**SEER GREEN PARISH COUNCIL**

**MINUTES OF PARISH COUNCIL MEETING**

**HELD ON WEDNESDAY 4TH JULY 2018 COMMENCING AT 7.30pm**

**Present:** Cllr M Thomas (Chairman), Cllr T Norton (Vice Chairman), Cllr Davison-Oakley (Treasurer), Cllr C Hughes, Cllr J Holder, Cllr J Forsaith, Cllr A Anderson and Cllr L Hungin

**In attendance:**  Mrs K Hawes

1. **OPEN SESSION:** No concerns or comments were raised during the Open Session
2. **Apologies for Absence:** Apologies were received from Cllr A Westlake, Mrs E Bates (Clerk)

**Approval of Minutes of the previous meeting:** The minutes were approved by Cllr C Hughes and Cllr J Forsaith and were duly signed as a correct record of the meeting.

**Update on Actions from the previous meeting:**

* A letter has been sent to Hodgemoor Riders Association asking them to remind their riders to use the grass verge where possible to avoid leaving horse manure on the pavement.
* A letter has been sent to the owner of the beech hedge on the boundary adjacent to Green Wood asking for the overhanging branches to be cut back.
* It was agreed that CCTV signs were not necessary in Green Wood as the wildlife camera placed there was monitoring the owl box.
* Scout Hut water supply: Affinity Water have supplied two maps of pipework leading to the Recreation Ground and Allotments, but these were inconclusive. It was agreed to contact Mr Adam Nicholls, who will be rebuilding the Scout Hut and ask him to verify the source of their water supply – **(Action - Cllr Hungin)**
* Disabled access to the Pavilion: A report has been received and costings will be sought. **(Action – Cllr Forsaith, Clerk).**

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

 **Risk inspections:** Cllr A Anderson completed the June Risk Inspection. Concern was

 raised again over the overgrown footpaths, particularly the section between Manor Road and the recreation ground. A hook for keeping the door open has been installed on the Pavilion door at child’s eye level which could be dangerous. The Montessori School will be contacted and asked to remove the hook and SGPC will replace it with one that is safe. **(Action – Cllr Anderson)**. On Sunday 1st July a hose-pipe running water was observed at the Allotments. The Allotment Association will be contacted to remind their members of the necessity of ensuring taps were turned off.  **(Action – Cllr Thomas).** A swing in Green Meadow was found wrapped over the top bar to shorten the length of the chains.  Cllr Norton will be conducting the July Inspection and Cllr Forsaith the one in August.

1. **HEALTH AND SAFETY:** There were no issues raised
2. **DECLARATIONS OF INTEREST:** There were no declarations of interest
3. **CORRESPONDENCE:**
* An alternative quotation to replace the broken metal pull-down screen for the art room at the Pavilion has been received from LOX Security and it was unanimously agreed to accept this quotation.
* A response was still awaited from David Stowe, Estate Manager at Chiltern District Council to the email SGPC sent in June requesting once again the listing of The Post Office premises as a Community Asset. A further email will be drafted to emphasise the efforts SGPC are making to preserve Post Office services for the community and to ask what further information we could supply in order to expedite this matter **(Action – Cllr Hungin)**. In this respect a letter has been received from The Post Office reiterating their interest in keeping the service going in Seer Green.
* Following a letter received from the Chalfonts Local Area Forum regarding funding for an MVAS, it was agreed that more information should be sought regarding the various options available. **(Action – Cllr Norton).**
* It was agreed unanimously to accept the offer of a further four years’ contract for Devolved Services without reduction in funding as from March 2019.
1. **FINANCE:**

 Payments amounting to: £2,540.50

 Income received: -

 The closing bank balances at 29th June 2018 totalled: £70,544.43

* **Review of Internal Audit report**: Not all Councillors had received the Internal Audit report or the forecast expenditure on the Long Term Plan and it was agreed that this should be re-circulated for comments. **(Action – Cllr Thomas)**.
* It was agreed to put the S137 payment of professional fees for the Community Asset nomination on hold until a response has been received from David Stowe (Estate Manager, CDC)
1. **PLANNING:**

Notices of new planning applications continue to be displayed on the notice- board and website.

 **Permitted**

 **CH/2018/0205/FA Waylands Farm, Rawlings Lane, Seer Green, HP9 2RQ**

Conversion to self-contained annexe.

1. **PRINCIPAL AGENDA ITEMS:**
2. CHAIRMAN’S COMMUNITY AWARD 2018. The Chairman announced the winner of the 2018 Community Award. The recipient will be informed and the announcement made in September 2018.
3. GDPR. The new SGPC policies on GDPR (General Data Protection Regulation) and Privacy were unanimously approved.
4. LOCAL AREA FUNDING: Youth Projects: Councillors Thomas, Davison-Oakley and Holder will circulate proposals for discussion during the August break with a view to submission by the end of August. **(Action – Cllr Thomas, Cllr Davison-Oakley, Cllr Holder).**

TRANSPORT SCHEMES: Cllr Thomas will circulate details of two proposals and the timeline by which these must be submitted. **(Action – Cllr Thomas)**

1. RECREATION GROUND ACTIVITIES: All Councillors to monitor activity over the summer months and report back to the September meeting for discussion and future action.
2. UPDATES ON OTHER MATTERS (Reports by exception)
3. JUBILEE HALL: Nothing to report
4. PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:

John Morris will be coming in August to carry out his Annual Survey of all the trees on land owned by the Parish Council and Cllr Hughes will report back. **(Action – Cllr Hughes).** Wicksteed attended a meeting at Green Meadow to review the ROSPA report on site. It is their opinion that the equipment is in good order overall, but that the surface underneath the swings needs attention plus the tiles under another piece of equipment have shrunk and the gaps need to be filled in. The CCTV annual maintenance has been rescheduled for 9th July. **(Action – Cllr Anderson).** The drainage of the Recreation ground will be progressed by Cllr Anderson for discussion at the September meeting. **(Action – Cllr Anderson).** A resident’s hedge on Bottom Lane needs to be checked for safety by the Local Area Technician. **(Action – Clerk, Cllr Forsaith)**

**X. INFORMATION ITEMS:** The newly-planted cherry tree in Green Meadow is dying through lack of water and one of our local contractors has started watering to try to revive.

The meeting closed at 9.30pm.

**NEXT MEETING – The next Parish Council meeting will be held on Wednesday, 5th September 2018, at 7.30pm in Seer Green Baptist Church in Wood Pond Close**