

SEER GREEN PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
HELD ON TUESDAY 10th JANUARY 2023 AT 7.30pm

Present: Cllr M Thomas, Cllr L Hungin, Cllr O Davison-Oakley, Cllr J Holder, Cllr A Anderson, Cllr N Baddeley and Cllr T Brewis.

In attendance: County Councillor Santokh Chhokar, County Councillor Jonathan Rush, Mrs K Hawes and Mrs E Bates (Clerk)

- I. OPEN SESSION:** The Chairman welcomed County Councillor Santokh Chhokar and County Councillor Jonathan Rush who are the Chairman and Vice Chairman of the Denham, Gerrards Cross and Chalfonts Community Board. They were pleased to report that the Parish Council's application for funding to resurface the path in Jubilee Walk has passed due diligence and will go to a final finance meeting at the end of January. It is the third year of the Community Board and they stated that they wanted to further understand local issues whilst providing support and recognition for community groups. If there are any local community groups in Seer Green that need support they recommend that they get in touch. The Community Board priorities are being reviewed and they asked the parish council to let them know in advance of their next meeting what is important for Seer Green. **(Action – Councillors)**
- II. APOLOGIES FOR ABSENCE:** Cllr C Hughes
- III. Approval of Minutes of the previous meeting:** The minutes for the December meeting were approved by Cllr Hungin and Cllr Baddeley. The minutes were duly signed as a correct record of the meeting.

Update on Actions from Previous Meeting:

| STAKEHOLDER | ACTION | STATUS |
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| 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 were aware of the problem but failed to inform the Parish Council. | ONGOING: To lodge and pursue complaint with OFWAT against Castle Water at their failure to disclose the problem in a timely manner. ACTION: LH |
| Anderson | 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 circulation to the visiting football teams. | OUTSTANDING: 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 |
| Anderson | Gate post behind the Pavilion is loose and making it difficult to shut the gate. | To be repaired. ACTION: AA |
| Holder | It was noted that the Pyracantha hedge at the rear of Manor Crescent is overhanging Footpath 16. | Owner to be identified and asked to prune it back off the footpath. ACTION: JH |
| Pavilion Committee | The UPVC soffit on the corner of the Pavilion nearest the sheds has broken and a section of cladding is loose. | Contractor to be asked to inspect the cracked UPVC soffit board and provide a quotation for its replacement. ACTION: MT |
| Holder | A quotation for £1,120 has been received for a replacement noticeboard by the shops as the posts on the existing board have rotted. | Quotation approved in principle with the Parish Council able to fund £570. An application submitted to a local charity to see if they might contribute the balance of £550. This |

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| | | will be discussed at their next meeting at end of February. ACTION: JH |
| Hungin/ Thomas | Removal of equipment from Ref's Room | Disposal of filing cabinets – to be posted on SG Buy & Sell for Free ACTION: LH/MT |
| Clerk | A cable on the corner of the Pavilion has been exposed. Following concerns over personal safety expressed by Little Ducklings staff, external lighting to be reviewed. | A quotation was approved from electrical company to carry out the work. ACTION: Clerk |
| Anderson | Internet not functioning properly at Pavilion seemingly because the current modem is faulty. | A new modem has been supplied by BT and needs to be installed. Meeting with Matrix to be arranged to get this done. ACTION: AA |
| Hungin | The Pavilion section of the Health and Safety Asset checklist needs updating. | Update to be carried out. ACTION: LH |
| Thomas/Davison-Oakley/ Hughes | The next newsletter will be scheduled to be printed after the three new trees have been planted to commemorate the Queen's Platinum Jubilee. Articles will be prepared on the Community Award (Action – Cllr Thomas), the increase to the precept (Action – Davison-Oakley) and the removal of the Jubilee Walk bin. (Action – Cllr Hughes) | Trees scheduled for planting on 30 th January so articles for next Newsletter to be prepared in readiness for early February publication. ACTION: MT/ODO/CH |
| ACTIONS/PROJECTS ON HOLD – AWAITING CLARIFICATION FROM BUCKS COUNCIL REGARDING FUNDING | | |
| 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. |
| Baddeley | Re the deterioration of the pavement in Jubilee Walk, a site meeting was 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 £5,650.00 | PENDING: Application made to the Community Board beginning of October with the Parish Council offering contributory funding of £600. Result of whether this has been successful is imminent. |
| Pavilion Committee | An application will be made to the Community Board funding for new kitchen and toilet facilities. In order to make an application for funding from the Community Board, 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. Additional cost would need to be factored 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 | PENDING: Whilst quotations will be obtained in anticipation, an application for funding will be put on hold until April 2023 at the start of the new Community Board funding year. |

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| | facilities then the logistics of disabled access will be explored at that time. | |
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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 Thomas has completed the December Health and Safety inspection and reported that no issues were found. Cllr Anderson is due to complete the January inspection. **(Action - Cllr Anderson)** The Allotment Association have sent their monthly inspection report and are obtaining a quotation to replace the gate post. The Allotment Agreement will be reviewed and if any changes are identified they will be sent to the Allotment Association Chairman before the AGM at the end of February so they can be sent out to tenants. **(Action – Cllr Thomas)**
- ii. **Maintenance issues identified and recommended actions:** All identified maintenance issues will be collated into a list for review in the spring. **(Action – Clerk)**
- iii. **Other Health and Safety Issues (not covered above):** No further issues were raised.

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

VI. CORRESPONDENCE:

The information for Seer Green was agreed for submission to the Settlement Review for the Local Plan for Buckinghamshire Evidence Base. **(Action – Clerk)**
 Following a series of safety concerns with traffic congestion, including the bus being unable to access the centre of the village, funding has now been given for Seer Green Area Parking Review. It was agreed that the review consultation will propose to extend the double yellow lines on Chalfont Road and double yellow lines will be introduced at the junction of Stable Lane and School Lane. Bucks Council will also be asked how the consultation can include all villagers as many residents that have been affected do not live near the junctions so may not receive the consultation. **(Action – Clerk)** The junction of Seer Mead was also raised as a concern which will be discussed with Bucks Council. **(Action – Cllr Thomas)**

VII. FINANCE:

From 7th December to 9th January 2023:-
 Payments amounting to:- £7,884.54
 Income received:- £2,502.16
 The closing bank balances at 6th January 2023 totalled:- £87,080.90

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

IX. PRINCIPAL AGENDA ITEMS:

- i. **NEWSLETTER 36:** The Community Award will hopefully be awarded at a community lunch on Tuesday 17th January. **(Action – Cllr Thomas, Cllr Holder)** The next newsletter will be scheduled to be printed after the three new trees have been planted to commemorate the Queen’s Platinum Jubilee.
- ii. **COMMUNITY BOARD FUNDED ENVIRONMENTAL & BIODIVERSITY STUDY:** Following the successful grant application from the Bucks Council Community Board for an environmental and bio-diversity study of Parish Council land, three organisations have presented their scope, work envisaged and timescales for the project. It was agreed to proceed with the proposal from Future Nature Watch as it was felt that they had understood the local requirements, that they already are working in the village (BBOWT look after the Long Grove Wood Nature Reserve), that they have a relationship with Buckinghamshire Council and also that they were able to help us in locating potential funding for future deliverables. They will be asked to present in further detail to the Parish Council at the February meeting. **(Action – Cllr Baddeley, Cllr Thomas)** The other two companies will be informed of the decision. **(Action – Cllr Baddeley)**

X. UPDATES ON OTHER MATTERS (Reports by Exception)

- i. **JUBILEE HALL:** A new licence for the school will be prepared for April 2023 and it is proposed that the school rent will be increased from September 2024. The School’s girls’ toilets were repaired

and redecorated during the Christmas holidays.

Review of the half year accounts and 2023/24 budget: Following an exceptionally high increase in the gas, the budget for 2023/24 was revised and it was resolved to approve the new budget.

- ii. **PAVILION:** The Pavilion Sub Committee have carried out their quarterly inspection and found the building to be in good condition. During that inspection it was noted that the tenant was using the adult Changing Rooms which are not included in the existing lease. Contact had been made with our solicitors to establish if the introduction of a Deed of Variation or new letting arrangements would be appropriate. **(Action – Cllr Hungin)** It was also agreed that a letter would be written to the tenant regarding the use of areas outside the terms of the current lease and agreeing how this can be managed going forward but that H&S requirements are strictly adhered to in the meantime. **(Action – Cllr Hungin)** Further identified issues will be followed up by the Pavilion Sub Committee. **(Action – Pavilion Sub Committee)**
- iii. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** The water supply to the Recreation Ground will be checked against the last invoice. **(Action – Cllr Anderson, Clerk)** The tree work identified by the annual arboricultural inspection will be carried out on 27/28 February 2023.

XI. INFORMATION ITEMS: Positive feedback had been received about the village Christmas tree.

The meeting closed at 9.30pm

NEXT MEETING – The next Parish Council meeting will be held on Tuesday 7th February 2023 at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.