

**SEER GREEN PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
HELD ON TUESDAY 5th MAY 2026 AT 7.30pm**

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

In attendance: One resident and Mrs E Bates (Clerk).

I. OPEN SESSION: A resident came to report that they had submitted a report via FixMyStreet regarding the poor condition of the pavement on Howard Road. Bucks Highways had responded that the footways on Howard Road, have been identified and highlighted to their Capital works team for consideration to be added to a future programme of work. Unfortunately, they are unable to give a confirmed date or timescale for this work at the present time. The resident also came to thank Cllr Janna Holder for the excellent Scarecrow trail which they had thoroughly enjoyed. Residents had sent in concerns about the recent Tree Preservation Order TPO/25/0014 for Old Long Grove as there was concern that the report does not seem to be linked to the planning application for the single property, only the two proposed properties on the site. The Chairman confirmed that the report refers to the property and not any single applications so even though it may refer to the first application it should automatically be carried over to the second application.
(Action – Clerk)

II. APOLOGIES FOR ABSENCE: Cllr N Baddeley, Cllr H O’Flanagan and Cllr C Hughes.

Approval of Minutes of the previous meeting: The minutes for the April meeting were approved by Cllr Tryon and Cllr Maddox. The minutes were duly signed as a correct record of the meeting.

Update on Actions from Previous Meeting:

STAKEHOLDER	ACTION	STATUS
Cllr Holder	The quotation from Kompan to renew parts on the swings they installed in the playground in 2013 was unanimously approved.	The quotation will be checked in detail and then the order will be placed.
Cllr Anderson	Following the 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 needed upgrading.	Matrix have provided a quotation for a new 8 channel Network Video Recorder which was approved. Matrix will be contacted to proceed with the upgrade,
All Councillors	A resident came to ask if physical village History boards could be installed around the village which could possibly include information of the woodland, wildlife and Bodgers history. They felt that this would be a good resource for families and children and funding was offered by a resident.	An update on a Heritage Trail will be brought to the next meeting.

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 Hungin completed the April inspection on 26th April 2026 and reported that there were no Health and Safety issues. The May inspection will be carried out by Cllr Hughes. **(Action – Cllr Hughes)** The Allotment Association reported that there are no current issues.
- ii. Maintenance issues identified and recommended actions:** There was debris and weeds noted on the Cemetery Shed roof which a local contractor has been asked to clear.
- iii. Other Health and Safety Issues (not covered above):** There was an ongoing discussion between the Scouts, Chairman of the Allotment Association and allotment tenant about a safe route from the

rear of the Scouts land if there was a fire. If the tenant agrees then the safe route would be agreed for emergency use only.

IV. DECLARATION OF INTEREST: Cllr Hungin declared an interest in Jordans Taverners Cricket Club's return to the Recreation Ground.

V. CORRESPONDENCE:

A letter was received raising concerns that the garden area at the end of the garages behind the shops had been removed and replaced with a hard surface. It was also reported that vehicles are driving across the grass verge and over the kerbstones to access the newly created parking area, resulting in damage and a mess. The landowner explained that, following complaints from residents about brambles overhanging the pavement, he had agreed with his tenant to create a parking space. However, the machinery used to remove the roots caused damage to the grass verge. The situation will continue to be monitored.

An order confirmation has been received from Wicksteeds that they will carry our Annual Safety Inspection on the children's play equipment and the Outdoor gym in the next 12-16 weeks.

Several sports and social requests for events at the Recreation Ground were approved.

An email had been sent to Bucks Highways raising concern about the delay repairing Long Bottom Lane and the recent work on Bayne Hill which formed a series of patches rather than resurfacing the whole road. The Bucks Principal Engineer had responded that surface dressing works are scheduled to take place in July this year which will help to seal the road surface and prevent further deterioration. Dates are currently being finalised with the contractor, and further information will be provided in due course. The works on Long Bottom Lane have been delayed due to a previous project overrunning, which meant the contractor was unable to begin as planned. These works have now been rescheduled for the end of May 2026, and further details, including confirmed dates, will be issued shortly.

An email had been received from Landra Developments asking to meet to discuss their proposals for the land off Highlands Road. The meeting was agreed. The Highlands Road residents will be advised of the meeting. **(Action – Clerk)**

The Parish Council had submitted a VAT Reclaim for 2025/26. The total reclaim was for £15,587.16. £3423.99 for Jubilee Hall and £12,163.17 for the Parish Council.

VI. FINANCE:

From 1st April 2026 to 30th April 2026:-

Payments amounting to:- £11,864.13

Income received:- £54,374.82

The closing bank balances on 30th April 2026 totalled:- £147,705.76

The finance list was reviewed and unanimously approved.

- i. **Review the Internal Audit Report:-** Internal Auditor Mr. Ernest Newhouse wrote to the Chairman and reported that he found the accounts and systems to be in good order and well run and did not find anything to bring to the attention of the council.
- ii. **Review and approve the Annual Governance Statement for 2025/26:-** The Annual Governance Statement for 2025/2026 was read out, each point was agreed, approved and statement was duly signed.
- iii. **Review and approve the Accounting Statements for 2025/26:-** The detailed accounts have been reviewed and were unanimously approved. The Annual Governance and Accountability Return for 2025/26 was duly signed and will now be sent to External Auditors PKF Littlejohn for their review. The notice of Public Rights and Publication of unaudited Annual Governance and Accountability Return for 2025/26 will be placed on the noticeboard and website. **(Action – Clerk)**
- iv. **Review and approve the Financial Regulations:-** The Financial regulations were reviewed and approved. The latest version will be placed on the website **(Action – Cllr Tryon, Clerk)**
- v. **Review the Asset Register:-** The Asset Register was reviewed and approved.
- vi. **Cricket Terms, Conditions and Rates:-** Terms, Conditions and rates for Jordans Taverners Cricket Club's use of the Pavilion and Recreation Ground in 2026 had been reviewed and were approved. When the contacts have been completed it will be forwarded to the Cricket Club. **(Action – Cllr Maddox, Clerk)**
- vii. **Clerk Salary:-** Recorded as a closed minute. **(Action – Cllr Hungin)**

VII. PLANNING: The planning applications were reviewed. The Parish Council agreed to note on the Planning Portal that we are neutral on the following four applications:- PL/26/02448/HB - Beaconsfield Golf Club, Farm Lane, Jordans, HP9 2UR, PL/26/03017/FA - Perry Orchard, 60 Orchard Road, Seer Green, HP9 2XU, PL/26/02443/TP - Bailey House, Bottom Lane, Seer Green, HP9 2RH and PL/26/03012/FA - Ponds Conservatory, Rawlings Lane, Seer Green, HP9 2RQ.

VIII. PRINCIPAL AGENDA ITEMS.

- i. **VILLAGE MAINTENANCE:** Maintenance work is underway at the Recreation Ground. The Cricket Square is being rolled ready for the first home match on Sunday 10th May, thanks to a local school who provided specialised equipment.
- ii. **PROPOSED NEW PLAY EQUIPMENT FOR GREEN MEADOW:** Following the Youth Village Facilities Survey, it was agreed to proceed with a project to provide a "Spirenet" climbing net apparatus from Kompan. The project will now cost £25,000 of which the Parish Council has already earmarked £17,000. A Crowdfunder to raise the balance of £8,500 has so far raised £1,620 and Jordans Environment Trust has agreed to provide a further £1,000. Other organisations have said that they may want to contribute and the Bucks Council Community Board have been approached to see if they could provide a contribution. It was agreed to apply to the National Lottery for a £6,000 grant. The Planning Application for the project was submitted on 9th April and will take up to 14 weeks. A number of local companies will also be approached to see if they can provide any financial support towards the project. **(Action – Cllr Hungin, Cllr Maddox)**

IX. UPDATES ON OTHER MATTERS (Reports by Exception)

- i. **JUBILEE HALL:** The School have started their new kitchen building project with the piles and floor being constructed for their new modular building which will be located approximated 4 metres from Jubilee Hall. Meetings have been held with their project manager Karen Halliday and it has been agreed that the electricity supply would be installed and connected to Jubilee Hall via a separate meter. Following a drainage survey, the school is unable to utilise its own water supply. Consequently, the contractor acting on behalf of the school has requested permission to connect to the water supply at Jubilee Hall, with a proposal to increase pressure via the use of a pump. Given the potential implications for the hall's existing water supply, independent professional plumbing advice is being sought. This is to ensure that any connection does not adversely affect the water pressure or system performance. **(Action – Cllr Maddox, Clerk)** The school have provided the new external door and lintel specification for their storeroom and have been asked for a management plan for the asbestos in the floor and assurance that all of the AV equipment will be covered and sealed before any work commences.

To review the Year End Accounts for 2025-2026 before they are inspected:- The Year End Accounts showed a healthy surplus and the interest received exceeded budget. The surplus was greater than expected which will help towards the project to provide a new kitchen for Jubilee Hall. The accounts were approved and signed. They will now be subject to an external inspection.

(Action – Cllr Holder, Clerk)

- ii. **PAVILION:** The two changing rooms are being redecorated. Once the work has been completed, Little Ducklings have been asked to install acetate where the coats are hung to ensure the wall does not get stained. We are awaiting a quotation for new floor covering in the lobby. **(Action – Cllr Hungin)**
- iii. **BIODIVERSITY:** Following a meeting with residents it was agreed to install 8 metres of native hedging in Green Meadow to provide privacy following a quotation from Hedging Direct. An order will be placed and a contractor with experience of planting hedging will be engaged to carry out the work. **(Action – Cllr Holder)** A watering schedule has been devised to ensure it is kept watered.
- iv. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** The new bench for the bus stop near Stable Lane will be ordered and a local contractor will be asked to install it. **(Action – Cllr Holder)**

X. INFORMATION ITEMS: The Police are holding a monthly residents surgery on the first Friday of the month at Trinity Café. Cllr Maddox gave his apologies for the June meeting.

The meeting closed at 8.55pm.

NEXT MEETING – The next Parish Council Meeting will be held on Tuesday 2nd June 2026 at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.