

SEER GREEN PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
HELD ON TUESDAY 4th OCTOBER 2022 AT 7.30pm

Present: Cllr L Hungin, Cllr J Holder, Cllr A Anderson, Cllr O Davison-Oakley, Cllr C Hughes and Cllr N Baddeley.

In attendance: Mr I Hawes, Mrs K Hawes and Mrs E Bates (Clerk)

I. OPEN SESSION: Mr & Mrs Hawes kindly offered to prepare the wooden soldiers again this year for Remembrance Sunday. They were thanked for this and all of the excellent work they continue to undertake around the village

II. APOLOGIES FOR ABSENCE: Cllr M Thomas and Cllr T Brewis

Approval of Minutes of the previous meeting: The minutes for the September meeting were approved by Cllr Holder and Cllr Davison-Oakley. The minutes were duly signed as a correct record of the meeting.

Update on Actions from Previous Meeting:

STAKEHOLDER	ACTION	STATUS
Baddeley	The deterioration of the pavement in Jubilee Walk was discussed and concerns were raised that remedial work could cause damage to the cherry tree roots. Further investigation has shown that the path is laid on a series of concrete blocks which are moving and causing the cracking/height issue and the recommendation was that it would be safer if the whole path was removed and replaced.	A site meeting has been held with D & H Saunders Surfacing & Groundworks and following their quotations it was agreed that the whole path should be replaced at a cost of £5,650. An application will be made to the Community Board (CB) with the Parish Council offering contributory funding of £600. A CB funding application will be raised. ACTION: NB
Pavilion Sub-Committee	An application for the Community Board will be prepared to replace the kitchen, refurbish the Referee's room with a toilet and mains drinking water and to provide disabled access to the building at the Pavilion.	WORK IN PROGRESS: It was agreed to design a new kitchen for the Pavilion which will be prepared in agreement with the owner of Little Ducklings. Three quotations will be requested. It was agreed to undertake a plumbing investigation to see whether a toilet could be plumbed into the Referees Room at the Pavilion. It was agreed to seek the advice of a disability access expert to discuss changes for the Pavilion to make it easier to access and use the building. ACTION: PSC
Hughes	The two holly trees were removed to ground level and a third had a crown lift behind the cemetery shed in preparation for the new composting and storage area.	WORK IN PROGRESS: A quotation was approved for a contractor to supply the materials and build the compost area. ACTION: CH
Hungin	Following the undetected leakage of water for a lengthy time costing £2,847.64, it was agreed to lodge a complaint with OFWAT in view of the fact Castle Water, the supplier	To lodge and pursue complaint with OFWAT against Castle Water at their failure to disclose the problem in a timely manner.

	were aware of the problem but failed to inform the Parish Council.	ACTION: LH
AA/Councillors	Following a number of complaints about inconsiderate parking by people attending football matches at the Recreation Ground. A new set of rules will be prepared for the football clubs for next season.	WORK IN PROGRESS: A new set of rules regarding the use of the Rec and car park to be circulated to Councillors prior to distribution to the team and spectators. ACTION – AA/COUNCILLORS
Anderson	Gate post behind the Pavilion is loose and making it difficult to shut the gate.	To be repaired. ACTION: AA
Thomas	UPDATE QUEEN’S PLATINUM JUBILEE COMMEMORATIVE TREES: A total of £3,130.74 was raised via the Crowd Funding initiative for the purchase of 2 specimen trees.	Order now needs to be placed and date for planting agreed with Glendale. However, provision for their aftercare, i.e., watering during Summer months over the next 3 years needs to be discussed and budgeted for. ACTION: MT/COUNCILLORS
Hungin	There was an issue with the toddler swing which was recently installed under warranty by Wicksteeds. They will be contacted to discuss a replacement.	WORK IN PROGRESS: Wicksteeds have been contacted and agreed to investigate the issues with the swing. ACTION: LH
Clerk	A section of the birdmouth fencing at the Cemetery is loose and needs repairing.	A local builder has been asked if they can replace the post. They are currently away until 10 Oct. ACTION: Clerk
Holder	The small sections of wooden trellis by the climbing roses in Jubilee Walk have fallen over.	Seer Green Gardeners will be notified. ACTION: JH
Hungin	A large dead tree trunk, without any visible means of support is hanging by the footpath to Jordans. This will be photographed and reported to the landowners.	Photograph to be taken and sent to the Clerk. ACTION: LH
Councillors	Councillors were asked to provide information on projects for the budget proposal for 2023/24.	Action - COUNCILLORS
Davison-Oakley/Holder	A statement on safeguarding will be prepared and circulated to Councillors for approval. The statement will be included on the website.	To be prepared. Action: ODO/JH/Clerk
ACTIONS/PROJECTS ON HOLD – AWAITING CLARIFICATION FROM BUCKS COUNCIL REGARDING FUNDING		
Thomas/Clerk	Following an application to Community Board, Bucks Council have sent a Project Initiation document to review the current double yellow lines with a view to extending them past the Jolly Cricketers Public House on both sides to keep the road accessible for buses, larger vehicles and emergency vehicles. It quotes an initial cost of £4,054.88 with anticipated future costs £5,128.17, totalling £9,183.05.	PENDING: The new Community Board Manager Liz Charter is investigating how the project can be progressed ASAP and asked whether the Parish Council were prepared to offer contributory funding. It was agreed that £1,000 which is over 10% of the project cost would be offered. ACTION: MT/Clerk

Hungin/Thomas	Grant from the Community Board for upgraded CCTV at the Pavilion so car registration numbers can be captured and better quality images obtained.	PENDING: Application for Community Board funding submitted requesting upgrade to CCTV at the Pavilion. The application is on hold due to a review of CCTV within our Community Board area. ACTION: LH/MT
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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 Davison-Oakley has completed the September Health and Safety inspection. Cllr Baddeley is due to complete the October inspection. **(Action - Cllr Baddeley)** The Allotment Association have sent their monthly inspection report.
- ii. **Maintenance issues identified and recommended actions:** The foliage of the tree in Jubilee Walk is obscuring the light. A quotation for this will be included in next programme of recommended tree work. **(Action - Cllr Hughes)** The missing cable ties which stops the birds landing above the swings will be replaced. **(Action - Cllr Holder, Clerk)** The schools internet cable cover which hangs between the school and Jubilee Hall has split and could fall. The school will be informed. **(Action - Cllr Holder)** The hose on the tap at the cemetery is leaking. Mr Hawes said he would kindly look at the issue and inform the Clerk if a plumber needs to be called. The gravel round the oak tree in the centre of the Cemetery needs weeding. **(Action - Cllr Hungin, Clerk)** A pyracantha hedge is overhanging footpath 16 at the rear of the Manor Crescent properties. The owner will try to be identified. **(Action - Cllr Holder)** The UPVC soffit has broken on the corner of the Pavilion nearest the sheds. It will be inspected for repair. **(Action – Pavilion Sub Committee)** The wooden edging on the path near the tri-table at the top end of Green Meadow needs repairing. **(Action – Clerk)** Soil needs reinstating in the rubber matting for the birds nest swings and spinner. **(Action – Clerk)** A tree root from a fallen tree was deemed to be a trip hazard and will be inspected. **(Action – Cllr Davison-Oakley, Cllr Hughes)**

IV. OTHER HEALTH AND SAFETY ISSUES: The defibrillators pads and batteries at the Pavilion and Jubilee Hall were all replaced in early October.

V. DECLARATION OF INTEREST: There were no declarations of interest.

VI. CORRESPONDENCE:

Two panels of the toddler playhouse in Green Meadow have been broken and the replacement parts have been requested under warranty. The new parts will be installed when received. **(Action – Clerk)**

A quotation of £1,120.00 has been received for a replacement noticeboard by the shops as the posts on the existing board have rotted. The quotation was approved in principle with the Parish Council able to fund £570 and an application will be made to Jordans Environment Trust to see if they can contribute funding of £550. **(Action – Cllr Davison-Oakley)**

The Wynnswick road streetlight which is now in the centre of an open driveway has been hit again by a vehicle. Enerveo attended on 20th September 2022, and found the column to be safe in the ground but they are not sure that this can be realigned as it may be bent underground. They suggest that this column is replaced and moved to a new location to avoid further incidents. They believe that the lantern, bracket and embellishment kit can all be reused. A quotation has been requested for a new column, disconnection and reconnection in a new location that has been agreed by the Parish Council. **(Action – Clerk)**

A four year contract (2023 – 2027) from Amersham Town Council for the Recreation Ground and Green Meadow grass cutting and separate devolved services work was approved as the Parish Council had been pleased with the quality of the work carried out over the last four years. **(Action – Clerk)**

VII. FINANCE:

From 7th September to 3rd October 2022:-

Payments amounting to:-

£4,858.59

Income received:-

£28,235.35

The closing bank balances at 30th September 2022 totalled:- £100,133.47

It was agreed to increase the tree budget for the next financial year.

VIII. PLANNING: Notices of new planning applications continue to be displayed on the noticeboard and website. Three planning applications were permitted during the past month.

IX. PRINCIPAL AGENDA ITEMS:

- i. **ANNUAL TREE SURVEY:** The Annual Arboricultural inspection report was reviewed and it was agreed to obtain a quotation for the programme of medium and high priority recommended work. It was also agreed to obtain a quotation to reduce the height of the trees at the Recreation Ground nearest the entrance to Manor Road. **(Action – Cllr Hughes)** However, as the tree budget has already been fully utilised for this financial year the residents will be informed that this non-urgent work will have to be planned and budgeted for in the future. **(Action – Clerk)** Ecoplug max was suggested as a product that could prevent regrowth on the ash tree stumps in Green Meadow. Further research will be undertaken on the product if the Parish Council decide to limit the regrowth. **(Action – Cllr Hughes)**
- ii. **SUPPORTING OUR GREEN SPACES:** A funding request application has been made to our Bucks Council Community Board for an environmental and bio-diversity study of Parish Council land to see how we could look after our environment better and enhance/protect wildlife. It was agreed that 10% contributory funding would be offered which would be £500 towards the £5,000 project. Support has been received for the project from local resident Mr C Vivian who is a Director of the Community Forest Trust. **(Action – Cllr Baddeley, Cllr Thomas)**

X. UPDATES ON OTHER MATTERS (Reports by Exception)

- i. **JUBILEE HALL:** The bollard in front of the hall has been reinstated after it had been knocked down. The next Jubilee Hall Committee meeting will be held on Thursday 20th October 2022.
- ii. **PAVILION:** A meeting was held with Little Ducklings to review the actions from the recent Fire Risk Assessment. A quotation for the outstanding boiler work will be requested from Heat Industrial. **(Action – Clerk)** The Pavilion Asset Register has been completed. Remedial work is needed to some of the internal fire doors including the addition of two foot operated fire bolts to the changing room doors. A local contractor will be asked if they can carry out this work. **(Action – Cllr Hungin)** It was agreed to remove the equipment from the Ref's room – Little Ducklings will be asked if they can make use of any of the filing cabinets or furniture. **(Action – Cllr Hungin)** There was an issue with the testing of one emergency light which will be raised with Holder Fire. **(Action – Cllr Hungin)** The showers are being used weekly and their use recorded to ensure no stagnant water is being left in the pipes. **(Action – Cllr Anderson)**
- iii. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** Following issues with pitch availability it was reported that two teams from Seer Green United have now found other sites for matches.

XI. INFORMATION ITEMS: No items were raised.

The meeting closed at 9.14pm

NEXT MEETING – The next Parish Council meeting will be held on Tuesday 1st November at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.