

**SEER GREEN PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
HELD ON TUESDAY 2nd JULY 2024 AT 7.30pm**

Present: Cllr L Hungin (Chairman), Cllr N Baddeley, Cllr J Holder, Cllr H O’Flanagan, Cllr C Hughes, Cllr T Brewis and Cllr J Maddox

In attendance: Mrs K Hawes, Mrs A Barber and Mrs E Bates (Clerk).

- I. OPEN SESSION:** A resident asked if the Councillors could have nameplates on the desk explaining individual responsibilities. It was explained that as Councillors look after several areas their photos and responsibilities are listed on the new website. A resident asked that if the Pavilion tenant does some work on the building then is their rent reduced? It was explained that the Parish Council finances and oversees the work on the Pavilion. The rent increase is discussed with the tenant, with whom we have a good working relationship and is increased annually normally in line with inflation. Following a recent biodiversity discussion a resident said that they would like to see the proposed area of wildflowers in Green Meadow made larger and include a bench. There will now be a consultation looking at the future plans for the three separate areas of Jubilee Walk, Green Meadow and the Recreation Ground.
- II. CO OPTION OF NEW PARISH COUNCILLOR:** There were two applicants for the position of Councillor and Mr Jerry Maddox’s application was unanimously accepted and he was duly appointed. The Declaration of Acceptance of Office was signed and Bucks Council will be informed and sent the Register of Members interests. **(Action – Cllr Maddox, Clerk)**
- III. APOLOGIES FOR ABSENCE:** Cllr A Anderson, Cllr D Tryon and County Cllr C Jackson.

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

Update on Actions from Previous Meeting:

STAKEHOLDER	ACTION	STATUS
Anderson	The tiled flooring in the shower room at the Pavilion has become loose.	An estimate has been requested for the repair to be carried out in the summer.
Anderson	A new draft of football terms and conditions have been prepared for discussion on 21 st May.	The terms and conditions have been discussed with the new management team for SGU. We are awaiting their feedback.
Clerk	A quotation had been received to provide a water supply to Green Meadow to water the new trees/hedging and to regularly clean the equipment.	The quotation has been received and approved. We are awaiting a start date for the work.
Baddeley	To encourage further speed awareness it was unanimously agreed that the Parish Council would like to purchase a Mobile Speed Indicator Device (MSID) and post so that there could also be one permanently situated on Long Bottom Lane.	The MSID and post have been ordered.
Hungin/Baddeley/Anderson	The Pavilion Sub Committee will hold a meeting in September.	Meeting to be organised. Action – Cllr Hungin
Brewis	Tree guards are needed for the new trees in Green Meadow as the lower branches are very low and there is concern they could be damaged.	Following a vote of 6 for and 1 against it was agreed to purchase three galvanised black metal tree guards, two for Green Meadow and

		one for the Recreation Ground to protect them against strimming.
Baddeley/Holder/O' Flanagan	Cllr Baddeley accompanied the inspector who reported that the Green Meadow playground and Outdoor Gym at the Recreation Ground were in good order with no major issues. There was concern that the roots in the ground around the circular bench were becoming a trip hazard and there was deterioration under the matting of some of the play equipment.	It was agreed to investigate decking options for around the tree to protect the roots. A local contractor will be asked if they can top up some of the matting with soil where it has been worn away.
Holder/Tryon	Cable ties will be installed above the swings to stop the birds fouling.	Cable ties to be installed.
Hungin/Brewis	It was unanimously agreed that the Parish Council would like to adopt and improve the area of land at the front of Cherrywood Close.	Land Registry will be contacted and the process investigated.
Clerk/Cllrs	Following a request from Bucks Highways it was agreed that the Parish Council would write to land/homeowners who allow water from their land to flood the highway to explain that under Section 163 of the Highway Act 1980 they must ensure that no such surface water from their premises falls onto the Public Highway.	The letter will be circulated and reviewed.
Hungin	The Parish Council Annual Commitments list will be completed over the summer.	The list will be reviewed and updated.
Clerk	The yellow lines are due to be painted between July and September.	The Parish Regulations Manager at Bucks Council will be asked for the date when the work will be carried out. Hopefully this will help with the issue of cars being parked on the pavement.

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 Tryon completed the inspection on 14th June 2024. There were no matters raised. Cllr Hungin and Cllr O'Flanagan are due to carry out the July inspection. **(Action Cllr Hungin, Cllr O'Flanagan)** The Allotment Association reported that apart from the leaking pipe joint which has been dealt with there was nothing to report.
- ii. **Maintenance issues identified and recommended actions:** The bird mouth fencing had deteriorated but was considered to be stable and secure. There may be some replacement pieces in the Cemetery shed which will be investigated. **(Action – Cllr Hughes)** The wooden beam fence around the War Memorial has splits in it. At present it is stable but councillors will monitor the fence.
- iii. **Other Health and Safety Issues (not covered above):** No items were raised.

IV. DECLARATION OF INTEREST: A declaration of interest was made by Cllr Holder about the School's request to change the storeroom in Jubilee Hall to a kitchen as she is a Governor of the School.

V. CORRESPONDENCE:

Following concerns about the dog waste service Bucks Council had been asked for their Service Level Agreement. The Parish Council were informed that the contractor had been emptying the

bins twice a week on Wednesday and Thursday which was not deemed effective. The service will be changed to a Monday and Thursday, which will be monitored.

Following residents' concerns about poor parking Bucks Council had been asked about their parking enforcement in Seer Green for the past year. Between 24/5/23 and 24/5/24 it appears that they had only visited twice and had not issued any tickets. Following the enquiry and reports of poor parking on Fix My Street the traffic enforcement officers had visited every day for the week beginning 24th June and had issued parking tickets.

VI. FINANCE:

From 3rd June 2024 to 30th June 2024:-

Payments amounting to:-	£11,208.80
Income received:-	£4,742.49
The closing bank balances at 30 th June 2024 totalled:-	£113,851.44

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

VIII. PRINCIPAL AGENDA ITEMS:

- i. **GREEN MEADOW CONSULTATION:** A draft consultation was reviewed and updated. The consultation will be part of the September newsletter and also communicated electronically. **(Action – Cllr Baddeley, Cllr Holder)**
- ii. **WEBSITE:** The website is now live and Cllr Brewis was thanked for his hard work on the project. Updates to the website are ongoing.

IX. UPDATES ON OTHER MATTERS (Reports by Exception)

- i. **JUBILEE HALL:** On 2nd July a letter had been received from Headteacher Mrs Morel who has an urgent need to adapt the storeroom into a kitchen facility for hot lunch provision from the beginning of September. There were concerns about the timescales and plans for the project, so it was agreed to send a letter to discuss the matter further and work with the school to help develop a workable long term solution as there is an impact for the building and the existing hall users. **(Action – Cllr Hungin, Cllr Baddeley)**
 - ii. **PAVILION:** The Pavilion Sub Committee held a meeting with their tenant where a rent increase of 6.35% was agreed. The new hall floor has been installed. The fixed wiring inspection will be undertaken over the summer and a new outside power socket will be installed. **(Action – Clerk)**
 - iii. **BIODIVERSITY:** It was agreed to wait until after the results of the consultation had been received before any further plans are developed. Saplings growing in Green Wood would be identified for a project in Jordans. A meeting will be organised to discuss these further. **(Action - Cllr Hungin, Cllr Hughes)**
 - iv. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** The watering schedule for the three new trees will continue over the summer. The allotments will be inspected with the Chairman of the Allotments Association every six months. **(Action – Cllr O’Flanagan)**
- X. **INFORMATION ITEMS:** As the Clerk will be on leave for the meeting on September 3rd, Cllr O’Flanagan kindly offered to minute the meeting. Concern was raised about a leaning dead tree at the entrance to Manor Road. It will be reported on Fix My Street. **(Action – Cllr Brewis)** The next informal meeting for Councillors will be held on Tuesday 16th July at the Baptist Church at 3pm.

The meeting closed at 9.55pm

NEXT MEETING – The next Parish Council Meeting will be held on Tuesday 3rd September 2024 at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.