

CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL

The Meeting of the Parish Council took place at St Leonards Parish Hall on Tuesday, 18th April 2023 at 6.30pm

Present: Cllrs Brown, Maury, Ingram, Matthews and Kersting

In attendance: Parish Clerk Mrs Hayley Farrelly and Buckinghamshire Council Cllr T Birchley

5551) To receive apologies for absence
Buckinghamshire Council Cllr J Macbean and Cllr M Fayaz had sent their apologies.

5552) To approve the minutes of the meetings of the Parish Council held on 28th March 2023 and Extraordinary Meeting held on 13th April 2023 and deal with any Matters Arising
Approved and signed

5553) To receive declarations of interest
None

5554) Reports from Buckinghamshire Councillors

Chesham and Villages Community Board Engagement Event and Proud of Bucks Awards is taking place on Thursday 27th April 2023 at Chesham Town Hall.

Sponsored by the Clare Foundation, the Community Board will be presenting Proud of Bucks Awards for Chesham and Villages.

Buckinghamshire Council will be issuing a statement on the condition of the roads in the County shortly. A letter has been sent from the County Council to government highlighting the issues with the roads, the high levels of traffic and often harsher weather conditions in the Chilterns in the winter resulting in more roads failing.

Cllr Matthews questioned whether the fact that many of the roads were in such a poor state of repair that they were in fact illegal. He specifically cautioned that it was only a matter of time before serious harm or death is caused to a road user on Sandpit Hill because vehicles cross to the wrong side to avoid deep water flooding in the dip.

5555) To suspend standing orders and invite questions from members of the public
None

5556) Reports

(a) Chairman's Report and Questions to the Chairman
Nothing to report

(b) Clerk's Report

(i) Preparation for Internal Audit

The Clerk advised councillors that the paperwork for the internal audit has now been prepared for the internal audit. At the June Parish Council meeting, the audit report and observations will be returned and Councillors will be asked approve these reports and accounting statements ahead of publication on the website and noticeboards.

(ii) Defibrillator

The new defibrillator has now been installed at Cholesbury Village Hall and information relating to the new unit has been updated on the national database. Cllr Brown suggested that the parish council considers a community event to offer training on how to use a defibrillator.

Broadband Update

The wayleave is still unsigned to complete the final rollout. Cllr Matthews agreed to discuss this with the landowner.

5558) To note Devolution Agreement has been signed and returned to Buckinghamshire Council
Councillors had received a copy of the devolution agreement for the next financial year which is £1227.00 and noted that this signed and returned to Buckinghamshire Council.

5559) Coronation of King Charles III – progress since last meeting
Vice-Chair Cllr Ingram moved a motion for the clerk to submit a community board grant to the value of £600 on behalf of the parish council in respect of the coronation mug project expenditure of 250 mugs.

This was approved unanimously and the clerk will submit the application as soon as possible.

- 5560) Finance
- (a) To note the following regular orders of payments
 - (i) Clerk's net salary for April 2023 - noted
 - (ii) HMRC – £110.00 - noted
 - (b) To confirm payments authorised under section 4.5 of the Financial Regulations
None
 - (c) To approve the following orders for payment and any other arriving after this notice
 - (i) Clerk's Expenses - £27.67 - approved
 - (ii) St Leonards Parish Hall Hire - £11.38 - approved
 - (iii) SLCC Membership Renewal - £177.00 - approved
 - (iv) BMKALC Membership Renewal - £161.29 - approved
 - (v) Zurich Insurance renewal - £319.47 - approved

Councillors noted that Zurich Insurance had confirmed that that our public liability will cover activities at any location that the parish council is responsible for including the allotments and The Green at Buckland Common.
 - (d) To note the following receipts:
 - (i) Parish Council 2023-24 precept – first instalment of £5,800 - noted
 - (ii) Community Board Grant for Defibrillator and Cabinet - £1,350.00 - noted
 - (e) To approve the Q4 statement
Councillors received the Q4 statement which covers the full financial year from the 1st April 2022 to the 31st March 2023 and were happy to approve the accounts. The Chairman signed the Q4 statement.
- 5561) To approve the 2022-2023 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.
- 5562) 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/23/1082/FA - OS Field 3831 Hawridge Cmmn Hawridge Bucks – no comments
 - (c) To receive decisions from Buckinghamshire Council
The schedule was noted
 - (d) To receive notice of appeals
The schedule was noted
 - (e) To receive an update on enforcement matters
The schedule was noted
- Wrote to Head of Enforcement regarding Acrea – put in schedule
- 5563) To consider matters relating to Highways and Rights of Way
- (a) Review Highways and Rights of Way Schedule
The schedule was noted
 - (b) Other highways matters
Nothing to report
- 5564) To consider matters relating to the Green at Buckland Common, Springall Hill Allotments and Cholesbury Noticeboard
Nothing further to report.
- 5565) To confirm the time and date of the next meeting
- (a) 6.30pm on Tuesday, 30th May 2023
- 5566) Resignation
Cllr Brown informed councillors that he had made a decision to resign as Chairman of the parish council and to resign as a councillor with immediate effect.
- Councillors thanked Chris Brown for his 23 years' service at Cholesbury-cum-St Leonards Parish Council and wished him well for the future.
- Councillors agreed that Vice-Chairman Ingram will act as Chair until the elections at the Annual Meeting of the Parish on the 30th May 2023.

Planning Applications Schedule – April 2023

APPENDIX 1

Application No	Address	Description of Proposal	Date Submitted	Expiry Date	Parish Council Response	Status / Additional Comments
Decided						
PL/23/0735/KA	Milton House Cholesbury Lane Cholesbury Bucks HP23 6ND	Remove conifers (Cholesbury & Hawridge Conservation Area)	3 March		March 23	TPO shall not be made
Outstanding						
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/22/1050/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 Comments submitted	
L/22/4152/EU	Tankards Dene Hawridge Vale Hawridge Buckinghamshire HP5 2UG	Certificate of lawfulness for the existing use of land for private leisure and recreation.	1 Dec		Jan 23 No comments	
PL/22/3841/FA	The Cottage Hawridge Common Hawridge Buckinghamshire HP5 2UQ	Two storey front extension, solar panels and sun tunnels to front and north side, changes to doors and windows, pitched roof and side canopy to existing outbuilding	28 Dec		Jan 23 No comments	
New Applications						
PL/23/1082/FA	OS Field 3831 Hawridge Common Hawridge Bucks	Conversion of existing agricultural building into a residential dwelling	13 April		April 23	

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 remains in force despite conclusion of Planning Appeal

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				
Road Signage	48/22	Village entry sign at Cholesbury	2022 - 09	Reported to FMS 10/22 ref 40202011 replacement installed Mar 2023
Map Signage	47/22	OpenStreetMap	2022 - 08	Corrections made in respect of the names for Cholesbury Lane, Hawridge (USRN: 7302254); Hawridge Hill (USRN: 7302485); Hawridge Common (USRN: 7302488) & Heath End (USRN: 7302161) on openstreetmap.org
Rights of Way Issues				
Flooding on Roads	22 / 21	Sandpit Hill	2021 -06	Pipework and Bore hole needs clearing Cllr MacBean assisting to get full inspection 09 /21 Awaiting scheduled Drainage inspection 40176069 06 /22 LAT has been chased on this. 10/22 Cllr Jane MacBean reported that the problems have been escalated to the critical drainage team at County Hall A site visit took place in Feb 2023. Feedback from Cllr MacBean is that a plan would be drawn up but work would not take place until at least 2023-24. Action to taken by PC discussed at Feb PC meeting.
Highway Issues				
Road Maintenance	50 / 23	Bottom Road – St Leonards	2023 -01	Road edges eroded btn Gilberts Hill and Bridleway reported to FMS 01/2023 Ref 40211243
Road Signage	24 / 21	Oak Lane - CH	2021 - 09	Missing bollards on one side of double bend need replacing Posted FMS 09/15 Chased up May 2022. No action been taken by BC. This will have to be chased by LAT again 09/22
	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
	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 05/22 Following escalation has now been scheduled by LAT. No action has taken place – LAT to be chased again 09/22
	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. 06/22 Ordnance Survey have confirmed they will correct road name to ‘Heath End’. .10/22 Bucks C chased and will install subject to agreement on location of nameplate at lower end of road
	42/22	Destination signage -The Vale	2022 -07	Destination sign post needs black and white repaired reported to FMS 27/07 ref 40198069. To be actioned with LAT – 09/22

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	44/22	40mph / speed delimit sign - Hawridge	2022 -07	Horseblock Lane- speed delimit sign pole leaning reported to FMS 27/07 ref 40198066 .
	45/22	Destination signage – Church Lane	2022 - 07	Top Fingerpost loose – NB not a Highways authorised sign. To be raised with a resident in Church Lane 09/22
	46/22	Junction Hawridge Common & Stoney Lane – Stoney Lane name sign knocked down	2022 - 08	Reported to FMS 17/08/22. No reference given.
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) Stile under ref. 211132933 repaired by Chiltern Society.
	33 / 22	Bottom Road - BC	2022 - 01	Stile CSL/2201 on Footpath CSL/21 requires an additional step. 05/22 Landowner and Rights of Way Team have been chased up by Cllr Ingram.
	37 / 22	Heath End - H	2022 -04	Damaged Stile CSL/2292 on path CSL/35/2 between Horseblock and /Heath End ref: 220466878. There seems to be confusion over location of the stile and if the path is online
	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 The path is offline and this is noted on the land charges register. We would need to see if this is still the case. Category B. 11 / 2022 Work order raised by RoW team no date for completion yet provided
Footpath signage	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
	49/22	Heath End - H	2022 - 09	Signpost damaged and finger destroyed during hedge cutting. Reported to RoW team 07/09/22. Signpost: CSL/35294, finger: CSL/2294 on path CSL/34/3. Report ref. 220961814, internal ref. 98158. Recorded as an outstanding issue by RoW team.