

CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL

The Meeting of the Parish Council took place on Monday, 17th May 2021 at 6pm

Present: Cllrs Brown (Chairman), Blomfield, Kersting and Ingram

Also Present: Mrs Farrelly (Clerk),

- 5407) To elect a Chairman
The Clerk asked for the nominations for Chairman. Cllr Blomfield proposed Cllr Brown; the other councillors seconded the nomination. Cllr Chris Brown was duly elected as Chairman for one year.
- 5408) To receive the Chairman's Declaration of Office and those of all other councillors, countersigned by the Proper Officer unless resolved for this to be done at a different time
Received and signed
- 5409) To receive apologies for absence
Cllr Matthews, Buckinghamshire Council Cllr Mrs P Birchley and Cllr Mrs J MacBean sent their apologies.
- 5410) To elect a Vice Chairman
The Chairman asked for the nominations for Vice Chairman. Cllr Brown proposed Cllr Ingram; the other councillors seconded the nomination. Cllr Bill Ingram was duly elected as Vice-Chairman for one year.
- 5411) To appoint members of the Planning Committee
All Councillors were appointed to sit on the planning committee (Cllrs Brown, Matthews, Ingram, Blomfield and Kersting).
- 5412) To appoint representatives for Turpin Charity and St Leonards Parish Hall
(i) Turpin Charity – John Allen
(ii) St Leonards Parish Hall – Cllr Bill Ingram
- 5413) To approve the minutes of the meeting of the Parish Council held on 26th April 2021
Approved and signed.
- 5414) To receive declarations of interest
None
- 5415) Reports from Buckinghamshire Councillors
There were no Buckinghamshire Councillors present at the meeting.
- 5416) To suspend standing orders and invite questions from members of the public
There were no members of the public present
- 5417) Reports
- (a) Chairman's Report and Questions to the Chairman
Nothing to report
- (b) Clerk's Report including:
Policy Review
To note the decision to review the following governance/policy documents with the intention of approving them at the next meeting:
- (i) Publication Scheme
 - (ii) Standing Orders
 - (iii) Financial Regulations
 - (iv) Code of Conduct
 - (v) Complaints Policy
 - (vi) Data Privacy Policy
 - (vii) Covid-19 Continuity Plan
 - (viii) Risk Analysis Schedule
 - (ix) Internet Bank Procedures
 - (x) Accessibility Statement
 - (xi) Asset Register - Councillors noted the reviewed Asset Register and subject to a minor amendment, it was approved.
- (c) Register of Members Interests
The Clerk highlighted that the Register of Members Interests has been published to the Parish Council website and sent to democracy services to update the Buckinghamshire Councils website.

- (d) Review of inventory of land and assets including noticeboards, seats and office equipment
Councillor having reviewed the Asset Register agreed the inventory of Council owned assets.

5418) Finance

- (a) To note the following regular orders of payments
(i) Clerk's net salary for April 2021 – noted
(ii) HMRC – £100.80 - noted
- (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 - £8.23 - approved
(ii) Chairman's expenses/Retirement Gift - £63.45 – approved
(iii) BMKALC Training for Clerk - £30.00 – approved
- (d) Bank Account Signatories
It was agreed to remove Francis Sanger and add Cllr Blomfield as signatories to the Lloyds Bank account

5419) Planning (see planning schedule)

- (a) To deal with any planning applications, including those received after the date of this notice:
(i) PL/21/1630/FA - Woodview House Farm The Vale Hawridge Buckinghamshire HP5 3NT – It was agreed to comment that the development should be ancillary to Woodview House Farm.
- (b) To receive decisions from Buckinghamshire Council
See planning schedule
- (c) To receive notice of appeals
No further update on current appeals.
- (d) To receive an update on enforcement matters
No further update on current enforcement matters.

5420) To consider matters relating to Highways and Rights of Way

- (a) See Highways and Rights of Way Schedule
- (b) To consider opportunities to use the devolution grant for the year
(i) Councillors agreed for road signs to be cleaned. The clerk was asked to contact the contractor used before for a quotation.
(ii) It was agreed Cllr Brown would discuss deployment of the MVAS equipment by Chesham Town Clerk in return for a set payment.

5421) To consider matters relating to the Green at Buckland Common and Springall Hill Allotments

Cllr Blomfield reported that In general, the allotments are in good shape. It was agreed that tree surgery work would be carried out in Autumn 2021. The relevant residents would be notified by the Clerk. Confirmed that The Green will not be cut before the end of July.

5422) To confirm the time and date of the next meeting

- (a) 6pm on Monday, 28th June 2021

Planning Applications Schedule

Application No	Address	Description of Proposal	Date Submitted	Expiry Date	Parish Council Response	Status / Additional Comments
Determined						
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		Objected Comments submitted by PC	Refused Permission
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 Apr 21	Permitted
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 Apr 21	Conditional Permission
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 Apr 21	Conditional 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						

Application No	Address	Description of Proposal	Date Submitted	Expiry Date	Parish Council Response	Status / Additional Comments
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 reduction to ground level immediately surrounding part of the existing building	5 th Feb 2021		No comment	
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	
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	
PL/21/1184/FA	Little Bury Wood Cholesbury Lane HP23 6ND	New garden outbuilding	8 th April 2021		No Comment Apr 21	
New Applications						
PL/21/1630/FA	Woodview House Farm The Vale Hawridge Buckinghamshire HP5 3NT	Partial conversion of an agricultural barn into a residential annex, including 2 new side windows and 4 front roof lights	6 th May 2021		No objection comment but needs to be ancillary to the main	

Application No	Address	Description of Proposal	Date Submitted	Expiry Date	Parish Council Response	Status / Additional Comments
					residence.May 21	

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. Still awaiting 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 received. see Appeals above

Highways and Rights of Way Schedule – 17 May 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
	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 response to support proposal
Flooding on Roads	02 / 20 Pinned	Dorriens Farm, Cholesbury Lane – BC	Ongoing	Pipe under road repaired, bore hole requires inspection / repair. Monitor
	15 / 21 Pinned	Oak Lane – Braziers End	2020 – 12	Flooding onto road from field – raised via FMS and discussed with landowner, to be monitored
Open				
Flooding on Roads	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
	16 / 21	Oak Lane (2 locations) – StL	2020 – 12	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

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
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 May as yet no update provided
Signage	06 /20	Taylor's 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 – 0	'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 awaiting update
	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 Ma
	19 / 21	Give-Way Sign Taylor's Lane – St L	2021 -05	Replace / repair Give Way Sign at junction of Taylor's Lane and Chapel Road. Reported to FMS 1 May
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 –May 21
Verge Maintenance	20/21	Jenkins Lane – Top end - Stl	2021 -05	Mowing of grass on wide verge at top end of village – referred to Cllr MacBean to discuss with Asset Management Team
Rights of Way Issues				