SEER GREEN PARISH COUNCIL

**MINUTES OF PARISH COUNCIL MEETING**

**HELD ON TUESDAY 5th APRIL 2022 AT 7.30pm**

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

**In attendance**: Cllr C Jackson, Mrs E Bates (Clerk)

1. **OPEN SESSION**: County Cllr Carl Jackson said that he had come to the meeting to listen and understand any concerns the Parish Council may have. The Community Board budget has been slashed to £140,000 and each project will require contributory funding. The last Wellbeing and Safety Action Group meeting indicated that there would be support for a project refurbishing the Pavilion.
2. **APOLOGIES FOR ABSENCE:** Cllr M Thomas.

 **Approval of Minutes of the previous meeting:**  The minutes for the March meeting were approved by Cllr Holder and Cllr Brewis. 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. The applications have been ‘parked’ by Bucks Council until May. **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 and will not be reviewed until May at the earliest. **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** |
| 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** |
| Anderson | 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 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**: A specification needs to be prepared and quotations for the work need to be obtained.**ACTION – PAVILION SUB COMMITTEE** |
| Pavilion Sub-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** |
| Hughes/Thomas/Holder | It was agreed to plant one or possibly two specimen trees to commemorate the Queen’s Platinum Jubilee. The trees could be financed by crowd funding. The size preferred would by 20-25cm girth and they would be planted later in the year. | **ONGOING:** 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. Once quotations have been received then 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 Hughes has completed the March Health and Safety inspection. Several trees came down during the recent storms which have now been dealt with. There was a suggestion that the trunks of the Goat Willow tree on the Recreation Ground could be left as seating and for children to play on. The safety of these trunks will be inspected. **(Action – Cllr Holder)** Cllr Thomas is due to complete the April inspection**. (Action – Cllr Thomas)** The Allotment Association have sent their monthly inspection report and noted that there are four tenants that have not started work on their allotments this year. They are encouraging them to either commence work or relinquish tenancy.
2. **Maintenance issues identified and recommended actions**: It had been noticed that the paint had started to lift on the noticeboard at the Recreation Ground. The posts will be inspection and a recommended course of action made. **(Action: Cllr Baddeley, Cllr Brewis, Clerk)**
3. **Annual Green Meadow Playground inspection:** It was agreed to order an accompanied inspection with Wicksteed for Green Meadow and the Outdoor Gym at the Rec. **(Action – Clerk)**

**lV. OTHER HEALTH AND SAFETY ISSUES:** The rubberised path at the entrance to Green Meadow near Stable Lane has started to lift which may cause a trip hazard. Playtop, the company who installed the path will be asked for a quotation to resolve the issue. **(Action: Clerk)** Concern was raised about the deteriorating surface of Stable Lane. The Bucks Local Area Technician had been to inspect the surface and said that unfortunately it doesn’t meet the requirements for immediate intervention for repairs just yet but he will monitor the surface.

 **V. DECLARATION OF INTEREST:** Cllr Anderson made a declaration of interest about football at the Recreation Ground.

 **Vl. CORRESPONDENCE:**

 A letter had been received from Lloyds Bank to say that the Beaconsfield branch is closing on 29th June 2022. A letter will be prepared to retrieve the Parish Council documents that are stored in the custody of their safe. **(Action – Clerk, Cllr Hughes)**

 A number of complaints had been received about inconsiderate parking by people attending football matches at the Recreation Ground. Seer Green United (SGU) and Seer Green Adult Football club have repeatedly reminded their players and visiting teams how to park considerately. SGU have been advised that they should not have any matches whilst the adult team are at the Recreation Ground. A new set of rules will be prepared for the next season. **(Action Cllr Anderson, Councillors)**

 A resident contacted the council after part of a tree fell into their garden from Green Wood. A contractor was contacted to clear the tree and this matter has now been resolved.

 A Pavilion Asbestos Survey had been received showing that was no detection of asbestos.

A quotation was approved to remove two holly trees to ground level and crown lift a third behind the cemetery shed. **(Action – Cllr Hughes)**

 **Vll. Finance:**

 From 2nd March 2022 to 31st March 2022:-

 Payments amounting to:- £19,580.51

 Income received:- £4,231.05

 The closing bank balances at 31st March totalled:- £58,369.29

1. **Little Ducklings Rent:** It was unanimously agreed to increase the rent for Little Ducklings by 4.5% from September 2022. A letter will be sent to the owner. **(Action – Cllr Hungin)**
2. **Clerk Pension:** A closed minute was recorded for the Clerks pension. **(Action – Cllr Davison-Oakley)**
3. **Recreation Ground leaked water:** The Parish Council have now paid for the £2,847.64 of leaked water to the Scout Hut. Castle Water have not responded to the correspondence on the matter and the insurers were told that they are maintaining that for cover to apply it must be reported within 30 days regardless of circumstances even though they were aware of the leak which happened during lockdown and did not inform the Council. It was agreed to lodge a complaint to OFWAT. **(Action – Cllr Hungin)** The Scouts will also be advised of the situation. **(Action – Clerk)**

**VIII. Planning**: Notices of new planning applications continue to be displayed on the noticeboard and website. 7 planning applications were permitted and one application was withdrawn during the past month.

**IX. PRINCIPAL AGENDA ITEMS:**

1. **QUEENS PLATINUM JUBILEE:** Three Platinum Jubilee walks are being prepared which take the form of treasure hunts and are aimed at families with children. A local historian has been asked to prepare a description for the walks which should be ready for the Queen’s Jubilee Bank Holiday. **(Action - Cllr Baddeley, Cllr Holder)**
2. **BUILDING WATER SAFETY REGULATIONS:** After a councillor inspection the Pavilion was deemed to have met the requirements for water safety. A report on the findings will be circulated. **(Action – Cllr Anderson)**

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

1. **JUBILEE HALL:** The next Jubilee Hall Sub-Committee meeting will be held on 19th May where a quotation to resolve the flooding in the Preschool garden will be discussed.
2. **PAVILION:** The decorating has been completed and the contractor has been paid. Little Ducklings have put in a request to install a shed in their play area.

The Pavilion Sub-Committee will specify the project for the refurbishment of the kitchen, referees room and the installation of disabled access and obtain quotations for the work. A grant application will also be made to the Community Board for a contribution towards this project. **(Action – Cllr Hungin, Cllr Thomas)** The new blinds for the Baby Room doors will be installed next week. **(Action – Cllr Hungin)**

1. **PARISH COUNCIL PROPERTIES, open spaces AND SERVICES:** Following the installation of replacement swing chains on the junior swings in Green Meadow there was an accident when a child was injured. Kompan, who carried out the repair, acknowledged that the accident was caused because the equipment was not correctly installed and have committed to retraining their engineer. Kompan is in direct contact with the child’s parents.

Soil will be ordered to top up the graves in the cemetery and for other projects on Parish Council land. **(Action – Clerk)**

It was agreed to request a quotation for a swan neck streetlight lantern to replace the obsolete light number 10 on the corner of Highlands Road and Orchard Road. **(Action – Clerk)**

Improvements for the entrance and triangle on Bottom Lane from Longbottom were suggested. Councillors were asked to review the area to discuss a possible request to the Transport Community Board. **(Action – Councillors)**

**XI. information items:** A charity football match is being organised for Sunday 24th April. Jordans Taverners Cricket Club are considering the possibility of returning to the Recreation Ground in two season’s time.

The meeting closed at 9.47pm

**Next Meeting – The Parish Council AGM meeting will be held on Tuesday 3rd May 2022, at 7.15 pm followed by the Parish Council meeting at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.**