

CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL

The Meeting of the Parish Council took place using video conferencing on Monday, 26th April 2021 at 5pm

Present: Cllrs Brown (Chairman), Blomfield, Matthews, Sanger and Ingram

Also Present: Mrs Farrelly (Clerk), Buckinghamshire Council Cllr Mrs P Birchley, Cllr Mrs J MacBean, Cllr Mr A Bacon and 16 members of the public

**The Chairman confirmed the meeting was being held under
The Local Authorities (Coronavirus) (Meetings) Regulations 2020**

HRH Prince Phillip, Duke of Edinburgh

On behalf of Cholesbury-cum-St Leonards Parish Council and the residents, Chairman Chris Brown expressed deep sadness at the passing earlier in the Month of His Royal Highness Prince Philip, Duke of Edinburgh following a lifetime of public service to the country and as loyal Consort to Her Majesty The Queen.

The Right Hon. Dame Cheryl Gillan MP

On behalf of Cholesbury-cum-St Leonards Parish Council and the residents, Chairman Chris Brown also expressed deep sadness at the recent passing of The Right Hon. Dame Cheryl Gillan MP for Chesham and Amersham who, died at the end of March. Dame Gillian had as an MP dedicated herself to public service and in particular as a constituency MP the concerns and well-being of her constituents, In recent years she had demonstrated untiring and vociferous objection to the proposals for HS2.

5395) To receive apologies for absence
Cllr Brackley sent her apologies

5396) (a) To approve the minutes of the meeting of the Parish Council held on 29th March 2021
Approved and signed

(b) To approve the minutes of the meeting of the Planning Committee held on 20th April 2021
Approved and signed

(c) Matters arising

Update on Gigabyte Broadband Project

Cllr Ingram reported on recent discussions he and Cllr Brown had had with Openreach who had admitted the delays in the issuing of outstanding DCMS vouchers to a significant number of residents was due apparently to an unconnected dispute between Openreach and the DCMS. Concern was expressed by the Parish Council about the lack of transparency from Openreach which has since been followed up by demanding further information on how and when Openreach expect to resolve the delays in the process

5397) To receive declarations of interest
None

5398) Reports from Buckinghamshire Councillors

Councillor Alan Bacon asked the Parish Council if there had been any issues in the parish with lack of neighbour notification regarding planning applications. Cllr Brown explained that there had been some issues in the recent past and planning application notifications from the Planning Department to the Parish Council had had to be chased up recently.

Cllr MacBean reported that the council would shortly be commencing its programme to address potholes repairs, patch and plain and resurfacing works in the area.

5399) To suspend standing orders and invite questions from members of the public

A number of residents living in Buckland Common raised questions and concerns about a plan to locate a caravan and motorhome site comprising five pitches at Buckland Wood Farm. Concerns expressed related to the unsuitability of Little Twye Road being used for access to the site due to it being a narrow single track lane without suitable passing places, a dead end without turning place for large vehicles, blind bend and pinch point where vehicles are parted outside Little Twye Cottages. Residents requested that

Hayley Farrelly – Clerk to the Parish Council

the Parish Council raise their concerns with the Caravan and Motorhome Club. Several residents also drew the Council's attention to the presence of several caravans and motorhomes which had been parked adjacent to the proposed caravan site for some considerable period and asked the Parish Council to make enquiries.

5400) Reports

(a) Chairman's Report and Questions to the Chairman

Cllr Brown highlighted that two current councillors will be retiring from the Parish Council on the 6th May 2021. On behalf of the Parish Council and residents, Cllr Brown thanked Cllr Diane Brackley for her contribution over the past 3 years. Cllr Brown thanked Cllr Francis Sanger who had completed an incredible 38 years as a Councillor including several years serving as Parish Council Chairman. Cllr Sanger had had a major contribution to ensuring the interests and concerns of residents were represented and Parish Council matters were properly addressed. His expertise knowledge and enthusiasm would be much missed by colleagues. Fellow Councillors expressed their own thanks and appreciation for his work on behalf of the community and his valued advice on the widest range of issues.

(b) Clerk's Report

The Clerk's report was noted. The Clerk reported on::

(i) The arrangements for the 2020-21 Internal Audit

Councillors noted that documents for submission for the internal audit will be transferred electronically to the Internal Auditors in week commencing the 1st May 2021.

(ii) The NS&I Account

Documents for authorising amendments to the administration of the NS&I account had been received back from Councillors and will be sent off to NS&I.

5401) Finance

(a) To note the following regular orders of payments

(i) Clerk's net salary for April 2021

(ii) HMRC – £100.80

(b) To report and note payments made under section 4.5 of the Council's Financial Regulations approved by Chairman as per Register of Delegated Decisions circulated with Agenda

None

(c) To approve the following orders for payment and any other arriving after this notice

(i) Clerk's Expenses - £27.07 Approved

(ii) BMKALC Membership - £171.84 Approved

(iii) Zurich Insurance - £299.63. Councillors noted that the insurance premium for 2021-22 was the same as the previous year. On the basis that there have been no changes to the content of the policy, councillors were happy to approve..

(d) To note the following receipts

(i) Parish Council 2021-22 precept – first instalment of £5250.00 - noted

(ii) Devolution Agreement 2021-22 Payment – £1093.63 - noted

5402) To approve the 2020-2021 draft annual return for the Council and any other relevant documents and to certify the certificate of exemption for submission to the internal auditor

Having reviewed and noted the Q4 statement and accompanying financial report councillors confirmed their approval of the draft accounting statement and to certify the certificate of exemption. The Chairman signed both documents on behalf of the Council. The Clerk confirmed all paperwork having been prepared and signed off would be submitted to the Internal Auditor in the first week in May.

5403) Planning (see planning schedule)

(a) To deal with any planning applications, including those received after the date of this notice

(i) PL/21/1107/FA - Beechwood House Hawridge Vale HP5 2UG – no comment

(ii) PL/21/1154/FA - Heath End Cottage Heath End Hawridge HP4 3UE – no comment

(iii) PL/21/1184/FA - Little Bury Wood Cholesbury Lane HP23 6ND – no comment

(iv) PL/21/1359/NMA - Willow Tree Cottage Hawridge Vale HP5 2UG – no comment

(b) To receive decisions from Buckinghamshire Council

Recent decisions were noted (see planning schedule)

(c) To receive notice of appeals

It was noted there was no further progress on arrangements for an appeal for PL/20/1835/FA - EN/20/230 Field A4800 Cholesbury Lane, Buckland Common

- (d) To receive an update on enforcement matters
Cllr Brown said he had discussed concerns about the lack of progress on specific enforcement matters with Cllr MacBean. Cllr Macbean explained that the planning enforcement officers have a significant number of high priority cases at the moment that are having to be addressed ahead of others but recognised the frustration over delays. .
- (e) Siting caravan and motorhome pitches at Buckland Wood Farm
Following consideration of the concerns raised by residents at the meeting the Parish Council resolved to write to the Caravan and Motorhome Club to express on behalf of residents the concerns they had raised about the inappropriateness due to various road access issues of issuing a Certificate licensing a 5-pitch site for caravans and motorhomes at Buckland Wood Farm, Little Twye Road, Buckland Common
It was further resolved, in the light of information provided by residents at the meeting that the Parish Council would write to the Planning Dept at Buckinghamshire Council to enquire whether the provision of long term parking of caravans and motorhomes belonging to other owners at Buckland Wood Farm, Little Twye, Buckland Common required planning permission.

5404) To consider matters relating to Highways and Rights of Way

- (a) Highways and Rights of Way Schedule
Councillors reviewed the Schedule of outstanding highways and rights of way issues.
- (b) Consultation – Highways Act 1980 – Section 118 proposed extinguishment and section 26 proposed creation of part of public footpath number 48a – former Rose and Crown Pub Hawridge
Councillors noted the consultation and agreed the Council respond that the proposal was acceptable to the Parish Council. .
- (c) Strip of land on Jenkins Lane
Cllr Birchley asked about the ownership of a specific small strip of land on Jenkins Lane as residents had raised a concern about it not being mowed annually by Buckinghamshire Council. Cllr Brown advised it was understood to be owned by Buckinghamshire Council and should be maintained on an annual basis as part of the rural verge cutting programme. However, in recent years this had not occurred so the Parish Council had had to chase Transport for Bucks to carry out the work. Cllr Macbean suggested contacting Keith Dolan, at Buckinghamshire Council to check the Asset Register. Cllr Brown will provide details of the area in question to Cllr Macbean, who has agreed to pass this information on for clarification

5405) To consider matters relating to the Green at Buckland Common and Springall Hill Allotments

- (a) Cllr Blomfield reported that an overgrown Leylandii tree at the allotments in the boundary hedge with Browns Rise properties which a resident had reported has been inspected. It was agreed it needs reducing to a stump..

Cllr Brown advised a resident had reported a dead Whitebeam tree on Buckland Common. Cllr Sanger would check his records to see if it was a 'memorial tree' and advise Cllr Brown.

5406) To confirm the time and date of the next meeting

Monday, 17th May 2021 by video conference Meeting time changed to 6pm

Planning Applications Schedule April 2021

| Application No | Address | Description of Proposal | Date Submitted | Expiry Date | Parish Council Response | Status / Additional Comments |
|-------------------------|--|---|----------------------------|---------------|---|--|
| Determined | | | | | | |
| PL/21/0174/FA | Barncroft Hawridge ValeHawridgeBuckinghamshireHP5 2UG | Installation of replacement oil tank and associated hardstanding | 25 th Jan 2021 | | No comment | Conditional Permission |
| PL/21/0694/OA | Land Adjacent To 1 The Row Hawridge Common Hawridge Buckinghamshire | Outline application for erection of 2 semidetached dwellings | 2 nd March 2021 | | Comments submitted by PC | Refuse Permission |
| Long Outstanding | | | | | | |
| PL/19/2267/HB | The Full Moon Public House Hawridge Common Hawridge Buckinghamshire HP5 2UH | Insertion of two windows at first floor level to front elevation and installation of a new external fire door to side elevation. Alterations to internal staircase | 2 July 2019 | Not available | 22 July 2019 No Comment | 02/21 Email sent enquiring about longevity of outstanding application. No response received yet. |
| Outstanding | | | | | | |
| PL/20/3988/FA | Russet Barn Little Twye Road Buckland Common Buckinghamshire HP23 6PB | Side extension and conversion of stables into residential annexe | 8 th Dec 2020 | | No objection comment but needs to be ancillary to the main residence. | |
| PL/21/0368/FA | OS Field 3831 Hawridge Common Hawridge Buckinghamshire | Conversion of existing agricultural building into a residential dwelling | 1 st Feb 2021 | | Comments submitted by PC 5 th March | |
| PL/21/0307/FA | The Barn Vale Farmhouse Hawridge Vale Hawridge Chesham Buckinghamshire HP5 2UG | Conversion of existing building to form detached dwelling house, single storey rear extension, 4 rear and 2 side rooflights, changes to windows and doors, new gate and fencing, cycle storage and car charging point and | 5 th Feb 2021 | | No comment | |

| Application No | Address | Description of Proposal | Date Submitted | Expiry Date | Parish Council Response | Status / Additional Comments |
|-------------------------|---|---|-----------------------------|-------------|---|------------------------------|
| | | reduction to ground level immediately surrounding part of the existing building | | | | |
| PL/21/0390/FA | 7 Little Twye Cottages Little Twye Road Buckland Common Buckinghamshire HP23 6PB | Single storey rear extension and front rooflight to rear outbuilding, erection of pergola and landscaping including relocation of pond | 11 th Feb 2021 | | Comments submitted by PC 1 st March | |
| New Applications | | | | | | |
| PL/21/1107/FA | Beechwood House Hawridge Vale HP5 2UG | Roof extension to form side gable, new rear dormer window, new rear rooflight and relocation of front rooflight, changes to windows and doors and raising chimney stack | 18 th March 2021 | | No comment agreed by PC 26 th April 21 | |
| PL/21/1154/FA | Heath End Cottage Heath End Hawridge HP4 3UE | Erection of an outbuilding to the rear garden | 22 nd March 2021 | | No comment agreed by PC 26 th April 21 | |
| PL/21/1184/FA | Little Bury Wood Cholesbury Lane HP23 6ND | New garden outbuilding | 8 th April 2021 | | No comment agreed by PC 26 th April 21 | |
| PL/21/1359/NMA | Willow Tree Cottage Hawridge Vale HP5 2UG | Non material amendment to planning permission PL/19/2292/FA (Two storey front extension, roof alterations incorporating new dormer windows to front and side, enlargement of existing rear dormer window, new porch canopy, installation of flue, decking to rear) to allow for: Moving location of flue, moving location of porch canopy from north-west side elevation to south-east side elevation, changes to windows and doors | 8 th April 2021 | | No comment agreed by PC 26 th April 21 | |
| PL/21/0690/FA | Land Adjacent to Cholesbury Lane (OS Field 4800), Cholesbury Lane, Buckland Common, Buckinghamshire | Change of use of land to residential for members of the Gypsy/Traveller community, comprising the siting of 3 mobile homes and 3 touring caravans, and associated works (Hardstanding, parking, refuse store, vehicular access) for a temporary period of 3 years. | 18 th March 2021 | | Planning meeting on the 20 th April 2021 Objection in Strongest terms | |

Appeals

| Application No | Address | Description of Proposal | Date of Planning Inspectorate Appeal | Parish Council Response | Status / Comments |
|----------------------------|---|---|---|--------------------------------|---|
| PL/20/1835/FA EN/20/230 | Field A4800 Cholesbury Lane, Buckland Common | Change of use from agricultural to Travellers' site | tba | PC submission sent 12 Mar | Application Refused - 23 Sept 2020 Notification of Planning Appeal against refusal and planning enforcement received. Awaiting hearing date to be set. |

Enforcement Cases

| Ref Number | Address | Enforcement Issue | Est'd Infringement Start Date | Current Status |
|---|--|--|--------------------------------------|---|
| 2016/00270/AB | Little Pressmore Farm, The Vale, Chesham, HP5 3NS | Unpermitted Change of Use of outbuildings for industrial use | Late 2016 | Review Feb 2021 |
| EN/19/0315 | 7- Acre Field, Heath End Berkhamsted, HP4 3SU | Unpermitted Change of Use of field for wedding receptions | 8 th June 2019 | Jan 2021 PCN issued. Further update From Clr MacBean / Enforcement Team Apr '21. |
| APP/X0415/C/17/3189588 CH/2017/2099/FA | Woodlands Farm, Shire Lane | a) a. Change of use of Shepherds Hut to residential b. Change of use to Forge | 6 th November 2017 | No activity to convert to forge Review Feb 2021 |
| EN/20/230 | Field A4800 Cholesbury Lane, Buckland Common | Enforcement and Stop Notices issued on change of use – including surface and occupation by caravans etc | 2 June 2020 | Notice of Appeal Hearing received. see Appeals above |

Highways and Rights of Way Schedule – 21 April 2021

(Additional Items / updates since last report in Bold)

| Issue | Ref | Location StL=St Leonards BC=Buckland Common CH=Cholesbury H=Hawridge | First Raised | Reported date and Status TfB = Transport for Buckinghamshire FMS = Fix My Street Reporting tool RoW = Rights of Way Officer |
|----------------------|--------------------------|--|----------------------|--|
| Closed | | | | |
| Rights of Way Issues | 12 / 20 Pinned | Undefined Path between Sandpit Hill and Parrotts Lane – Ch | 2020 – 12 | Enquiry from Chiltern Society to have path added to Definitive Map – Raised with RoW Officer Dec 2020 – Registered with Definitive Map Team Feb '21 |
| Open | | | | |
| Flooding on Roads | 02 / 20 | Dorriens Farm, Cholesbury Lane - BC | Ongoing BCC | Pipe under road repaired, bore hole requires inspection / repair. Monitor |
| | 04 / 20 | 1 Cherry Tree Cottage Cholesbury Rd– Ch | 2020 – 08 | Jan '21 Flooding on road drain / pipe blocked – reported to TfB via FMS ref 4014 4147) chased LAT again. 21 / 04 still awaiting full response from Customer and Compliance Manager |
| | 15 / 21 | Oak Lane – Braziers End | 2020 – 12 | Flooding onto road from field – raised via FMS and discussed with landowner, |
| | 16 / 21 | Oak Lane (2 locations) – StL | 2021 – 01 | Flooding 2 adjacent locations reported to FMS: (i) by Dundridge Manor, (ii) near junction with Jenkins Lane landowner has cleared pipe but problem is caused by run-off and detritus along Jenkins Lane clogging up pipework |
| | 01 / 20 | Swan Lane / Jenkins Lane – StL | 2019 – 07 BCC | Remedial work undertaken at The Hermitage Sept 2020, Monitored remedial work unsuccessful. Permanent solution required raised with Cllr MacBean |
| Highway Maintenance | 13 / 20 | Arrewig Lane – St L | 2020 – 11 | Pot holes and warn road surface throughout length reported via FMS and to Cllr Birchley |
| | 18 / 21 | Hawridge Common HP5 2UQ | 2021 - 02 | Two Trees in Verge leaning into road opposite house previously reported but no action LAT ref 4014 3170 chased Feb 26 – Site visit 1 Mar –Referred to Tree Surgeon for assessment 22/03 Chased 14 April as yet no update provided |

Hayley Farrelly – Clerk to the Parish Council

| Issue | Ref | Location StL=St Leonards BC=Buckland Common CH=Cholesbury H=Hawridge | First Raised | Reported date and Status TfB = Transport for Buckinghamshire FMS = Fix My Street Reporting tool RoW = Rights of Way Officer |
|----------------------|---------|--|------------------|--|
| Signage | 06 /20 | Taylors Lane St L | 2020 - 04 | De-limit/40mph sign pole leaning. – Chased up via Cllr MacBean and reported again to FMS.ref 4607 5403 - No Action yet taken (Nov 2020). Chased Jan 21, Chased 22 Mar 21/04 Customer Compliance Manager advised order for replacement sign now made |
| | 07 /20 | Hawridge Lane – Junction with Hawridge Common | 2020 – 03 | 'No Motorised Vehicles' blue advisory sign missing. Reported to LAT and Rights of Way Officer. Chased Jan 21 No response ref 4012 6323 – Referred to Customer Compliance Manager (22 Mar) 21/04 advised order for replacement sign now made |
| | 09 / 20 | Whole Parish | 2020– 10 | Devolution Project- Cleaning of Road Name and Village Entry and Destination Signs – data gathering for Spring 2021 |
| | 17 / 21 | Shire Lane / Cholesbury Rd - C | 2021 – 02 | Blue Cycle Route sign hanging loose – reported to FMS Advised scheduled for repair by FMS to be chased after 31 Mar |
| Road Markings | 10 / 20 | Whole Parish | Ongoing BCC | Repainting of Road signs – mid line/ junctions / roundels/ warning- junction signage completed midline and roundels outstanding - 2020 -10 Reported to Amersham Depot Manager by Cllr MacBean. Notified by Jane MacBean that order placed for renewing signage April 21 |
| Rights of Way Issues | 11 / 20 | Rerouting of footpath CSL 48/A1 Hawridge Common - H | 2020 – 10 | Extinction of part footpath and creation of part footpath CSL48A at the former site of the Rose and Crown Pub Hawridge Common. Awaiting approval Parish Council to respond content with proposal |