

CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL

The Meeting of the Parish Council took place at St Leonards Village Hall on Tuesday, 19th April 2022 at 6pm

Present: Cllrs Brown (Chairman), Ingram, Kersting and Maury.

Also Present: Cllr Birchley and Mrs Farrelly(Clerk)

5525) To receive apologies for absence

Apologies were received from Cllr Jane Macbean, Cllr Philip Matthews and Cllr Mohammad Fayyaz.

5526) To approve the minutes of the meeting of the Parish Council held on 28th March 2022 and deal with any Matters Arising

Approved and signed by the Chairman

5527) To receive declarations of interest

Cllr Kersting declared an interest in two planning applications (PL/22/0985/FA and PL/22/0978/FA)

5528) Reports from Buckinghamshire Councillors

Cllr Birchley highlighted the following:

- Bin collection schedules are being changed in the south of the County and residents will shortly be receiving letters through the post notifying them of these changes, which are due to commence on 9th May 2022.
- Fly-tipping in the area has been discussed with some residents. Discussions are ongoing regarding having a temporary camera fitted in Shire Lane to try to catch offenders. It has been identified that the fly-tipping in the County is the result of a few individuals who fly tip on a regular basis.
- Figures published today show that more than 9 out of 10 families in Buckinghamshire received their first-choice preference for a primary school place this year. For children starting Reception, 90.75% received their first-choice allocation (compared to 89.27% last year) and 96.78% of families got their top choice of Junior school (compared to 96.29% last year). The number of children being allocated a Reception place within their list of preferences is higher than the national average at 98.7% (compared to 98.4% nationally).
- Taxi drivers in the County will from September onwards, be required to pass an English language skills tests in order to renew their licence. Their licences need to be renewed every 3 years.
- The budget for the Chesham and Villages Community Board this year is £111K, which is significantly less than last year. It is the intention to offer smaller grants so that it can be spread more widely across the whole of the community board area.
- The 'Homes from Ukraine' programme has been gathering pace and there will be an open event on the 31st May 2022 at the Elgiva for community groups and supporters to attend.

Cllr Birchley would be undertaking site visits in the Parish with the Local Area Technician and asked for issues/ sites requiring attention. Cllr Brown highlighted several, in particular the bank of grit and broken up road surface in the middle Vale Road close to The Black Horse Inn that remains a problem despite repeated demands to TfB to take action..

5529) To suspend standing orders and invite questions from members of the public

No members of public were present.

5530) Reports

(a) Chairman's Report and Questions to the Chairman inc. Queens Platinum Jubilee update

Cllr Brown had submitted a Jubilee community board bids for a grant towards childrens jubilee balloons at St Leonards Fete display including balloons. Buckinghamshire Council's environmental policy does not permit funding for balloons. Councillors agreed to a grant to the Hall Committee from the Parish Council to support the village hall celebrations. In addition, a bid for a grant for a small amount of bunting for a village street party has been submitted and awaits a response.

Councillors heard that that a village bonfire/beacon will be built and supervised by Councillor Matthews. The Clerk / Chairman will check with the Council's insurer that its policy would fully indemnify this event with or without adjustment..

(b) Clerk's Report

(i) Preparation for Audit

The Clerk advised the paperwork for the internal audit has been being prepared in the past few weeks and Councillors will be asked to approve the draft accounting statements, bank reconciliation and variances at the meeting. These documents, as well as all minutes, payroll, governance documents, accounts and a myriad of other information will all be sent the auditors for review. At the June Parish Council meeting, the audit report and observations should have been

returned and Councillors will be asked approve these reports and accounting statements ahead of publication on the website and noticeboards.

(c) Update on Broadband Project

Cllr Ingram reported the fibre project for the Cholesbury exchange according to Openreach remains on track for delivery in June. Concerns have been raised with Openreach about the disruption to progress of the project to bring fibre to parish residents who are served by the Wendover exchange. DCMS has initiated a new scheme, Project Gigabit, and never opened the voucher pledging portal for the addresses on Taylors Lane and Lanes End. We have been assured that this entails a delay and not a cancellation.

5531) Finance

(a) To note the following regular orders of payments

- (i) Clerk's net salary for April 2022 - noted
- (ii) HMRC – £102.37 – noted
- (iii) Information Commissioners Annual Data Protection Fee - £35.00 - 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 - £28.42 - approved
- (ii) Zurich Insurance - £304.05 – approved
- (iii) BMKALC Subscription - £159.77 - approved

(d) To note the following receipts

- (i) Parish Council 2022-23 precept– first instalment of £5,400.00 - noted
- (ii) Devolution Agreement 2022-23 Payment – full payment of £1,126.49 - noted

(e) To approve the Q4 statement

Councillors received the Q4 statement which covers the full financial year from the 1st April 2021 to the 31st March 2022 and were happy to approve the accounts. The Chairman signed the Q4 statement.

5532) To approve the 2021-2022 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 approving the Q4 statement and accompanying financial report councillors confirmed their approval of the draft annual governance statement, draft accounting statement and to certify the certificate of exemption. The Chairman signed both draft documents on behalf of the Council. The Clerk confirmed all paperwork having been prepared would be submitted to the Internal Auditor before the end of the month.

5533) Planning (see planning schedule)

(a) To note any responses to planning applications since the last meeting

None

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

- (i) PL/22/0961/FA - Bracken View Hawridge Common Hawridge Buckinghamshire HP5 2UQ – no comment.
- (ii) PL/22/0985/FA - Glebe Farm Heath End Hawridge Buckinghamshire HP4 3UE – comments to be submitted.
- (iii) PL/22/0978/FA - 1-2 Heath End Hawridge Buckinghamshire HP4 3UE - comments to be submitted

(c) To receive decisions from Buckinghamshire Council – see schedule

The schedule was noted.

(d) To receive notice of appeals – see schedule

It is understood that a new date for the continuance of planning appeal PL/20/1835/FA EN/20/230 has been set for the 19th July 2022, but this is yet to be confirmed.

(e) To receive an update on enforcement matters – see schedule

There are no updates to any enforcement matters noted in the schedule.

5534) To consider matters relating to Highways and Rights of Way

(a) Review Highways and Rights of Way Schedule

The schedule has been updated and highway and RoW issues separated out. Cases requiring follow up identified in schedule

(b) Other highways matters

A street sign schedule has been created in readiness for cleaning. Cllr Ingram agreed to review the schedule ahead of seeking a quotation for street cleaning. Once quotations have been received these will be circulated to the rest of the councillors for consideration.

Councillors noted the MVAS report for Hawridge Common, which was circulated prior to the meeting. There was a single highest speed recorded in excess of 80mph during the daytime. This raises some concerns and would be investigated further to see if there was any pattern.

5535) To consider matters relating to the Green at Buckland Common, Springall Hill Allotments and other maintenance matters

Nothing to report.

5536) To note date of the next meeting:

(i) Tuesday, 31st May 2022 at St Leonards Parish Hall

APPENDIX 1

Application No	Address	Description of Proposal	Date Submitted	Expiry Date	Parish Council Response	Status / Additional Comments
Decided						
PL/21/3643/FA	Old Orchard Oak Lane Braziers End Buckinghamshire HP5 2UL	Remodelling and extending single storey rear extension, changes to windows and doors, addition of a lap-pool and pool changing building in garden	6 Oct '21		October 2021 No comment	Conditional Permission
PL/22/0353/FA	The Potteries Broomstick Lane Cholesbury Buckinghamshire HP23 6PF	Demolition of part two storey side projection and replacement with two storey side extension on same footprint	7 Feb		February 22 No comments	Conditional Permission
PL/22/0471/FA	Tansy Cottage Cholesbury Lane Buckland Common Bucks HP23 6NQ	Construction of a 2-bay detached garage with side office in rear garden	14 Feb		February 22 No comments	Conditional Permission
PL/22/0477/TP	The Old Manor House Cholesbury Lane Cholesbury Bucks HP23 6ND	Oak (T1) - Reduce the height and spread by 2-3 metres. (TPO/1958/002)	9 Feb		February 22 No comments	Conditional Permission
Outstanding						
PL/22/0188/FA	Old Bruns Farm Arrewig Lane St Leonards Buckinghamshire HP23 6NR	Erection of shed for storing equipment for orchard use	26 Jan		February 22 No comments	
PL/21/4446/FA	Bramleys Broomstick Lane Cholesbury Buckinghamshire HP23 6PF	Two storey side and rear extension following demolition of existing single storey side projection	19 Nov		December 2021 No comment	
PL/22/0374/FA	Hayford Parrotts Lane Cholesbury Buckinghamshire HP23 6ND	Demolition of existing garage and existing single storey side extension and construction of part single, part two storey side extension, single storey link extension to single storey attached garage, new front porch, re-roofing to main house and new rendered wall finish to replace existing painted brick, extended driveway	9 Feb		February 22 No comments	
PL/21/4902/FA	Overburnts Cholesbury Lane Cholesbury Buckinghamshire HP23 6ND	Alterations to garage including partial conversion, installation of dormer window and extension following demolition of storage room	18 Feb		February 22 No comments	
PL/22/0481/SA	Little Bury Wood Cholesbury Lane Cholesbury Buckinghamshire HP23 6ND	Certificate for Lawfulness for proposed change of use from residential (Use Class C3) to mixed use residential (Use Class C3) and podiatry (Use Class E(e))	23 Feb		February 22 No comments	

New Applications						
PL/22/0978/FA	1 - 2 Heath End Hawridge Buckinghamshire HP4 3UE	Erection of rear outbuilding and addition of external staircase and 2 front and 2 rear rooflights to existing garage	5 April		April 2022 No comment	
PL/22/0985/FA	Glebe Farm Heath End Hawridge Buckinghamshire HP4 3UE	Partial demolition of existing buildings and conversion of retained sections to facilitate creation of new detached dwelling and extension of existing dwelling	21 March		April 2022 Comments to be submitted	
PL/22/0961/FA	Bracken View Hawridge Common Hawridge Buckinghamshire HP5 2UQ	Single storey rear extension, first floor rear extension with additional windows on side elevation.	17 March		April 2022 Comments to be submitted	

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 Date for appeal reset for Tuesday 8th Mar (6 days) Adjourned after day 4 due to illness of advocate, remaining days rescheduled for from July 19th

Enforcement Cases

Ref Number	Address	Enforcement Issue	Est'd Infringement Start Date	Current Status
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	Enforcement and stop notices still in force see Appeals above

Highways and Rights of Way Schedule – April 2022

*(Additional Items / updates since last report in yellow) Appendix 2

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 RoW = Rights of Way
Closed				
Flooding on Roads	02 / 20	Dorriens Farm, Cholesbury Lane – BC	Ongoing	Pipe under road repaired, bore hole requires inspection / repair. 09 /21 Drainage inspection revealed no issues – no recent flooding problems
Pinned				
Rights of Way Issues	12 / 20	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
Highway Issues				
Flooding on Roads	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 01/05 who has raised with Drainage Manager to be reviewed at September meeting. Raised again with Cllr MacBean requesting meeting with Drainage Manager
	21 / 21	Vale Rd - H	2021 - 05	Road surface just below Black Horse inn pub worn out. Due to Gravel that built up and was not totally removed road surface is slippery. Reported to FMS 19/05/22
Road Maintenance	27 / 21	Pound Lane H	2021 - 09	Reported to FMS 09/15 road surface broken up / worn on whole length 275m Nov 2021 Inspection carried out by Bucks Council and Cllr MacBean
	20 / 21	Jenkins Lane – Top end - Stl	2021 -05	Mowing of grass on wide verge at top end of village – 21/04 referred to Cllr MacBean to discuss with Asset Management Team
Verge Maintenance	23 / 21	Verge Cutting	2021 - 07	Vision splay and verge clearance schedule queried with Ops Manager TfB Clearance work eventually completed w/e 20 th August. Quality of cut is poor areas missed and verge not fully cleared of perennial growth. Query if final cut has been undertaken
	29 / 21	Bridleway - Black Horse Lane CSL/51/1	2021 - 09	Bridleway being assessed for drainage work by RoW team
	24 / 21	Oak Lane - CH	2021 - 09	Missing bollards on one side of double bend need replacing Posted FMS 09/15
	17 / 21	Shire Lane / Cholesbury Rd - C	2021 – 02	Blue Cycle Route sign hanging loose – reported to FMS Advised scheduled for repair by FMS chased C&CM 07/06 May chased July no change
Road Signage	09 / 20	Whole Parish - H	2020 – 10	Devolution Project- Cleaning of Road Name and Village Entry and Destination Signs – data gathering for Spring 2022 completed contractor to be sought

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	31 / 22	Hill Farm Rd - H	2022 - 01	New Blue Advisory sign unsuitable for motorised vehicles top end by Hill Farm reported to FMS 40183366 Following escalation has now been scheduled by LAT
	32 / 22	Heath End - H	2022 - 01	Request submitted to FMS for provision of street signs 'Heath End' and rectification of misapplied use of Cock Grove to online mapping.
	34 / 22	Hawridge Vale	2202 - 04	Leaning road name sign at end of Hawridge Vale ref: 4019031
Rights of Way Issues				
Stiles	30 / 21	Nr Hawridge Court - H	2021 - 11	Two damaged Stiles (1) Stile CSL/2285 on footpath CSL/32/2. FMS ref 211130256. (2) CSL/2200 on footpath CSL/21/1. FMS ref 211132933. Previously reported 6 April 2021 (ref: 210424584) Cllr Kersting reports that no repair undertaken to date.
	33 / 22	Bottom Road - BC	2022 - 01	Stile CSL/2201 on Footpath CSL/21 requires an additional step. Landowner and Rights of Way Team have been advised by Cllr Ingram who will follow up as not resolved yet for May meeting
	37 / 22	Heath End - H	2022 - 04	Damaged Stile CSL/2292 on path CSL/35/2 between Horseblock and /heath End ref: 220466878
	36 / 22	Btw Oak Lane and Cholesbury Lane BC.	2022 - 04	Stile on footpath CSL/19/3 difficult to cross due to height needs replacing with gate. Reported to RoW team 04 / 04 / 22 Ref no 220481748
Signposts	35 / 22	Hawridge Vale - H	2022 - 04	Leaning & damaged footpath signpost & damaged finger at end of Hawridge Vale Reported to RoW team 04/04/22 signpost: CSL/43413, fingerpost CSL/10413 on path CSL/48B/2. Report ref: 220473966

