SEER GREEN PARISH COUNCIL

**MINUTES OF PARISH COUNCIL MEETING**

**HELD ON TUESDAY 1st MARCH 2022 AT 7.30pm**

**Present:** Cllr M Thomas, Cllr T Norton, Cllr J Holder, Cllr C Hughes, Cllr O Davison-Oakley, Cllr L Hungin, Cllr N Baddeley and Cllr T Brewis.

**In attendance**: None

1. **OPEN SESSION**: There were no attendees for the open session.
2. **APOLOGIES FOR ABSENCE:** Cllr A Anderson, Mrs E Bates (Clerk)

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

 **Update on Actions from Previous Meeting:**

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| **STAKEHOLDER** | ACTION | **STATUS** |
| Thomas | To contact Buckinghamshire Council regarding parking issues around the Public House following installation of the double yellow lines in the village centre from a scheme designed by the Schemes Engineer from Transport for Bucks. | **PENDING:** Application for Community Board Funding under the category ‘Transport/Highways Project Application’ has been submitted requesting funding to address the parking problem along Chalfont Road. Feedback from Transport for Bucks scheduled in January but still no update. **ACTION: MT** |
|  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** |
| Thomas | Quotation to be obtained for the repainting of gates, fences, etc. as identified in the Village Maintenance list discussed at the meeting. | **OUTSTANDING**: Quotation still needs to be obtained but poor weather has delayed this work. **ACTION: MT** |
| Thomas | To submit an order for three benches with back rests and arms, together with plaques in the case of the Lofty Memorial & JET benches and arrange fitting thereof. | **PENDING**: Order for 3 benches placed with delivery and installation scheduled mid-March.**ACTION: MT** |
| Anderson | Ground in front of the benches is being eroded and paving was suggested.  | **ONGOING**: Cllr Anderson reported that he had some grasscrete left from the boot wipers which could be used. The work will be carried out in March when grass can be sown.  **ACTION: AA** |
| Norton | It was noted that there was a dip in Green Meadow where the Youth Shelter once stood.  | **ONGOING**: A cost will be obtained for filling in the area with soil and also for adding top soil to the hole at the Recreation Ground which has been filled with hard core. The work will be carried out in March when grass can be sown. **ACTION: AA** |
| Hughes/Clerk | Concerns about the pavement in Jubilee Walk were discussed and it was agreed to get a quotation for the repair. | **OUTSTANDING**: Following an inspection concern was raised that remedial work could cause damage to the cherry tree roots. A tree contractor will be consulted regarding the cherry tree roots that are lifting the tarmac pathway. **ACTION – CH** |
| 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. | **OUTSTANDING**: Quotations for the work need to be obtained.**ACTION – PAVILION SUB COMMITTEE** |
| Hungin | It has been agreed that the decorator, Mr Tabara will return to rectify work not carried out to a satisfactory standard at the Pavilion. | **ONGOING**: Mr Tabara is due to return to the Pavilion on the weekend of 5th/6th March to rectify poor workmanship.**ACTION: LH** |
| Norton | The chains on the swing seats on the junior swings were measured and found to be borderline to regulations. Clerk to be asked to obtain quotation from Kompan and Wicksteed for a replacement. | Quotations were reviewed and it was decided to ask Kompan to carry out this work.**ACTION: Clerk** |
| Thomas | **THE QUEEN’S PLATINUM JUBILEE:** As there appeared to be little appetite for any community inclusive celebrations, a suggestion was made to update the Jubilee Trail commemorating the Queen’s Golden Jubilee in June 2002. | **ONGOING**: Proposal for Platinum Jubilee Trail to be discussed as a main Agenda item and further action agreed.**ACTION: COUNCILLORS/NB** |
| Pavilion Committee | The water safety document was reviewed and questions were raised as to whether all plumbing recommendations were completed.  | **OUTSTANDING**: Recommendations made by Heat Industrial to be discussed as a main Agenda item and any resulting action agreed.**Action – AA** |
| Clerk | It was noted a barbed wire fence recently installed by a neighbouring landowner on the Recreation Ground border might pose a safety risk to Recreation Ground users. A request is to be made for the barbed wire to be replaced by smooth wire. | **PENDING:** Request has been made and agreed upon. The work should be carried out shortly.**ACTION – Clerk** |
| Hughes/Thomas | It was agreed to investigate the possibility of a specimen tree being planted in Green Meadow to commemorate the Queen’s Platinum Jubilee. The tree to be financed by crowd funding. | **ONGOING:** A meeting was held with Deric Newman of Civic Trees who will be providing recommendations of suitable species and costings. Once quotation received a ‘crowd funding’ initiative will be launched.**ACTION – CH, MT & JH** |

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

**lll. MONTHLY RISK INSPECTIONS:**

1. **Health and Safety Issues identified and recommended actions**: Cllr Baddeley has completed the February Health and Safety inspection. Cllr Hughes is due to complete the March inspection**. (Action – Cllr Hughes)** The Allotment Association have sent their monthly inspection report and noted that there had been damage from the recent storms and repairs to damaged greenhouses were being made.
2. **Maintenance issues identified and recommended actions**: Any maintenance issues noted were mostly due to the recent storms. Streetlight no.52 on Drovers Way needs replacing. Shackles on birds’ nest swing needs to be looked at**.** Trees down in Green Wood have been removed from the path and logs left in piles. Allotment report notes greenhouse has been blown down. Fence in Jubilee Walk owned by the Three Horseshoes Public House not very stable.

**lV. OTHER HEALTH AND SAFETY ISSUES:** Cllr Hughes raised concerns about Avian flu at the

 allotments because of chickens kept there. Cllr Thomas to contact Seer Green Allotment Association

 with regard to this. **(Action: Cllr Thomas)**

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

 **Vl. CORRESPONDENCE:** CPRE Membership renewal at £36 approved. **(Action – Clerk)** Email from Manor Road residents regarding the height of the trees, causing loss of light and worry about storm damage, near their property bordering the Rec. Cllr Hughes to ask the Arboriculturalist to look at these trees when the next Tree Survey is done. Clerk will inform the residents of this decision. **(Action – Cllr Hughes and Clerk)** Email from resident suggesting that a real Christmas tree is planted rather than the cut one, and that he would be happy to fundraise for old red telephone boxed to be used to house the defibrillators or book exchanges. The Parish Council do not own the green which is used for other activities. The Defibrillators need electricity and easy access which their current locations provide. **(Action – Clerk)** Request from Little Ducklings for an asbestos survey which was agreed. **(Action – Clerk)** Request from Seer Green United for the rear of the Pavilion to be cleared and concreted and for Little Ducklings to be asked not to leave their refuse bins immediately behind the gate as they are heavy to move. **(Action – Clerk)**

 A quotation from Enervo to replace the streetlight lantern No. 52 on Drovers Way has been received. It was unanimously decided that the figure for a modern light of approximately £450 should be approved. **(Action – Clerk)**

A quotation from Kompan to replace two flat swing seat chains at £597.20 plus VAT was approved. **(Action – Clerk)**

A quotation from Whyte and Sickenger for storm tree damage at £1820 was approved. **(Action- Cllr Hughes and Clerk)**

 **Vll. Finance:**

 From 2nd February 2022 to 1st March 2022:-

 Payments amounting to:- £2,935.11

 Income received:- £3,648.96

 The closing bank balances at 28th February 2022 totalled:- £72,340.45

1. **To discuss Pavilion energy:** The fixed energy tariff has ended and we are now on a variable rate. It was agreed to continue on this for the foreseeable future until a better rate became available.
2. **Appointment of Internal Auditor:** It was agreed to appoint Mr E Newhouse as internal auditor for the 2020/21 accounts. **(Action – Clerk)**
3. **Clerk’s Salary:** A closed minute was recorded and submitted for the Clerk’s Salary.

**VIII. Planning**: Notices of new planning applications continue to be displayed on the noticeboard and website. Four planning applications were permitted during the past month. Planning application PL/22/0220/FA - Land Lying to the South of 112, Chalfont Road, Seer Green - New vehicular access from Park Place was discussed in full and it was decided to contact the owner in the first instance in order to understand his reasons for the proposal rather than putting in a letter immediately to planning. **(Action – Clerk)**

 Concerns were raised over the sale of HB house and proposed changes to the use for the building was noted although, until planning has been applied for, there is nothing that the Parish Council can do. However, Cllr Hungin will contact the Planning Department to make exploratory enquiries. **(Action – Cllr Hungin)**

**IX. PRINCIPAL AGENDA ITEMS:**

1. **QUEENS PLATINUM JUBILEE:** Cllr Baddeley outlined the plans for three Platinum Jubilee walks which take the form of treasure hunts and are aimed at families with children. These should be ready for the Queen’s Jubilee Bank Holiday. Cllr Holder agreed to assist Cllr Baddeley in this project. **(Action - Cllr Baddeley and Cllr Holder)**
2. **queen’s platinum jubilee CROWD FUNDED tree:** A thorough discussion with regard to the Jubilee Tree concluded with the decision to go for crowd funding for one or possibly two specimen trees to be planted later in the year. The size preferred would by 20-25cm girth. It was decided that the first tree would be planted near to the felled ash trees in Green Meadow and that a second tree would be planted in the Rec to replace the goat willow which came down in the storms. **(Action – Cllr Thomas, Cllr Hughes, Cllr Holder)**
3. **COUNCILLOR ROLES AND RESPONSIBILITIES:** Cllr Thomas had previously circulated the Roles and Responsibilities document and asked for comments. Cllr Baddeley offered to shadow Cllr Davison-Oakley as Treasurer. Cllr Brewis offered to take on joint responsibility with Cllr Anderson for Technology, with particular focus on website management.
4. **BUILDING WATER SAFETY REGULATIONS:** In the absence of Cllr Anderson, this Agenda item was deferred and will be discussed at the next meeting. This will cover Legionella requirements.

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

1. **JUBILEE HALL:** Some minor repairs have been undertaken in addition to the replacement of two fire doors to the John Orme room. The hall is in good condition.
2. **PAVILION:** Mr Tabara has agreed to re-do some of the decorating in areas where his work was found to be of an unacceptable standard. This will take place on the weekend of 5th/6th March. Mr Adam Nicholls as an impartial observer will admit Mr Tabara to the Pavilion and check the finished work for quality. A number of councillors have agreed to meet to help Little Ducklings clear the rooms to be decorated and then put everything back on completion. Mr Tabara has now agreed to offset his court fee against the work not done. The money for the work will go directly to Mr Tabara’s bank account and not that of a sub-contractor.
3. **PARISH COUNCIL PROPERTIES, open spaces AND SERVICES:** The cherry trees at the entrances to the village need a circular area cut out, the grass therein removed and mulch applied. It was suggested that Seer Green Gardeners might be asked if they would do this work. **(Action – Clerk)** Roadworks by Transport for Bucks is planned from 7th March on Rawlings Lane and Bottom Lane.

It was agreed that meetings will continue in person, but if Covid numbers increase significantly, they will take place by Zoom.

**XI. information items:** On Sunday 12th June Holy Trinity will be celebrating their 175th birthday.

The meeting closed at 9.37pm

**Next Meeting – The next Parish Council meeting will be held on Tuesday 5th April 2022, at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.**