

SEER GREEN PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
HELD ON TUESDAY 3rd JUNE 2025 AT 7.30pm

Present: Cllr L Hungin (Chairman), Cllr J Holder, Cllr J Maddox, Cllr C Hughes, Cllr T Brewis, Cllr H O'Flanagan and Cllr D Tryon.

In attendance: Mrs K Hawes, Mrs C Daymond-John, Mr N Curum, County Cllr Carl Jackson and Mrs E Bates (Clerk).

I. OPEN SESSION: County Cllr Carl Jackson reported that he is continuing to chase the resurfacing of Bayne Hill. However, Cadent are planning major roadworks on Bayne Hill between 28th July and 22nd August so it would be best that this work is completed before the road is resurfaced.

II. APOLOGIES FOR ABSENCE: Cllr N Baddeley and Cllr A Anderson. The apologies were accepted.

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

Update on Actions from Previous Meeting:

STAKEHOLDER	ACTION	STATUS
Anderson	Some areas of the Recreation Ground were not draining well so it was agreed to consider work to these areas which will be discussed with Amersham Town Council.	The work will be scheduled during the Spring.
Anderson	It was agreed to complete the Buckinghamshire Council Playing Pitch and Outdoor Sport Strategy	Cllr Anderson will complete with regard to the football facilities.
Holder	There had been some issues noticed with the rubberised path in Green Meadow.	The company who originally installed the path has been contacted about the repair and will be chased for a quotation to carry out the work.

Matters arising from the previous meeting not listed on the Agenda: No items were raised.

III. MONTHLY RISK INSPECTIONS:

- i. **Health and Safety Issues identified and recommended actions:** Cllr Baddeley completed the May inspection and reported to the Clerk that he had not found any health and safety issues. The June inspection will be carried out by Cllr Maddox. **(Action – Cllr Maddox)** The Allotment Association reported that they did not have any issues to raise.
- ii. **Maintenance issues identified and recommended actions:** A list of required maintenance items is being formulated to be included on the outstanding action list. **(Action – Cllr O'Flanagan)**
- iii. **Other Health and Safety Issues (not covered above):** No items were raised.

IV. DECLARATION OF INTEREST: There were no declarations of interest.

V. CORRESPONDENCE:

Enverve, the Parish Council's street lighting operative, had been given approval to repaint three streetlights – 31 Chalfont Road, 39 Newbarn Lane and 51 Drovers Way. All lights are being inspected for possible repainting and a final list of work will be agreed. **(Action – Cllr Brewis)** The Playground Resurfacing Project quotation from Sovereign for £11,914.03 plus VAT had previously been approved. The quote has now been revised as Sovereign had quoted for under the toddler swings and not the junior swings so the area needs an additional wet pour section. The added groundworks have increased the total by £1,595.80 to £13,509.83 + VAT which includes Sovereign's Compliance Inspection & Maintenance Service, free of charge for the next five years.

The increased quotation was approved and the work will be scheduled with Sovereign. **(Action – Clerk)**

Tintern Property Services Limited had provided an estimate to repair the Pavilion Shower Room which was unanimously agreed subject to confirmation that the work included the skirting tiling.

(Action – Cllr Hungin)

Two quotations had been received to repair the Cemetery fence following the damage from the fallen trees. It was agreed to approve the quotation from Cyril Smith Fencing subject to a site meeting to confirm all of the work included. They will also be asked for a quotation to secure the corner fencing in Green Meadow, where there is a temporary repair and for a more secure fencing near the water supply where the chestnut paling fence has been repeatedly damaged. **(Action – Cllr Hungin)**

It was agreed to ask GMC Gardening for a quotation to plant a native hedge in Green Meadow, in front of both the wooden and grey metal fences that was recently cleared by a neighbouring property. Suggested hedging included field maple and hawthorn. **(Action – Cllr O’Flanagan)**

The Chairman had written to the Internal Auditor thanking him for his recent report.

VI. FINANCE:

From 12th May to 2nd June 2025:-

Payments amounting to:-	£5,952.62
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Income received:-	£5,778.38
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The closing bank balances on 2 nd June 2025 totalled:-	£136,229.18
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The finances presented were approved.

Approval had been given towards decorating the white gates at the entrance to Manor Road. The Manor Road Association agreed to repair the post and remove the stump of a fallen tree.

- VII. PLANNING:** The new planning applications were reviewed and discussed. Two applications were permitted and one was refused. It was agreed to monitor the Ecology report for application PL/25/1169/FA - Owlsridge, Long Grove.

VIII. PRINCIPAL AGENDA ITEMS.

- i. **ANNUAL EQUIPMENT SAFETY INSPECTION:** A list of recommended work will be prepared and reviewed. **(Action – Cllr Hungin, Cllr Holder, Cllr O’Flanagan)** Once the list has been finalised the respective playground companies will be contacted to carry out the recommended maintenance/repairs. **(Action – Clerk)**
- ii. **VILLAGE MAINTENANCE:** The village gates, benches and bus stop have received some maintenance and will be reviewed in September to see if they need a more substantial repair. War Memorial wreaths that have been damaged by the weather will be removed. **(Action – Cllr Hungin)** A noticeboard will be considered for Jubilee Walk. Designs and costs will be prepared for consideration. **(Action – Cllr Holder, Clerk)** The Parish Council was saddened to hear that plants, introduced to improve the setting under a road sign, had been removed.
- iii. **ADOPTION OF LAND ON ORCHARD ROAD:** The Parish Council has been given until 26th August to respond to a list of questions and prepare a statement of truth. A draft reply will be prepared. **(Action - Cllr Brewis, Cllr Hungin)**

IX. UPDATES ON OTHER MATTERS (Reports by Exception)

- i. **JUBILEE HALL:** One new design has been received to replace the hall kitchen which will be reviewed at the next Jubilee Hall meeting on 10th June. A cancellation policy will also be introduced following late cancellations of full day activities by local clubs during the school holidays. **(Action – Jubilee Hall Sub-Committee)** The next Jubilee Hall meeting will be held on Tuesday 10th June. A cancellation policy will be discussed following recent last minute cancellations during the Easter holidays.
- i. **Review Jubilee Hall Accounts for Year Ending 2024 – 2025:-** The draft accounts have been prepared and were unanimously approved. A local resident, who is an accountant, will be asked if they would be willing to inspect the accounts before they are submitted to the Charities Commission. **(Action – Cllr Holder)**
- ii. **PAVILION:** A quotation was approved for a full building survey by surveyor Mr Jonathan Longden at a cost of £1,500.00 plus VAT. It was agreed to setup a new Pavilion Replacement working

group/sub-committee to include Cllr Hungin, Cllr Brewis, Cllr Tryon and Cllr Maddox and will include the Clerk when necessary. They will co-opt experts as required. **(Action – Cllr Maddox)**

iii. **BIODIVERSITY:** There were no items raised.

iv. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** There will be a cemetery review of sunken graves to determine which graves need to be topped up. Where possible contact will be made with the registered plot owner or their family. If no contact can be made then a list will be publicised on the gate for six months so that families can contact the Parish Council to give permission for the work to take place. **(Action – Cllr O’Flanagan, Clerk)**

A white van with a flat tyre had been noted in the Recreation Ground car park. A note will be left with the vehicle to contact the Parish Council. **(Action – Clerk)**

A meeting is scheduled with Fineland Forestry to discuss holly clearance in Green Wood. A further meeting is scheduled with Whyte and Sickenger on Friday to discuss the Hawthorn. **(Action – Cllr Hughes)**

Jordans Taverners Cricket Club will be asked for their plans for the old metal roller behind the Pavilion. **(Action – Cllr Hungin)**

X. **INFORMATION ITEMS:** Thanks were given at the meeting to Cllr O’Flanagan, Cllr Hughes and Mrs K Hawes for all of their hard work in improving and tidying the Cemetery.

The meeting closed at 9.02 pm

NEXT MEETING – The next Parish Council Meeting will be held on Tuesday 1st July 2025 at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.