

SEER GREEN PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING

HELD ON TUESDAY 7th JANUARY 2025 AT 7.30pm

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

In attendance: Mr I Hawes, Mrs K Hawes, County Cllr Carl Jackson and Mrs E Bates (Clerk).

I. OPEN SESSION: Following parking issues County Councillor Carl Jackson has requested that the Parking Enforcement Officers attend the double yellow lines near the school. Cllr Jackson is also helping to chase the Rights of Way Team to attend the fallen Oak on Footpath 8 which has blocked the footpath for a year. Photographs of the damage to the neighbours’ property will be sent to Cllr Jackson. **(Action – Clerk)**

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

Approval of Minutes of the previous meeting: The minutes for the December 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
Hungin	The tiled flooring in the shower room at the Pavilion has become loose.	A quotation is being prepared for the work.
Brewis/ Hungin	It was unanimously agreed that the Parish Council would like to adopt and improve the area of land at the front of Cherrywood Close.	Will start to progress a request to register for the land.
O’Flanagan	Cllr O’Flanagan suggested a working party to conduct some Holly clearance in Green Wood and will encourage Community involvement / sponsorship for supply of secateurs/gloves etc.	Date to be agreed.
Holder/Baddeley/ Clerk	It was asked if the wildlife camera could be re-erected for the Owl box in Green Wood.	A new camera will be purchased.
Cllrs/Clerk	It was identified that the Green Meadow gate post by Stable Lane is loose and needs to be reinstated. The gate catch is also stiff and will be reported to a local contractor for repair.	The repair will be included for a larger project along with other fence repairs.
Hughes	A quotation had been received to reduce the height of the hedge on the Recreation Ground on the boundary with the allotments to 8ft.	It was agreed to obtain a second quotation.
Maddox/Holder/ Hungin	It was discussed how to survey the views of Seer Green’s children and young people on any enhancements to facilities and equipment.	A draft will be prepared.

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 Hungin completed the December inspection on 30th December 2024. There were no risks identified. The January

inspection will be carried out by Cllr Brewis. **(Action – Cllr Brewis)** The Allotment Association reported that there were no issues and that all of the new tenants were doing well.

- ii. **Maintenance issues identified and recommended actions:** There were some fencing issues identified for the cross beams on the fence between Green Meadow and the Jubilee Hall car park and also the cross beam on the large gate into Green Meadow. The repairs will be added to the fencing work already needed and will be put out for quotations. There were concerns raised about the holly encroachment from a property in Manor Crescent. The householder has responded to a recent letter to say that the holly will be cut back as soon as possible.
- iii. **Other Health and Safety Issues (not covered above):** The salt bin near Bayne Hill has been located and a new, more useful position, is being considered.

III. DECLARATION OF INTEREST: No declarations were made.

V. CORRESPONDENCE:

The Chilterns National Landscape had sent information about an upcoming consultation on proposed changes to the statutory management plans for the Chilterns National Landscape and invited the Parish council to contribute. The consultation information will be reviewed. **(Action – Cllr Hughes)** A resident had asked if a fencing panel by Jubilee Walk could be removed to improve the vision splay. As the fence belongs to the Three Horseshoes the resident will be advised to talk to them directly. **(Action – Clerk)** A parent raised concerns about vehicles that drive into the entrance of Vicarage Close and the top of the footpath to drop children to School as their actions were dangerous to those using the path. They asked if the white line at the top of the path could be repainted as it has worn away. The line will be photographed and the request made on Fix My Street and forwarded to County Cllr Carl Jackson. **(Action – Clerk)** Concerns had been made about the pavement in Long Grove. County Cllr Carl Jackson is reviewing the condition of the pavement with the Bucks Highways Local Area Technician.

VI. FINANCE:

From 3rd December 2024 to 4th January 2025:-

Payments/transfers amounting to:- £26,035.72

Income received:- £3,975.26

The closing bank balances on 3rd January 2025 totalled:- £112,194.35

- i. **Rent Review for Little Ducklings' September 2025 – August 2026:** It was agreed to increase the rental for Little Ducklings at the Pavilion by 2.5% from 1st September 2025 increasing the annual rent to £20,525.00 (Vote 7 in favour with 1 abstention). A letter will be prepared to be sent to Little Ducklings. **(Action – Cllr Hungin)**

VII. PLANNING: The new planning applications were reviewed. Notices of new planning applications continue to be displayed on the noticeboard and website. Three planning applications were permitted and three were refused. There had been no response to a letter delivered to 1 Stable Lane requesting a party wall agreement to protect the trees and boundary in Green Meadow, so a further letter will be delivered. **(Action – Cllr Hungin)**

VIII. PRINCIPAL AGENDA ITEMS.

- i. **CEMETERY & GREEN WOOD:** The significant damage from the recent storm was discussed. It was noted that as the large crater, left from the fallen Oak near the Cemetery, is beginning to subside, which is dangerous, therefore path will be fenced off. Orange mesh will be purchased to cordon off the area. **(Action – Clerk)** A recommendation will be made on how best to fence off the area. **(Action – Cllr Brewis)** A document will be prepared at the informal Councillor meeting on 14th January to scope and prioritise the repairs required so that contractors can be engaged. **(Action – Baddeley, Councillors)**
- ii. **COMMUNITY BOARD FUNDING – GREEN MEADOW:** It was agreed that an application would be prepared for improved safety surfacing under existing equipment in Green Meadow. **(Action – Cllr Hungin, Baddeley, Holder)** The details for the application will be finalised at the Councillor meeting on 14th January.
- iii. **RISK ASSESSMENT:** The annual Risk Assessment was reviewed, revised and approved. An updated version will be circulated. **(Action - Clerk)** The Cemetery Records will be sent to a nominated Councillor as a backup procedure. **(Action – Clerk)**

IX. UPDATES ON OTHER MATTERS (Reports by Exception)

- i. **JUBILEE HALL:** The car park repairs have been delayed until the Half Term School holidays due to the tarmac being unavailable. Following meetings with the Seer Green CofE School Chair of Governors to discuss the proposed project to provide hot school dinners, Cllr Maddox is awaiting a response from the working party to the issues that we raised pre-Christmas.
 - ii. **PAVILION:** The Pavilion Sub-Committee agreed the type of new heating and hot water timer that needs to be installed. Heat Industrial will be instructed to proceed with the work. **(Action – Cllr Baddeley)**
 - iii. **BIODIVERSITY:** No items were raised.
 - iv. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** New boot brushes for the Recreation Ground have been received and will be installed. **(Action – Cllr Baddeley)** Small cracks had been noticed on the new path in Jubilee Walk. The nearby Cherry tree will be inspected. **(Action Cllr Brewis)** The Wynnswick Road streetlight had been hit by a vehicle. It has been straightened, secured and repaired.
- X. INFORMATION ITEMS:** An informal Councillor meeting will be held after the Parish Council Surgery at 11.30am on Tuesday 16th January 2025.

The meeting closed at 8.57pm

NEXT MEETING – The next Parish Council Meeting will be held on Tuesday 4th February 2025 at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.