

**SEER GREEN PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
HELD ON TUESDAY 3RD OCTOBER 2023 AT 7.30pm**

Present: Cllr L Hungin, Cllr J Holder, Cllr T Brewis, Cllr N Baddeley, Cllr D Tryon, Cllr C Hughes and Cllr A Anderson.

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

I. OPEN SESSION: ?

II. APOLOGIES FOR ABSENCE: Cllr M Thomas and Cllr O Davison-Oakley.

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

Update on Actions from Previous Meeting:

STAKEHOLDER	ACTION	STATUS
Brewis	Following a 20% increase in insurance premium for 2023/24 it was agreed to review the cost of replacing the Parish Council's assets and buildings.	ONGOING: Current asset list to fully document all of the Parish assets and then organise a full valuation for replacement etc. ACTION: TB
Brewis	Surveys sent out to Councillors in order to assess what functionality they would require any new website to provide.	PENDING: Responses received and recommendations report for a system upgrade and redesign to be presented at the next meeting. ACTION: TB
Hungin	Outline Planning Permission - Oldefields Equestrian Centre. An outline application at Oldefields Equestrian Centre) had been permitted even though the Parish Council had raised concerns over the size of the structure and flooding.	ONGOING: Letter to be sent to Steve Bambrick, Cabinet Minister for Planning to clarify whether Planning needs to liaise with Parish Councils when objections are raised about a planning application. Carl Jackson will be contacted to see if he can inform such a letter. ACTION: LH
Anderson	The tiled flooring in the shower room at the Pavilion has become loose.	Arrangements will be made to have it fixed and resealed. ACTION: AA
Clerk/Thomas	An update needs to be made to Bucks Building Society deposit account mandate to include Cllr Thomas.	ACTION: The mandate will be changed when a visit can be made to the branch. ACTION: MT/CLERK
Clerk/Thomas	It was agreed to contact a local decorator to see if the metal work on the Tri-Tables in Green Meadow could be treated for rust and repainted and also the fence at the side of the cemetery shed could be treated.	ACTION: A contractor has been asked to carry out the work to the tri-tables. The paint will be ordered. ACTION: MT
Anderson	Replacement boot brushes will be ordered and fitted at the Recreation Ground. Plastic paving will also be placed underneath.	ACTION: Boot brushes will be ordered and the work will be carried out. ACTION: AA
Baddeley	Seer Green Gardeners would like to plant spring and summer flowering bulbs in Jubilee Walk. Future Nature Watch were contacted for their recommendations.	ACTION: A suggested scheme will be discussed at the next meeting. ACTION: NB

Baddeley	It was felt that the MVAS does help remind drivers of their speed and was needed permanently at both locations so the Community Board will be asked if they would be prepared to help fund an additional post and solar powered MVAS to be kept permanently on Long Bottom Lane.	ACTION: Quotations will be sought and an application made to the Community Board. ACTION: NB
Anderson	A new draft of football terms and conditions have been prepared which are being discussed and finalised with Seer Green United. Once agreed, the final draft will be confirmed and circulated to the council for approval.	ACTION: The draft is being updated and will be circulated to Councillors. ACTION: AA
Hughes	The Allotment Association also said that the trees on the right as you enter the allotments need trimming. These will be included in the Annual Arboricultural inspection in September.	ACTION: The area has been inspected by the Arboriculturist and will be discussed at the October meeting.
Hungin	The cricket nets had been damaged and need repairing and reinstating. Jordans Taverners Cricket Club, who own the nets, will be asked what they would like to do with the nets and will be asked if the Parish Council could possibly pay for the repair and reinstatement of the nets.	ACTION: LH
Tryon	Concern was raised about the dying cherry tree at the entrance to Hearn's Meadow. This has previously been raised with Bucks Highways who were going to arrange to have the arboriculturist inspect the tree. Another report will be made on Fix My Street as a dead, detached branch is now hanging from the tree.	ONGOING: Contact will be made with the Bucks LAT to follow up. ACTION Clerk
Hughes	A resident whose garden runs alongside Green Meadow has asked if the height of the trees that border their property could be reviewed. This will be done during the arboricultural inspection.	Action: A meeting has been held with the resident and the trees have been inspected and will be discussed at the October Meeting.
Clerk	The Jubilee Hall accounts have been inspected, after adjustments due to calculations of utility bills from a prior year a loss of £3,518.00 was recorded due to the significantly increased cost for gas and electricity. New energy contracts have now been put in place alongside a remote management system for the heating and hot water. The accounts were unanimously approved. The accounts and Chairman's report will now be submitted to the Charity Commission.	Action: The Charities Commission have upgraded to a new website and the accounts cannot be filed for 130 days. ACTION Clerk
Clerk	Jubilee Hall - The water meter has been located (buried under roots and earth) by	A new meter has been installed – awaiting photographic evidence

	the water board and a high water bill has been received which is being queried.	from the old meter that the reading was correct.
ACTIONS/PROJECTS ON HOLD – AWAITING CLARIFICATION FROM BUCKS COUNCIL REGARDING FUNDING		
Pavilion Committee	Application for Community Board funding for extra Pavilion toilet facilities. It was agreed to obtain quotations for plumbing to facilitate the creation of a toilet and basin in what is currently the Ref's Room. It will be questioned whether the room is large enough to accommodate a disabled toilet. If it is possible to provide disabled facilities then the logistics of disabled access will be explored at that time.	ACTION: Quotations to be obtained for the provision of a toilet and basin in what is currently the Ref's room. Suitability for disabled access to be discussed at the time. ACTION: LH/MT

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 Anderson 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 reports for September which stated that?.
- ii. **Maintenance issues identified and recommended actions:** ?
- iii. **Other Health and Safety Issues (not covered above):** ?

IV. DECLARATION OF INTEREST: No declarations were made.

V. CORRESPONDENCE:
?

VI. FINANCE:

From 5th September 2023 to 30th September 2023:-

Payments amounting to:-	£12,986.78
Income received:-	£33,307.82
The closing bank balances at 30 th September 2023 totalled:-	£111,830.29

i. Contracts: ?

VII. PLANNING: Notices of new planning applications continue to be displayed on the noticeboard and website. One planning application was refused and one was withdrawn during the past month.

VIII. PRINCIPAL AGENDA ITEMS:

- i. **PARISH COUNCIL WEBSITE:** ?
- ii. **COMMUNITY AWARD:** There have been several excellent nominations for the Chairman's community award which were discussed at the meeting. It was agreed that there should only be one winner so Councillors will send their views for consideration to Cllr Hungin for a recommendation to the Chairman. **(Action – All Councillors)**
- iii. **ANNUAL TREE SURVEY:** ?

IX. UPDATES ON OTHER MATTERS (Reports by Exception)

- i. **JUBILEE HALL:** The Jubilee Hall Committee meeting was held on 21st September. ?
- ii. **PAVILION:** ?
- iii. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:**

X. INFORMATION ITEMS: ?

The meeting closed at 9.pm

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