

SEER GREEN PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
HELD ON TUESDAY 13th MAY 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 N Baddeley.

In attendance: Mrs K Hawes, Mr D Munden, Mr C Hunter, Mr T Sonnex, County Cllr Carl Jackson and Mrs E Bates (Clerk).

- I. OPEN SESSION:** County Cllr Carl Jackson reported that the patching of Chalfont Road was rescheduled for Friday 16th May. He is continuing to chase the resurfacing of Bayne Hill which he hopes will happen soon.
- II. APOLOGIES FOR ABSENCE:** Cllr A Anderson and Cllr D Tryon. The apologies were accepted.

Approval of Minutes of the previous meeting: The minutes for the April meeting were approved by Cllr Brewis 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/Anderson	The tiled flooring in the shower room at the Pavilion has become loose.	Awaiting a quotation from a tiler to repair and replace the shower room tiled floor.
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.	Cllr Brewis is progressing the application with Land Registry.
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.
Hughes	The roots of the large cherry tree in Jubilee Walk continues to cause concern about damage to the path	An arboriculturist has looked at the cherry and advised to keep checking the tree annually.
Anderson	It was agreed to complete the Buckinghamshire Council Playing Pitch and Outdoor Sport Strategy which Cllr Anderson will do with regard to the football facilities.	

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 Anderson completed the April inspection and reported to the Clerk that he had not found any health and safety issues. The May inspection will be carried out by Cllr Baddeley. **(Action – Cllr Baddeley)**
- ii. **Maintenance issues identified and recommended actions:** It was unanimously agreed that the Parish Council would pay £295.00 to have the Worley headstone reinstated which had been knocked down by the large Oak that fell during the storm. No members of the family could be contacted. **(Action – Clerk)**
- iii. **Other Health and Safety Issues (not covered above):** No items were raised.
- iv. **Tracking of monthly maintenance issues:** The monthly inspection file will be reviewed and a list of outstanding issues will be forwarded to the Clerk to be included on the outstanding action list for review. **(Action – Cllr O'Flanagan)**

IV. **DECLARATION OF INTEREST:** Cllr Hungin declared an interest in the Recreation Ground due to her involvement with Jordans Taverners Cricket Club.

V. **CORRESPONDENCE:**

On 7th April a letter of appointment was sent to Mr Ernest Newhouse to carry out the internal audit for the Parish Council on 16th April. The internal auditor acts independently and on the basis of an assessment of risk, by carrying out a selective assessment of compliance with the relevant procedures and controls in operation and obtained evidence.

A VAT return was submitted for the Parish Council and Jubilee Hall. The Parish Council have reclaimed £9,210.85 and Jubilee Hall have reclaimed £4,231.30 so a total of £13,442.15.

Letters were delivered to residents at 5 properties in Manor Crescent asking them to inspect their rear hedges and cut back any foliage overhanging footpath 16.

A Community Infrastructure Levy (CIL) payment was made by Bucks Council for planning application PL/23/3543/FA totalling £1,147.57 which can be used for the provision, improvement, replacement, operation or maintenance of infrastructure; or anything else that is concerned with addressing the demands that development places on an area.

A quotation of £390.00 plus VAT from Whyte and Sickenger was approved to clear back the fallen Oaks/Saplings that surround the Cemetery fence to give access for new fencing. **(Action – Cllr Hughes)**

A quotation had been received for holly removal in Green Wood but as it was reliant on volunteers disposing of the materials it was agreed that another contractor will be contacted who would be able to take away the chippings. **(Action – Cllr Hughes)**

Three safety Playground Resurfacing Project quotations had now been received from Sovereign for £11,914.03 plus VAT, Abacus Playgrounds for £18,038.10 plus VAT and Playground Facilities Limited for £15,507.65. It was unanimously agreed to proceed with Sovereign. The Community Board have agreed to fund £7,414.03 towards the project. **(Action – Cllr 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. **(Action – Cllr Holder)**

VI. **FINANCE:**

From 1st April to 11th May 2025:-

Payments amounting to:-	£13,616.17
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Income received:-	£54,098.03
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The closing bank balances on 11 th May 2025 totalled:-	£134,149.29
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The finances presented were approved.

- i. **Review of the Internal Auditor Report** – Internal Auditor Mr. Ernest Newhouse wrote to the Chairman following the internal audit and reported that he “found the accounts to be in good order and that there is nothing to which I need to draw your attention.”
- ii. **Review of the Annual Governance Statement for 2024/25:-** The Annual Governance Statement for 2024/2025 was read out, each point was agreed, approved and statement was duly signed.
- iii. **Review and approve the Accounting Statements for 2024/25:-** The detailed accounts have been reviewed and were unanimously approved. The Annual Governance and Accountability Return for 2024/25 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 2024/25 will be placed on the noticeboard and website. **(Action – Clerk)**
- iv. **Earmarked Reserves:-** The Earmarked reserves were reviewed and the following transfers into earmarked reserves were unanimously agreed, Pavilion £10,000, Tree Management £5,000, Green Meadow £5,000 and a new earmarked reserve for a Community Fund will be created with a transfer of £2,000. **(Action – Clerk)**
- v. **Community Sponsorship S137:-** It was unanimously agreed to sponsor the Seer Green Beer & Music Festival 2025 with a £250.00 donation. All of the funds raised go towards the local 1st Seer Green Scouts group and helps keep the Brownies, Beavers, Cubs, Scouts & Explorers age groups running. **(Action – Clerk)**

VII. PLANNING: The new planning applications were reviewed and discussed. Six applications were permitted and one was refused. It was noted that an appeal had been lodged for planning application PL/24/2997/FA - Land on the South Side of Chalfont Road. Cllr O'Flanagan had attended the Planning Framework training.

VIII. PRINCIPAL AGENDA ITEMS.

i. **CRICKET AT THE RECREATION GROUND:** The Parish Council had received a proposal from Beaconsfield Cricket Club who wanted to hire the Recreation Ground every Saturday during the cricket season and also wanted to install an artificial strip. The proposal had been discussed at length and in detail, but ultimately it was unanimously decided by vote that we cannot accommodate cricket at the Recreation Ground on Saturdays for a variety of logistical reasons allied to the already-heavy usage of the ground by residents and other groups at the weekends. It was unanimously agreed that request will be declined. Cllr Hungin did not take part in the vote due to her declaration of interest. Beaconsfield Cricket Club will be advised of the decision. **(Action – Cllr Hungin)**

In November 2024 Jordans Taverners Cricket Club (JAVS) asked if they could relocate back to the Recreation Ground, this was unanimously agreed in principle subject to negotiations with the football clubs and a detailed plan of requirements. A project plan and timeline has now been provided and the Club has secured funding from the Community Board towards the reinstatement of the cricket square by a professional contractor. Once the square has been renovated it will be roped off and a team of volunteers will carry out ongoing maintenance which will be overseen by the professional contractor for the next two years. The adult football team have met with the club and will be kept informed of the project. Seer Green United are aware of the proposals and are still considering options for the coming year. To provide contingency around the project JAVs will look early to secure away fixtures where possible to start the 2026 season. All equipment will be stored securely in the shed or behind the locked gate. The Club stated that the project was sustainable and they had a reserve of funds as well as fund raising events planned. It was unanimously agreed that JAVS could return to the Recreation Ground and proceed to reinstate the cricket square. Cllr Hungin did not take part in the vote due to her declaration of interest

ii. **NEWSLETTER:** The Newsletter was reviewed and subject to minor changes it will now be sent to print. The Newsletter includes a Youth Village Facilities Survey to collect ideas for possible new play equipment for Green Meadow and the Recreation Ground. The survey service will be upgraded so that more replies can be submitted. **(Action – Cllr Holder)**

iii. **BEST KEPT VILLAGE COMPETITION:** A sub-committee will be comprised to co-ordinate a list of work that is required in preparation for the Best Kept Village Competition. Mr Munden kindly volunteered to help with the preparations. **(Action – Cllr Hughes, Cllr O'Flanagan)** Seer Green Gardeners will be contacted to agree how they can contribute to the competition entry. **(Action – Cllr Holder)** The playground equipment will be cleaned in the week beginning 20th May. **(Action – Cllr Holder, Clerk)** A weekly post on community chat will be formulated to communicate how residents can participate. **(Action - Cllr Holder)**

IX. UPDATES ON OTHER MATTERS (Reports by Exception)

i. **JUBILEE HALL:** Following some issues raised at a Preschool inspection quotations and designs are being investigated to replace the hall kitchen. **(Action – Cllr Holder)** From September the Preschool are considering extending their hours. 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.

ii. **PAVILION:** It was agreed to proceed with quotation to replace the fire alarm detectors recommended by Holder Fire. **(Action – Clerk)**

i. **To discuss the future replacement of the Pavilion:** A comprehensive report had been prepared to discuss whether the Parish Council should replace the Pavilion. It was agreed that a steering sub-committee will be formed at the next informal Councillor meeting to consider the options and recommend the next steps. It was unanimously agreed that a full building survey was needed, subject to cost. **(Action – Cllr Maddox)** It was agreed to subscribe to Community Impact Bucks who provide advice, resources and support for community buildings. **(Action – Clerk)** Thanks were given to Cllr Maddox for his considerable work on the report.

- iii. **BIODIVERSITY:** The wildlife camera had recorded several species of birds in Green Wood including an Owl and Jays. It had also recorded a family of squirrels using the owl nesting box. Cllr Baddeley had attended the presentation on the proposed environmental planning proposal by Beaconsfield Golf Club to create a nature reserve with large ponds to capture rainwater that can be used to water the greens.
- iv. **PARISH COUNCIL PROPERTIES, OPEN SPACES AND SERVICES:** The Green Meadow fence needs inspecting as it has been damaged where it borders a property in Barrards Way. Contact has been made with the home owner and a meeting will be held to discuss improving the boundary.
(Action – Cllr Holder)
- X. **INFORMATION ITEMS:** Holy Trinity's café taster day had been a success and they hoped to open the café for business on Saturday 24th May. The café will be open on Monday, Thursday and Friday mornings and all day on Saturday

Barbed wire had been installed adjacent to the footpath on Long Bottom Lane which leads towards Beaconsfield. As it was considered to be dangerous it has been reported to the Bucks Council Rights of Way team.

Thanks were given to Sean O'Flanagan, Hilary O'Flanagan and Janna Holder for the ceremony to commemorate VE Day which was well attended.

The next informal Councillor meeting will be held on Tuesday 20th May from 11.00 to 12.00.

The meeting closed at 9.07pm

NEXT MEETING – The next Parish Council Meeting will be held on Tuesday 3rd June 2025 at 7.30pm at Seer Green Baptist Church, Wood Pond Close, Seer Green, HP9 2XG.