

**SEER GREEN PARISH COUNCIL  
MINUTES OF PARISH COUNCIL MEETING  
HELD ON TUESDAY 6<sup>th</sup> JANUARY 2026 AT 7.30pm**

**Present:** Cllr L Hungin (Chairman), Cllr J Holder, Cllr J Maddox, Cllr A Anderson, Cllr C Hughes, Cllr N Baddeley, Cllr T Brewis and Cllr D Tryon.

**In attendance:** County Cllr Carl Jackson, three residents and Mrs E Bates (Clerk).

**I. OPEN SESSION:** Residents came to raise concerns about trees that have been removed from their land. They were encouraged to speak to the local Forest Warden for Hodgemoor as their land is adjacent to the wood.

County Cllr Jackson was asked for his help to get the steep hill on Orchard Road added to the Bucks Council regular gritting map. He was also asked for a contact at Bucks Council to find out why Newbarn Lane had not been swept despite several requests on Fix My Street. The debris washes down during heavy rain and blocks the gutters on the blind bend where the road regular floods.

**II. APOLOGIES FOR ABSENCE:** Cllr H O’Flanagan.

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

**Update on Actions from Previous Meeting:**

STAKEHOLDER	ACTION	STATUS
Cllr Holder	Wicksteed will be contacted to carry out the recommended checks on the swings.	Wicksteed have been sent photographs of the swings and we are awaiting a quotation to check them. Kompan will also be contacted to check the swings that they provided.
Cllr Hungin/Cllr Brewis	Land Registry required further information for the proposed adoption of unregistered land at the corner of Orchard Road and Cherrywood Close, which will be prepared.	A new application needs to be prepared for submission to the Land Registry
Cllr Holder, Clerk	A request was received from a resident to install benches at the bus stops at the top of Stable Lane and, if possible, at the bus stop by Seer Mead. The resident whose property adjoins the bus stop at the top of Stable Lane has given their consent for a bench to be installed. A vote was taken, with eight in favour and one against, and the motion was therefore carried. Jordans Environment Trust has kindly offered a grant to fund the bench.	The work will be arranged in the Spring.
Cllr Anderson	Following the annual maintenance of the CCTV at the Recreation Ground, the engineer stated that the current Network Video Recorder was no longer sufficient for the high definition camera and the system needed upgrading.	A quotation has been sent through which will be checked.

**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 Tryon completed the November inspection on 30<sup>th</sup> December 2025 and reported that he was concerned about a sharp branch on the north side boundary near top gate in Green Meadow which he duly dealt with. Concern was also raised about bicycle ramps being used in the park. These ramps should not be used as they could cause damage. The January inspection will be carried out by Cllr Anderson. **(Action – Cllr Anderson)** The Allotment Association had nothing to report.
- ii. **Maintenance issues identified and recommended actions:** Cllr Tryon reported that in the SE corner of Green Meadow there is no fencing in the two gaps to right of tree trunk. The top of external fence has been bent showing that exit has been made that way. In Jubilee Walk the path has raised and split due to roots of tree. Water will pool and freeze in it so will rapidly get worse. There is also early stage damage from two other roots of same tree. DH Saunders who installed the path will be asked for a quote to fill and seal the cracks in the path. **(Action – Clerk)** These issues raised will be added to the current maintenance list. The list will be discussed in detail at the February meeting for implementation in April/May.
- 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:

Jordans, Taverners Cricket Club have requested space to position a new shed for equipment to maintain the cricket square. Further details have been requested.  
Mr D Cook has agreed to continue with the litter clearance/equipment inspections as per the current contract for another year.

### VI. FINANCE:

From 2nd December to 5th January 2026:-

Payments amounting to:- £6,403.58

Income received:- £4,714.35

The closing bank balances on 31st December 2025 totalled:- £122,089.49

The finance list was reviewed and unanimously approved.

- i. **Rent Review for Little Ducklings September 2026 to August 2027:-** It was unanimously agreed that we will offer Little Ducklings a further 5-year lease for the Pavilion from 1st September 2026, taking us up to the end of August 2031. The rent was reviewed and after considering the current rate of inflation (RPI average of 3.6%, CPI average of 3.7% in 2025) a 3% rise was agreed to increase the rent to £21,141.38 from September 2026. **(Action – Cllr Hungin)**

VII. **PLANNING:** The new planning applications were reviewed and it was agreed that the Parish Council would supply a comment on every application even if the position is neutral. Application PL/25/6178/CONDA has been submitted for Perkin Elmer Ltd, Chalfont Road Seer Green, HP9 2FX - Application for approval of details subject to condition 3 (levels), 4 (CTMP) and 5 (trees) of planning approval PL/25/1336/DEPC. It was agreed to draft a letter to the Planning Case Officer copying in the Bucks Tree Officer, Bucks Highways and County Cllr Jackson to raise concerns regarding the trees, heavy traffic management issues, the flooding on Newbarn Lane and the requirement for a safe pedestrian path to Rawlings Lane. All councillors to confirm they approve the content of the letter. **(Action – All Councillors, Cllr Hungin)** The Parish Council voted and unanimously agreed to note on the Planning Portal that we are neutral on the following applications:- PL/25/6145/VRC - Beechwood House Long Grove, PL/25/5414/FA - Hambledon Manor Crescent, PL/25/5233/FA 29 Barrards Way and PL/25/4667/VRC Seer Bank Bottom Lane. **(Action – Cllr Hungin)** The Parish Council objected to application PL/25/4004/FA - Waylands Equestrian Centre, Rawlings Lane, Seer Green, HP9 2RQ.

### VIII. PRINCIPAL AGENDA ITEMS.

- i. **DATA PROTECTION/GDPR:** There is now a declaration on our Annual Governance Accountability Return (Assertion 10) for this current year that confirms that we have effective arrangements in place for IT and Data. It is important for all Councillors to move to an exclusive Seer Green Parish Council email address which needs to be in place by March 2026. Cllr Brewis has offered to assist

and will send the necessary links. **(Action - Cllr Brewis, Cllr Anderson, Cllr Hughes, Cllr Hungin)** A draft IT Policy has been prepared and a meeting has been arranged to review the policy and plan the actions required to ensure compliance including an audit of the data held on file. **(Action – Cllr Tryon, Cllr Baddeley, Cllr Hungin, Clerk)** VisionICT to conduct a full review of the website to identify any pages, documents, images and PDFs that might require attention with respect to the requirements of WCAG 2.2 AA guidelines. This is a one-off cost of £145 and would ensure that we are and remain fully compliant with respect to website accessibility. Freedom of Information and the publication scheme details are available on the Parish Council website. A link to the GDPR principals will be circulated. **(Action – Cllr Baddeley)**

#### **IX. UPDATES ON OTHER MATTERS (Reports by Exception)**

- i. **JUBILEE HALL:** Jubilee Hall has had a new Fire Risk Assessment completed by Holder Fire Limited. The report will be reviewed at the next Sub-committee meeting in February. **(Action – Clerk)** A meeting was held with the Headteacher and Chair of Governors to discuss their plans to install a modular building on the school site. It is understood that the school would like to use the utilities from Jubilee Hall and we await contact from the school to discuss this proposal further.
- ii. **PAVILION:** The Pavilion has had a new Fire Risk Assessment completed by Holder Fire Limited. The report will be reviewed by the Pavilion Sub-Committee. **(Action – Pavilion Sub-Committee)** A meeting will be organised with the owner of Little Ducklings to discuss the renewal of the lease. **(Action – Cllr Hungin, Pavilion Sub-Committee)**
- iii. **BIODIVERSITY:** The camera has been installed but some nearby branches need tying back for a clear image. **(Action – Cllr Baddeley, Cllr Brewis)**
- iv. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** A renewal information request had been received from our insurers which was circulated to all councillors. Comments should be sent to Cllr Brewis who will check the renewal quotation. **(Action – Cllr Brewis)** The landowner had been identified for an area of land on Long Bottom Lane where several trees had fallen into the road. A letter will be sent to make enquiries about the management of these trees. **(Action – Clerk)** Barbed wire had been recently installed on a footpath that leads towards Beaconsfield. Concerns had been raised to the Rights of Way Team but no action had been taken so contact will be made with Beaconsfield Town Council and our local ward councillor. **(Action – Cllr Brewis)** Last year the Parish Council conducted a Youth Village Facilities survey to gauge the popularity of proposed equipment for Green Meadow, respondents were shown photographs of four different types of climbing equipment to choose from and the Space Net came out as the clear favourite. Request for proposal documents were sent out to three companies (Sovereign Play, Kompan and Wicksteeds) to obtain quotations and detailed project plan for this equipment. A resident had raised concern about a tree at the Recreation Ground which had collapsed. It had been inspected by Oaklands Gardens and a councillor and was deemed to be safe.

- X. **INFORMATION ITEMS:** Cllr Hungin will attend the Parish Council Surgery with the Clerk on Tuesday 13<sup>th</sup> January 2026 at the Baptist Church. An informal councillor meeting will follow at 11.30am

The meeting closed at 9.00pm.

**NEXT MEETING – The next Parish Council Meeting will be held on Tuesday 3<sup>rd</sup> February 2026 at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.**