

**SEER GREEN PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING  
HELD ON TUESDAY 4th JULY 2023 AT 7.30pm**

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

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

**I. OPEN SESSION:** Cllr Jackson reported that Bucks Council are aware that the road surface on Bayne Hill had started to fail following resurfacing in 2012 and 2020. A scheme for a full repair is being planned for 2024.

**II. APOLOGIES FOR ABSENCE:** Cllr M Thomas.

**Approval of Minutes of the previous meeting:** The minutes for the June meeting were approved by Cllr Davison-Oakley and Cllr Holder. 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.	<b>ONGOING:</b> Current asset list to fully document all of the Parish assets and then organise a full valuation for replacement etc. <b>ACTION: TB</b>
Brewis	Surveys sent out to Councillors in order to assess what functionality they would require any new website to provide.	<b>PENDING:</b> Responses received and recommendations report to be compiled for discussion. <b>ACTION: TB</b>
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.	<b>ONGOING:</b> 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. <b>ACTION: LH</b>
Anderson	The tiled flooring in the shower room at the Pavilion has become loose.	Arrangements will be made to have it fixed and resealed. <b>ACTION: AA</b>
Anderson	CCTV not working properly.	Matrix have been contacted for an engineer to attend. <b>ACTION: AA</b>
Hungin	The upgrade to the CCTV needs to be progressed.	Phone call to be made to Matrix to discuss upgrade. <b>ACTION: LH</b>
<b>ACTIONS/PROJECTS ON HOLD – AWAITING CLARIFICATION FROM BUCKS COUNCIL REGARDING FUNDING</b>		
Pavilion Committee	<b>Application for Community Board funding for extra Pavilion toilet facilities.</b> 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.	<b>ACTION:</b> 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. <b>ACTION: LH/MT</b>

**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 Holder has completed the June Health and Safety inspection. Cllr Davison-Oakley is due to complete the July inspection. **(Action - Cllr Davison-Oakley)** The Allotment Association have sent their monthly inspection report which stated that there were no issues to report, that the allotments were productive and that the new tenants were doing well.
- ii. **Maintenance issues identified and recommended actions:** 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 – Clerk)** Replacement boot brushes will be ordered and fitted at the Recreation Ground. Plastic paving will also be placed underneath. **(Action – Cllr Anderson)**
- iii. **Other Health and Safety Issues (not covered above):** Hogweed had been reported at the Recreation Ground and it was uncertain if this was Giant Hogweed which can cause skin burns if touching the sap. Further photographs and measurements will be taken of the plant and sent to Future Nature Watch for identification. **(Action – Clerk, Cllr Hughes)**

**IV. DECLARATION OF INTEREST:** No declarations were made.

**V. CORRESPONDENCE:**

Bucks Council Devolution Team sent a final signed copy of the extended devolved services agreement covering 2023/24.

Seer Green Gardeners would like to plant spring and summer flowering bulbs in Jubilee Walk. Future Nature Watch will be contacted to find out what bulbs they recommend. **(Action – Cllr Baddeley)**

A resident had requested that the Mobile Vehicle Activated sign (MVAS) was moved from School Lane to Long Bottom Lane during the school holidays from 21<sup>st</sup> July until 4<sup>th</sup> September. It was agreed that Chalfont St Giles Parish Council will be asked if they can move the post. **(Action – Clerk)** 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 – Cllr Baddeley)**

**VI. FINANCE:**

From 6<sup>th</sup> June 2023 to 3<sup>rd</sup> July 2023:-

Payments amounting to:- £4,159.12

Income received:- £3,118.47

The closing bank balances at 2<sup>nd</sup> July 2023 totalled:- £108,391.28

Three quotations have been obtained for a new kitchen with appliances at the Pavilion. The quotation for the Howdens kitchen was agreed to be the most cost effective option. The detailed quotations will be circulated. **(Action – Cllr Hungin)** A separate quotation for fitting the kitchen had been requested. **(Action – Cllr Hungin)** It was agreed to transfer a further £5,000 to the Pavilion earmarked reserves for the kitchen refurbishment and replacement floor covering. An estimate from Heat Industrial to change the boiler plumbing at the Pavilion to provide space for a removable worktop was approved and the work will be arranged. **(Action – Clerk)**

- i. **To review the Jubilee Hall Accounts:** The Jubilee Hall accounts have been prepared which showed a loss for the year of £3,968.00 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. Mr J Maddox will be asked if he will inspect the accounts before they are submitted to the Charity Commission. **(Action – Clerk)**

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

**VIII. PRINCIPAL AGENDA ITEMS:**

- i. **FOOTBALL TERMS AND CONDITIONS:** 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 – Cllr Anderson)**
- ii. **NEWSLETTER:** The next edition of the Newsletter is being prepared. It was agreed to include an update on the yellow line consultation, details on the Community Board and a 'Road' update. **(Action – Cllr Holder, Cllr Baddeley, Clerk).**

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

- i. **JUBILEE HALL:** It has been arranged to fit a smart meter for the electricity. Castle Water had been asking for a meter reading but when lifting the drain cover the meter could not be found as it was buried under mud and roots. Castle Water have agreed to dig out the meter chamber and repair it so that a reading can be taken. The main floor hall had shown signs of damage due to excess water swelling the underfloor concrete. A flooring company will be contacted to see if they can carry out a repair over the summer holidays. **(Action – Clerk)**
- ii. **PAVILION:** The rent increase for the Pavilion was agreed by the owner of Little Duckling Nursery.
- iii. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** Overgrown hedges continue to be an issue on Chalfont Road and Church Road. The households concerned will be contacted to cut back their foliage. **(Action – Clerk)** A resident had previously been contacted about their overgrown hedge on Orchard Road which is blocking the use of the pavement. Although they have cut it back it continues to be an issue so a letter will be sent with photographs of the concerns. **(Action – Cllr Holder, Clerk)** Concern was raised about insect holes appearing in the leaves of the new Acer tree in Green Meadow. The photographs will be discussed and reported to the nursery that supplied the trees. **(Action – Cllr Hungin)**

- X. **INFORMATION ITEMS:** Notices of upcoming events have been removed from the two village noticeboards. It was confirmed that these have not been removed by the Parish Council.

The meeting closed at 8.46pm

**NEXT MEETING – The next Parish Council meeting will be held on Tuesday 5<sup>th</sup> September 2023 at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.**