

## CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL

The Meeting of the Parish Council met at St Leonards Village Hall on Tuesday, 31<sup>st</sup> May 2022 at 6pm

**Present:** Cllrs Brown (Chairman), Ingram, Matthews and Maury

**Also Present:** Mrs Farrelly (Clerk) and County Councillor P Birchley

5537)	<u>To receive apologies for absence</u> Cllr Kersting, Buckinghamshire Council Cllr Mrs J MacBean and Cllr M Fayyaz sent their apologies.
5538)	<u>Election of the Chairman and Vice Chairman</u> The Clerk asked for the nominations for Chairman. Cllr Ingram proposed Cllr Brown; the other councillors seconded the nomination. Cllr Chris Brown was duly elected as Chairman for one year.  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.
5539)	<u>To receive the Chairman's Declaration of Office, countersigned by the Proper Officer or, if not then received, to decide when it shall be received</u> It was resolved to forward this to the Chairman for signature
5540)	<u>To appoint representatives for Turpin Charity and St Leonards Parish Hall</u> (i) Turpin Charity – John Allen (ii) St Leonards Parish Hall – Cllr Bill Ingram
5541)	<u>To approve the minutes of the meeting of the Parish Council held on 19<sup>th</sup> April 2022 and deal with any Matters Arising</u> Approved and signed
5542)	<u>To receive declarations of interest</u> None
5543)	<u>Reports from Buckinghamshire Councillors</u>  Cllr Brown, on behalf of the parish council, congratulated Cllr Birchley on her recent appointment as Vice-Chairman of the Council.  Cllr Birchley highlighted <ul style="list-style-type: none"><li>• The new Veola household waste contract has run into difficulties and the Council are aware of the problems that residents are facing and working hard to rectify them.</li><li>• Last night was Chesham and Community Board fair at Elgiva and was well attended. Presented Pride of Bucks awards.</li><li>• Community Impact Bucks have funding opportunities for not for profit organisations and groups in Buckinghamshire. March funding</li><li>• £111K is the budget for this year's Community Board funding</li><li>• HS2 – lots of roads being shut and affecting lots of residents and causing problems. The Council remain vigilant on the impact on local residents and continue to challenge HS2.</li></ul>
5544)	<u>To suspend standing orders and invite questions from members of the public</u> None
5545)	<u>Reports</u>
(a)	<u>Chairman's Report and Questions including</u> (i) <u>Update on Jubilee events and funding to be approved</u> Cllr Brown proposed a small grant of £200 from the parish council as a contribution for the children's jubilee celebrations at St Leonards PH Fete. Councillors approved this payment.
(b)	<u>Clerk's Report including:</u> (i) <u>To note the review and approval of the following governance/policy documents:</u> <ul style="list-style-type: none"><li>• Standing Orders</li><li>• Financial Regulations</li><li>• Code of Conduct</li><li>• Complaints Policy</li><li>• Asset Register</li></ul>

	<p>Councillors reviewed and approved the policies listed above.</p> <p>(ii) <u>To note the review and, at the next meeting, approval of the following governance/policy documents:</u></p> <ul style="list-style-type: none"> <li>• Publication Scheme</li> <li>• Data Privacy Policy</li> <li>• Covid-19 Continuity Plan</li> <li>• Risk Analysis Schedule</li> <li>• Internet Bank Procedures</li> <li>• Accessibility Statement</li> </ul>
	<p>(c) <u>Update on Broadband Project</u>  Cllr Ingram reported that although there are still some parts of the Cholesbury fibre installation to be built, Openreach chief engineers have advised us they expect this scheme to be completed 12<sup>th</sup> June 2022. There will then be a period of testing and commissioning which could take a further 2 weeks. Finally, Openreach will contact all vouchers holders asking them to place orders with their chosen service providers. It is not clear at this point what the process will be for addresses which did not validate a voucher. The Taylors Lane project is still on ice due to overwhelming demand for scheme nationally..</p>
5546)	<u>Finance</u>
	<p>(a) <u>To note the following regular orders of payments</u></p> <p>(i) Clerk's net salary for May 2022 - noted  (ii) HMRC – £102.37 - noted</p>
	<p>(b) <u>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</u>  None</p>
	<p>(c) <u>To approve the following orders for payment and any other arriving after this notice</u></p> <p>(i) Clerk's Expenses - £7.55 - approved  (ii) SLCC Membership - £171.00 - approved  (iii) Chairman's expenses £6.20 - approved  (iv) 50% of PO Box - £189.00 - approved</p>
	<p>(d) <u>To note the the payment of the VAT refund for the previous financial year</u>  Councillors noted that the VAT refund for the previous financial year of £1533.67 has now been paid into the current account.</p>
5547)	<u>Planning (see planning schedule)</u>
	<p>(a) <u>To note any responses to planning applications since the last meeting</u>  None</p>
	<p>(b) <u>To deal with any planning applications, including those received after the date of this notice:</u></p> <p>(i) PL/22/1665/KA - Holly Cottage Hawridge Common Hawridge Buckinghamshire HP5 2UH – no comments  (ii) PL/22/1050/FA - The Old Farmhouse Heath End Hawridge Buckinghamshire HP4 3UE – It was agreed the Council will object to this application. Comments to be submitted  (iii) PL/22/1494/FA - Craven Cottage Jenkins Lane St Leonards Buckinghamshire HP23 6NW – no comments  (iv) PL/22/1512/FA - 1 Braziers End House Rays Hill Braziers End Buckinghamshire HP5 2UJ – no comments</p>
	<p>(c) <u>To receive decisions from Buckinghamshire Council – see schedule</u>  The schedule was noted</p>
	<p>(d) <u>To receive notice of appeals – see schedule</u></p> <p>(i) PL/21/2490/TP - Overburnts Cholesbury Lane Cholesbury Buckinghamshire HP23 6ND - Noted</p>
	<p>(e) <u>To receive an update on enforcement matters – see schedule</u>  Cllr Brown updated councillors on current and past enforcement matters and noted that recent activity at 7 Acre Field( EN/19/0315) lasting 23 days is already close to the permitted maximum 28 days limit allowed and therefore the Parish Council will inform the Buckinghamshire Council enforcement team.</p>
5548)	<u>To consider matters relating to Highways and Rights of Way</u>
	<p>(a) <u>Review Highways and Rights of Way Schedule</u>  The schedule has been updated. Cases requiring follow up identified in schedule.  <u>Other highways matters</u></p>
	<p>(b) Cllr Brown reported that the programme of verge cutting involving four cuts completed each year but unfortunately has once again not even started by the end of May this year. Cllr Birchley agreed to look into this further.</p>

5549)	<u>To consider matters relating to the Green at Buckland Common, Springall Hill Allotments and other maintenance matters</u> Cllr ngram reported on a very late request to cut the common received ahead of the Jubilee Celebrations.
5550)	<u>To note date of the next meeting:</u> (i) Tuesday, 21 <sup>st</sup> June 2022

**APPENDIX 1**

Application No	Address	Description of Proposal	Date Submitted	Expiry Date	Parish Council Response	Status / Additional Comments
<b>Decided</b>						
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	Conditional Permission
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	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
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	Withdrawn
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 22 Comments submitted	Conditional Permission
<b>Outstanding</b>						
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/21/4902/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/22/0985/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 22 Comments 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 22 No comments	

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<b>New Applications</b>						
PL/22/1665/KA	Holly Cottage Hawridge Common Hawridge Buckinghamshire HP5 2UH	T1 cherry - crown reduce by removing approximately 3-4m from height and 2m from sides; T2 - holly - crown reduce height by approximately 2m and sides by approximately 0.5m - (Cholesbury & Hawridge Conservation Area)	9 May		May 22 No comments	
PL/22/1050/FA	The Old Farmhouse Heath End Hawridge Buckinghamshire HP4 3UE	Erection of stabling, hay store and feed/tack room and equipment store for private use	22 April		May 22 Objection comments to be submitted	
PL/22/1494/FA	Craven Cottage Jenkins Lane St Leonards Buckinghamshire HP23 6NW	Demolition of existing outbuildings and erection of a single storey rear extension	27 April		May 22 No comments	
PL/22/1512/FA	1 Braziers End House Rays Hill Braziers End Buckinghamshire HP5 2UJ	Removal of existing garage and outbuilding and erection of detached garage with storage	20 May		May 22 No comments	

#### 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 <b>Date for appeal reset for Tuesday 8<sup>th</sup> Mar (6 days) Adjourned after day 4 due to illness of advocate, remaining days to be rescheduled for hopefully late April</b>

#### 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
EN/19/0315	7Heath End Acre Field(	Non permitted use of the field for wedding events and storage of equipment		Noted that following an event on 12 <sup>th</sup> April tents remained in place for 25 days to be reported to enforcement team

Highways and Rights of Way Schedule – May 2022

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
<b>Closed</b>				
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 raided with Drainage Manager to be reviewed at September meeting. Raised again with Cllr MacBean requesting meeting with Drainage Manager. <b>Monitored and main issue has been largely resolved May '22</b>
Bridleway	29 / 21	Bridleway - Black Horse Lane CSL/51/1	2021 - 09	Bridleway being assessed for drainage work by RoW team. <b>Work completed</b>
<b>Pinned</b>				
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
Verge Maintenance	20 / 21	Jenkins Lane – Top end - Stl	2021 - 05	Mowing of grass on wide verge at top end of village – 04/21 referred to Cllr MacBean to discuss with Asset Management Team 05/22 Parish Council to organise cutting for 2022
Flooding on Roads	22 / 21	Sandpit Hill	2021 - 06	Pipework and Bore hole needs clearing Clr MacBean assisting to get full inspection 09 /21 Awaiting scheduled Drainage inspection 40176069 <b>05/22 TFB chased up</b>
<b>Highway Issues</b>				
Road Maintenance	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. To be escalated to TfB management
	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. <b>Awaiting full repairs following pothole filling repairs May '22</b>
Verge clearance				

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	23 / 21	Verge Cutting	2021 - 07	20121 - Vision splay and verge clearance schedule queried with Ops Manager TfB Clearance work eventually completed w/e 20 <sup>th</sup> August. Quality of cut is poor areas missed and verge not fully cleared of perennial growth. <b>First splay cuts bot done in mid April – mid May 2022, to be escalated to TfB Mgt and referred to Cllr Birchley for assistance</b>
	24 / 21	Oak Lane - CH	2021 - 09	Missing bollards on one side of double bend need replacing Posted FMS 09/15 <b>Chased up May 2022</b>
	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
	<b>31 / 22</b>	<b>Hill Farm Rd - H</b>	<b>2022 - 01</b>	New Blue Advisory sign unsuitable for motorised vehicles top end by Hill Farm reported to FMS 40183366 <b>05/22 Following escalation has now been scheduled by LAT</b>
	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
	40 / 22	Nut Hazel Cross - H	2022 - 04	Missing/damaged signs - Warning sign ‘Double bends ahead’ and qualifying sign ‘For 1 ½ miles at junction of Vale Road / Hawridge Hill FMS <b>40191582 25/04 Advised installation approved by TFB May ‘22</b>
		<b>Rights of Way Issues</b>		
Stiles /Gates	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. <b>05/22 Landowner and Rights of Way Team have been chased up by Cllr Ingram.</b>
	37 / 22	Heath End - H	2022 - 04	Damaged Stile CSL/2292 on path CSL/35/2 between Horseblock and /heath End ref: 220466878

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	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
	38 / 22	Btw the fort & Parrotts Farm - C	2022 - 04	Gate CSL/2226 on path CSL/26/3 - latch part missing from gate. Ref: 220428597
	39 / 22	Behind Parrots Farm - C	2022 - 04	Gate CSL/43454 on path CSL/26/3 - latch part missing on closing post. Ref: 220434511.
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