SEER GREEN PARISH COUNCIL

**MINUTES OF PARISH COUNCIL MEETING**

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

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

**In attendance**: County Cllr C Jackson, Mr P Waters, Mrs L Horncastle, Mrs C Daymond-John, Mrs K Hawes, Mr I Hawes, and Mrs E Bates (Clerk)

1. **OPEN SESSION**: Mr Waters came on behalf of Scouts to discuss the upcoming Scouts Beer and Music Festival on Friday 16th September and Saturday 17th September. It was agreed that the right hand side of the car park could be coned off for their use. The Scouts were asked to advise the neighbours about the event and ensure that the whole area, including the Recreation Ground, is checked for rubbish early the following morning. The Scouts agreed that they would monitor the parking. Mr Waters asked for the contact details of the neighbouring land owner to see if it would be possible to park in their field. The landowner will be approached and put in contact with Mr Waters if this is a possibility. **(Action – Clerk)**

Concerns were raised about planning application PL/22/1979/FA - Ashley House, 31 - 33 Chalfont Road, Seer Green, HP9 2QP which is for the conversion of the rear car parking area for use as a garden play area to open a Nursery for 88 children with 25 staff. One resident raised the current issue of dangerous parking on Chalfont Road with the buses regularly becoming stuck as the area becomes grid locked in the centre of the village, less than 100 yards from the proposed nursery. Parking on the pavements is already an issue as parents with buggies have to push children in the centre of the road. The matter will be discussed further under planning.

County Cllr Jackson updated the Council on Community Board matters stating that small projects under £1,000 can be requested using a simpler form and there is no requirement for match funding. Projects over £1,000 will require contributory funding but not match funding as the Community Board recognises that the smaller councils do not have the finances available.

The parking issues on Chalfont Road were discussed in more detail and the Parish Council Chairman pointed out that she was aggrieved that Bucks Council Engineers made an error in the original design of the yellow line scheme which cost the Parish Council over £15,000. The Jolly Cricketers pub closing their car park has also increased the parking issue as their clients often travel from outside the village. Cllr Jackson said that they hoped several road schemes could be combined to reduce the cost of extending the existing scheme.

1. **APOLOGIES FOR ABSENCE:** Cllr T Brewis.

 **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:**

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| **STAKEHOLDER** | ACTION | **STATUS** |
| **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 before the start of the season. **ACTION: AA** |
| **Anderson** | It was noted that there was a dip in Green Meadow where the Youth Shelter once stood.  | **ONGOING: A** new order of soil needs to be placed.**ACTION: AA** |
| **Thomas/Hughes** | Concerns about the pavement in Jubilee Walk were discussed, however, concerns were raised that remedial work could cause damage to the cherry tree roots.  | **OUTSTANDING:** It was agreed to raise this with Nick Dunbar when he carried out the annual tree inspection in September. **ACTION – MT, 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 at the Pavilion.  | **OUTSTANDING:** Quotations for the work need to be obtained.**ACTION – PAVILION SUB COMMITTEE** |
| **Clerk** | It was noticed that the green paint on the posts of the noticeboard by the outdoor gym at the Recreation Ground had started to flake leaving unsightly bare patches. | **WORK IN PROGRESS:** Following contact with Earth Anchors who supplied the noticeboard, they have agreed to replace the posts. **ACTION: CLERK** |
| **Hughes** | A quotation was approved to remove two holly trees to ground level and crown lift a third behind the cemetery shed in preparation for the new composting and storage area. | Tree work scheduled on 12th July. Next step is the erection of an enclosure round the newly cleared area and the installation of structures suitable for composting leaves, i.e., chicken wire pens/enclosures. **ACTION: CH**  |
| **Hungin** | Following the undetected leakage of water for a lengthy time costing the Parish Council £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. | To lodge and pursue complaint with OFWAT against Castle Water at their failure to disclose the problem in a timely manner.**ACTION: LH** |
| **AA/Councillors** | 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 the football clubs for next season.  | **OUTSTANDING:** A new set of rules will be prepared for the team and spectators use of the Recreation Ground and car park. **Action – AA/Councillors** |
| **Pavilion Sub-Committee** | The internal audit report was reviewed which reported that the systems were in good order and efficiently run. It was agreed to produce an asset list of minor items for the Pavilion.  | **OUTSTANDING: PAVILION SUB COMMITTEE** |
| **Clerk** | Following the accompanied inspection of Green Meadow it was noted the slide has an area of erosion which requires welding.  | Contractor to carry out the work has been identified and a quotation for this work to be undertaken is awaited.**ACTION: CLERK** |
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| **ACTIONS/PROJECTS ON HOLD – AWAITING CLARIFICATION FROM BUCKS COUNCIL REGARDING FUNDING** |
| **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:** Bucks Council have sent a Project Initiation document for review of scheme ‘Parking Review of current double yellow lines so that they can potentially be extended past the Jolly Cricketers Public House on both sides to keep the road accessible for buses, larger vehicles and emergency vehicles.’ Order to be raised £4,054.88 anticipated future costs £5,128.17, anticipated total costs £9,183.05.**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** |

**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 Anderson has completed the June Health and Safety inspection. One of the bird nest swings looked like the screws were becoming loose. It has been recently inspected and will be looked at again and photographed. **(Action – Clerk)** There was still some barbed wire on the perimeter of the Recreation Ground. This will be photographed and sent to the land owner with a request to remove it. **(Action – Cllr Anderson, Clerk)** The gate post behind the Pavilion is loose and making it difficult to shut the gate. It will be repaired**. (Action – Cllr Anderson)** The cricket nets which are owned by Jordans Taverners Cricket Club have become loose and are hanging down. A hole has also formed in the run up to the nets. The Cricket Club will be asked if they can secure the nets and repair the hole. **(Action – Cllr Hungin)** Cllr Norton has completed the July inspection. Some clearing work was recommended down the left hand side of the cemetery and around the oak tree in the middle. **(Action – Clerk)** Cllr Hungin is due to complete the August inspection. **(Action - Cllr Hungin)** The Allotment Association have sent their monthly inspection report which reported high bee activity.
2. **Maintenance issues identified and recommended actions**: Footpath 16 is overgrown. The land manager has been informed and said he will do the work in due course.

**lV. OTHER HEALTH AND SAFETY ISSUES:** The hedge at the junction of Long Bottom Lane and Potkiln Lane is overgrown and has been reported to the owners of Chalky field who are the Quaker Meeting House and their contractors. Residents reported seeing an accident at the junction the previous week which will be reported back to the owners and contractor. **(Action – Clerk)**

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

The Chairman thanked Cllr Norton for his excellent work on the Parish Council as he stood down after ten years of service.

Cllr Carole Hughes was recognised for 30 years of outstanding service on Seer Green Parish Council.  The Chairman said that the Council were extremely grateful for all the work and hours she has put into improving and maintaining the environment we enjoy now as well as her inspirational team spirit in actively supporting Parish Council initiatives with which she had not agreed upon at voting.  Outside her work on the Parish Council, her admirable and tireless daily war against litter and dog ‘poo’ was also mentioned and it was agreed that very few people in Seer Green have not seen Cllr Hughes out and about on a daily basis armed with a litter picker and bag!  In recognition of such service both to the Council and the community as a whole, she was presented with a certificate to mark such achievement, a gift voucher and a celebratory cake.

 **Vl. CORRESPONDENCE:**

 A review meeting is being scheduled with the owner of Little Ducklings Nursery. **(Action Pavilion Sub-Committee)**

Residents in Church Road sent their concerns about vehicles parking on the double yellow lines near their property which has subsequently been damaged. It was recommended that reports of parking issues are logged on the Buckinghamshire website.

Wicksteed’s have stated that the new toddler swing seat in Green Meadow is now out of warranty, the seat will be monitored as the plastic covering is showing signs of wear.

A quotation from Enerveo was approved for Streetlight 29 School Lane (opposite Cemetery) to replace faulty light tray and fit a new LED light and also Streetlight 13 Orchard Road (corner of Wynnswick) to fit light shield. **(Action – Clerk)**

A quotation from Welding Mobility Limited was approved to replace the U bend on the slide which has started to rust. The work should be carried out in the week beginning 18th July 2022. A query about how the metal work will be left prepared for painting will be followed up with the welding company. **(Action – Cllr Baddeley, Clerk)**

 **Vll. Finance:**

 From 8th June 2022 to 3rd July 2022:-

 Payments amounting to:- £12,392.01

 Income received:- £3,757.84

 The closing bank balances at 30 June 2022 totalled:- £88,725.96

It was agreed to close the No.2 account and transfer the balance of £331.35 to the Parish Council current account. **(Action – Cllr Davison-Oakley, Clerk)**

**VIII. Planning**: Notices of new planning applications continue to be displayed on the noticeboard and website. Four planning applications were permitted and one planning application was refused during the past month. It was agreed to send an objection about planning application PL/22/1979/FA - Ashley House, 31 - 33 Chalfont Road, Seer Green, HP9 2QP which is for the conversion of the rear car parking area for use as a garden play area to open a Nursery stating ‘if the Planning Officer is minded to approve the application then the Parish Council will ask for it to be called into the Planning Committee’.  County Cllr Carl Jackson stated that, should this application be approved, he would support this line action and get other Ward County Councillors, to do the same by calling it in. **(Action – Cllr Hungin)** The Parish Council receive regular traffic and parking complaints in this vicinity and have formally asked Buckinghamshire Council to review the parking issues.

**IX. PRINCIPAL AGENDA ITEMS:**

1. **queen’s platinum jubilee commemorative trees:** So far £550 has been pledged towards the trees in the Crowdfunding initiative. It was agreed to pledge £500 towards the two specimen trees and include photographs of how they will look in the Newsletter. **(Action – Clerk, Cllr Holder)**

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

1. **JUBILEE HALL:** It was agreed to arrange a meeting with Holder Fire in August to review the recent Fire Risk Assessment work and emergency light testing. **(Action – Clerk)**
2. **PAVILION:** The Pavilion Sub-Committee are arranging their next meeting to discuss the water report and agree a roster to carry out the newly created Health and Safety Checklist. **(Action – Cllr Thomas, Cllr Hungin, Cllr Baddeley, Cllr Anderson)**
3. **PARISH COUNCIL PROPERTIES, open spaces AND SERVICES:** There were no parking issues observed at the recent charity football match. Seer Green United are having a reorganisation and the under 14/15 teams will no longer be playing at the Recreation Ground. Environmental Health have asked to be shown where they have been informed by residents about an issue with run off sewerage on Bottom Lane. **(Action – Clerk)** The finalised newsletter will go to print and a distribution list will be organised. **(Action – Cllr Holder)**

**XI. information items:** Following the resignation of Councillor Norton the Councillor position will be advertised on the Noticeboard and website. **(Action – Clerk)** Chairman Mandy Thomas will be taking responsibility for the Cemetery and Clerk’s telephone whilst she is on holiday. **(Action – Cllr Thomas)**.

The meeting closed at 9.10pm

**Next Meeting – The next Parish Council meeting will be held on Tuesday 6th September at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.**