increase made to the clerk. Clerk & RFO Workload.***
- 4) ***Financial Procedures/Protocol***
- 5) ***Acknowledgement of complaint received by councillor dated 16.05.24***
- 6) ***BALC Support***
- 7) ***Wellbeing support to councillors***