

**SEER GREEN PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING  
HELD ON TUESDAY 2<sup>nd</sup> MAY 2023 AT 7.30pm**

**Present:** Cllr M Thomas, Cllr L Hungin, Cllr J Holder, Cllr N Baddeley, Cllr C Hughes and Cllr A Anderson.

**In attendance:** County Cllr Carl Jackson, Mrs K Hawes, Mr I Hawes and Mrs E Bates (Clerk)

**I. OPEN SESSION:** County Councillor Carl Jackson will be attending the first review meeting of the results of the consultation for the proposal to extend the double yellow lines through the centre village. Cllr Jackson was asked if the faded lines on the corner of Howard Road/Howard Crescent could be repainted and also if the contractors could remove the loose stones from the potholes when they are repaired. There are still many outstanding highways issues in the village and the Clerk was told that it could take up to 3 months until the new Bucks Highways contract is running smoothly.

**II. APOLOGIES FOR ABSENCE:** Cllr O Davison-Oakley and Cllr T Brewis.

**Approval of Minutes of the previous meeting:** The minutes for the April meeting were approved by Cllr Hungin and Cllr Hughes. The minutes were duly signed as a correct record of the meeting.

**Update on Actions from Previous Meeting:**

STAKEHOLDER	ACTION	STATUS
Pavilion Committee	Locks to be installed on the shower room doors.	<b>ACTION: PAVILION COMMITTEE</b>
Brewis	Following a 20% increase in insurance premium for 2023/24 it was agreed to review the cost or replacing the Parish Council's assets and buildings.	<b>ONGOING:</b> Current asset list to be reviewed and updated. <b>ACTION: TB</b>
Clerk	A quotation will be obtained for the repair of the fence in the cemetery damaged by the fallen tree.	<b>PENDING:</b> Awaiting response from contractor despite numerous requests.
Clerk	Request made by residents in Orchard Road to replace cherry tree outside their property.	The Local Area Technician to be asked if cultivation licence required. <b>ACTION: Clerk</b>
Brewis	Surveys sent out to Councillors in order to assess what functionality they would require any new website to provide.	<b>PENDING:</b> Survey sent out and responses received. Awaiting the feedback. <b>ACTION: TB</b>
<b>ACTIONS/PROJECTS ON HOLD – AWAITING CLARIFICATION FROM BUCKS COUNCIL REGARDING FUNDING</b>		
Pavilion Committee	Application for Community Board funding for new kitchen and toilet facilities. In order to make an application for funding it was agreed to obtain a kitchen design for the Pavilion which will be prepared in agreement with the owner of Little Ducklings. Three quotations will be required. Additional cost would need to be factored into the funding application for new plumbing to facilitate the creation of a toilet and basin. At time of requesting quotations for this, the question of whether the area is large enough to accommodate a disabled toilet will be raised. If it is possible to provide disabled facilities then the logistics of disabled access will be explored at that time.	<b>ACTION:</b> Quotations to be obtained for: (a) new kitchen units (b) toilet and basin in what is currently the Ref's room.* * suitability for disabled access to be discussed at the time.

**Matters arising from the previous meeting not listed on the Agenda:** No matters were arising.

**III. MONTHLY RISK INSPECTIONS:**

- i. **Health and Safety Issues identified and recommended actions:** Cllr Hughes has completed the April Health and Safety inspection and reported that no issues were found. Cllr Brewis is due to complete the May inspection. **(Action - Cllr Brewis)** The Allotment Association have sent their monthly inspection report which reported that their new gate lock had now been fitted.
- ii. **Maintenance issues identified and recommended actions:** The sagging cricket nets are currently being used so will not be removed, but they will be monitored.
- iii. **Other Health and Safety Issues (not covered above):** No further issues were raised.

**IV. DECLARATION OF INTEREST:** Cllr Hughes declared an interest in a planning application which would affect her property.

**V. CORRESPONDENCE:**

The Community Board is hosting a community engagement event in Colston Hall in GX on June 9th. from 2pm – 5pm, with a ‘marketplace’ set-up of stalls. There will be an environmental theme and the Parish Council agreed to have a stand to showcase the environment/biodiversity work that is being carried out in the village. **(Action – Cllr Holder, Cllr Hughes)** Future Nature WTC will be contacted to see if they can help supply some photographs/information for the stand. **(Action – Cllr Baddeley)**

A resident had asked if it would be possible for the Seer Green Parish Council to request that the parking fee machines are able to take cash. Although the Council sympathised they felt that it was outside of their remit. However, if the resident was willing to start a petition, as individuals, they felt they would be willing to sign. **(Action – Cllr Thomas, Clerk)**

Bucks Council are seeking residents’ views on ‘The Local Plan for Buckinghamshire’ and ‘The Local Transport Plan 5’. The detail will be put on the noticeboard and the Community Chat WhatsApp group. **(Action – Clerk)**

A VAT 126 form was sent to HM Revenue and Customs reclaiming VAT for £12,715.04. The claim combines a total of £7,611.50 for the Parish Council and £5,103.54 which covers Jubilee Hall.

**VI. FINANCE:**

From 1<sup>st</sup> April to 1<sup>st</sup> May 2023:-

Payments amounting to:- £18,089.25

Income received:- £54,687.53

The closing bank balances at 30<sup>th</sup> April 2023 totalled:- £118,580.14

- i. **Review of Annual Accounts for 2022/23:** The detailed accounts were reviewed. They are now subject to an internal audit which will take place on Tuesday 9<sup>th</sup> May 2023. **(Action – Cllr Davison-Oakley, Cllr Baddeley, Clerk)**

**VII. PLANNING:** Notices of new planning applications continue to be displayed on the noticeboard and website. Four planning applications were permitted during the past month. It was noted that planning application PL/21/3232/OA - Outline Planning Permission - Oldefields Equestrian Centre, Chalfont Road, Seer Green, HP9 2QP (Outline application with all matters reserved except scale for a new hay, feed, bedding and machinery storage building in association with the equestrian operations at Oldefields Equestrian Centre) had been permitted even though the Parish Council had raised concerns over the size of the structure and flooding. The matter will be investigated further and a letter sent. **(Action – Cllr Hungin)**

It was resolved to write to the planning department over concerns about planning application PL/23/1172/FA – 7 Culvers Croft, Seer Green, HP9 2YU – Single storey rear extension part retrospective. Work was commenced on the extension prior to the Planning Application being submitted. This proposed extension not only replaces a glazed frame conservatory but will extend the length of the rear of the property and will impact the view and light to the neighbouring property. **(Action – Cllr Hungin)**

**VIII. PRINCIPAL AGENDA ITEMS:**

- i. **STANDING ORDERS:** The Parish Council’s Standing Orders were reviewed, updated and adopted. An updated copy will be published on the website. **(Action – Cllr Thomas, Clerk)**

## **IX. UPDATES ON OTHER MATTERS (Reports by Exception)**

- i. **JUBILEE HALL:** The Jubilee Hall Committee had negotiated better contracts for electricity and waste to try and reduce the costs of running the hall. A meeting had been held with the school Headteacher and Bursar to discuss future plans for the schools activities in the hall.
  - ii. **PAVILION:** The new lease for Little Ducklings, which has been updated to include the changing rooms, has been signed. The boiler is being reviewed and quotations are being sought for a new kitchen. **(Action – Pavilion Sub Committee, Clerk)** The electronic shutter that is no longer being used will be advertised for sale. **(Action – Cllr Thomas)**
  - iii. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** Equipment has been purchased for watering the three new large trees in the village. A rota will be drawn up for those who wish to help with watering over the summer. Unfortunately the watering pipes have been vandalised and the gator watering bags have been damaged, both will try to be repaired. **(Action – Cllr Thomas, Clerk)** A quotation for watering will also be requested from Amersham Town Council. **(Action – Clerk)** The annual playground inspection has been carried out and all items are low risk or very low risk. The report will be reviewed at the June meeting. Three wildflower beds have been rotovated and sown by the three village entrance gates. A new memorial bench has been installed at the Recreation Ground. A quotation will be requested for the large installation tool that has been sent on loan to see if it an item that the Parish Council can purchase for future bench installations. **(Action – Clerk)** Midweek football matches have been going well including the joint use of the Pavilion. Four extra litter pickers will be purchased. **(Action – Clerk)** The Community Board will be asked if they are accepting any transport scheme applications, as it was agreed that a request should be submitted to create a path to walk to Rawlings Lane from the pavement on Chalfont Road/Newbarn Lane. Access has been an issue for walkers as the verge is extremely muddy and churned up from the use by horse riders. Photographs will be taken of the issue. **(Action – Cllr Holder, Clerk)**
- X. INFORMATION ITEMS:** Volunteering for the Big Help Out has been communicated to the school children and work is organised for Sunday 8<sup>th</sup> May at 10.00am at Green Meadow. Work includes cleaning equipment, litter picking, repairs and maintenance.

The meeting closed at 9.00pm

**NEXT MEETING – The next Parish Council meeting will be held on Tuesday 6<sup>th</sup> June 2023 at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.**