

SEER GREEN PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

HELD ON TUESDAY 4th NOVEMBER 2025 AT 7.30pm

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

In attendance: Mr P Craker, Mrs R Craker, Mrs R Gibson, Mrs M Cox, Mrs J Spoerry, Ms D Keegan, Ms D Piggott, Ms V Crawshay, Mrs C Holford, County Cllr Carl Jackson and Mrs E Bates (Clerk).

- I. OPEN SESSION:** There was considerable concern among the residents of Long Grove, following the vote had been passed by the residents of Old Long Grove for the installation of electronic gates at both entrances of their private road. Residents raised issues regarding the potential impact on surrounding roads, particularly the congestion that could occur as vehicles gather at both ends, as well as the effect on school traffic and the overall character of the village. Many felt that the decision would be detrimental to the community. Residents were informed that a planning application for the proposed electronic gates will now need to be submitted to Buckinghamshire Council, at which point they will have the opportunity to express their concerns formally.
- Residents raised concerns about the “*absolute destruction of trees at Owlsridge*” in Old Long Grove. They expressed that the road’s distinctive wooded character is being eroded and emphasised that the trees are of paramount importance to both local wildlife and the cultural integrity of the area. The matter has been referred to Planning Control amid concerns that the works were carried out prior to the approval of the required planting scheme as part of the planning process. Residents also noted that the approved plans had included several significant trees that have since been removed, and they felt that these native broadleaf species should be replaced with mature specimens. The matter will be investigated further. **(Action – Cllr Hungin, County Cllr Carl Jackson)** A meeting to review the trees in the area will be organised. **(Action – Cllr Hungin, Cllr O’Flanagan, Cllr Hughes, County Cllr Carl Jackson)**
- Bayne Hill was in the process of being partially resurfaced. Concerns were raised about the work scheduled for Bottom Lane. Photographs of the current surface will be taken and sent to Cllr Jackson for escalation with the Cabinet Member for transport. **(Action – Cllr Holder)**

- II. APOLOGIES FOR ABSENCE:** There were no apologies for absence.

Approval of Minutes of the previous meeting: The minutes for the October meeting were approved by Cllr O’Flanagan and Cllr Holder. 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	To gauge the popularity of proposed equipment for Green Meadow, respondents were shown photographs of four different types of climbing equipment to choose from	Quotations will be requested for this equipment.

	and the Space Net came out as the clear favourite.	
Cllr Hungin/Councillors	A Jordans resident came to raise the issue of the poor state of the surface of the footpath 17 running between Seer Green and Jordans, who stated that in 1987 the path was suitable for buggies.	An email was sent to the land owner - Jordans Village Limited who have agreed to discuss it with their committee.
Cllr Baddeley	A local resident who is part of a Community Forest Trust will also be asked for advice on sourcing native hedging.	
Pavilion Sub-Committee/Clerk	A request had been made to introduce a structure behind the Pavilion as a staff room. A site meeting will be arranged to discuss the matter further.	Meeting arranged for 11 th November to discuss storage.
Clerk	It was agreed to investigate whether a loose headstone could be stabilised.	

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 Brewis completed the October inspection on 26th October 2025 and reported that he had not found any health and safety issues. The November inspection will be carried out by Cllr O'Flanagan. **(Action – Cllr O'Flanagan)** The Allotment Association reported that the two tenants who had previously shown little or no activity have been granted a further tenancy, on the condition that they now take steps to maintain their plots. The apple issue has been resolved, and there are no major signs of increased rat activity. The tall hedge backing onto the playing field will need to be trimmed before the bird nesting season. The company that tidied the border last year did a good job, and it is proposed that they take on the trimming of the entire area along that border. The Allotment Association would contribute a percentage of the cost towards this work, and a quotation will be obtained. **(Action – Cllr Hughes)**
- ii. **Maintenance issues identified and recommended actions:** 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. **(Action – Cllr Holder, Clerk)**
- 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:

The representative of the Old Long Grove Trustees advised that the proposal to install gates and CCTV cameras, as outlined by the Gates Committee, had been put to a vote and approved by a narrow majority.

A response was submitted to Buckinghamshire Council's Local Plan that will identify where and how future development should take place up to 2045. The response is available on the Parish Council website.

A decision on whether to retain membership of the Campaign to Protect Rural England (CPRE) will be made at the next meeting. **(Action – Cllr Baddeley)**

A quotation had been obtained for hedging in Green Meadow. The matter is still being considered and the contractor will be advised. **(Action – Clerk)**

Damage was reported on Footpath 8 after a building contractor accessed the rear of a property on Highlands Road using a digger. The path was subsequently inspected, and it was confirmed that no lasting damage had occurred.

A new seven-month licence was issued to the School for their use of Jubilee Hall. During the School Forum discussion in March 2025, it was communicated that the Department for Education (DfE) has

introduced new requirements for exceptional funding factors, which determine how the School receives funding for hall hire. As their funding has only been confirmed until March 2026, the School is currently only able to commit to the licence until that date.

VI. FINANCE:

From 1st October 2025 to 2nd November:-

Payments amounting to:- £24,344.19

Income received:- £9,840.90

The closing bank balances on 1st November 2025 totalled:- £124,229.06

The finances presented were agreed and approved.

The Jubilee Hall accounts and budget will be reviewed at the Jubilee Hall Committee meeting on 25th November.

- VII. **PLANNING:** The new planning applications were reviewed and discussed. It was unanimously agreed to object to planning application PL/25/4397/TP - Lodge Cottage, Rawlings Lane, Seer Green, HP9 2RQ for the proposal to remove a Pine due to damage being caused to the drive and electric fence being damaged. **(Action – Cllr Hungin)** Three applications were permitted and one was refused. The Parish Council objected to application PL/25/4003/PNAD - The Barn, Chalfont Road, Seer Green for the following proposal: Prior notification application (Part 3, Class Q) for change of use and conversion of an existing agricultural barn into 1no. dwelling including associated building operations. The Parish Council agreed to regularly comment on applications. **(Action – Cllr Hungin)**

VIII. PRINCIPAL AGENDA ITEMS.

- i. **ANNUAL TREE SURVEY:** The annual tree survey was reviewed. Three quotations had been obtained for all of the High and Medium Risk work highlighted in the report. It was agreed to accept the quotation from South Bucks Tree Surgeons. The two other companies will also be advised of the decision **(Action – Cllr Hughes)**
- ii. **BUDGET AND PRECEPT FOR 2026/2027:-** The half year figures were reviewed and found to be in good order with a reasonable surplus. It was proposed that the precept be increased by 4.00% for 2026/27 year. The increase in precept would be from £70,000 to £72,800. The proposed budget and precept increase were discussed in detail and will be approved at the December meeting. All Councillors to review the figures and feedback comments to the Treasurer/Clerk. **(Action – All Councillors)**
- iii. **VILLAGE MAINTENANCE:** Councillors were asked to review the maintenance summary which will be discussed further at a separate meeting.

IX. UPDATES ON OTHER MATTERS (Reports by Exception)

- i. **JUBILEE HALL:** The hall continues to operate effectively. During the school holidays, the heating system and boiler were serviced, along with the fire safety equipment and fire alarm system. Approval had been given to replace the defective emergency lights identified in the report. A new Fire Risk Assessment is scheduled to be carried out at Jubilee Hall (and at the Pavilion) on 24th December. **(Action – Clerk)**
School Kitchen:- The School's Kitchen Committee had proposed converting the boys' changing room and toilet into a kitchen to facilitate the provision of hot school dinners. It was unanimously agreed that permission would not be granted for the removal of either of the boys' or girls' toilets and associated changing rooms. Any further proposals involving alterations or modifications that would result in a loss of functionality within Jubilee Hall would be subject to a future vote. A meeting is being held with the architect on 6th November to discuss the possible location for the proposed kitchen. **(Action – Clerk)** A meeting is being held with the School Kitchen Committee on 7th November to establish a clear framework for collaboration. **(Action – Cllr Tryon, Cllr Maddox)**
- ii. **PAVILION:** It was agreed that Little Ducklings could use the Referees room during the week. A quotation was unanimously approved to replace two windows (one in the Home Changing Room and one in the Office) with openable windows at a cost of £645.00 plus VAT per window. The work will be scheduled in the Spring for payment in the new financial year. **(Action – Pavilion Sub-Committee, Clerk)**

- iii. **BIODIVERSITY:** It was agreed to reinstall the wildlife camera to film the owls in Green Wood. **(Action – Cllr Baddeley, Cllr Brewis)** It is now a statutory requirement to have a Biodiversity Policy. A draft will be prepared for the next meeting. **(Action – Cllr Baddeley)**
 - iv. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** Local councils are being asked to demonstrate that they are managing digital data and information governance responsibly with the introduction of Assertion 10 in the 2025/26 Annual Governance and Accountability Return (AGAR). The recent email from BALC will be circulated again and the matter will be discussed in more detail at the December meeting. **(Action – Cllr Hungin, Clerk)** The Adult Football Team would like to pay for the installation of a bench at the Recreation Ground in memory of Brian Unwin
- X. INFORMATION ITEMS:** A service of Remembrance will be held at the War Memorial on Sunday 9th November at 10.45am. Thank you to Mr & Mrs Hawes for their work in cleaning and preparing the War Memorial and lovely display of wooden soldiers and all the hand-made poppies made by Mrs. Hawes. The Christmas tree lights will be switched on at 6.15pm on Sunday 30th November. The Santa Dash in aid of charity will take place on Sunday 7th December at 12 noon.

The meeting closed at 9.45 pm.

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