

MEDMENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on 18 January 2022 In Medmenham Village Hall

Present Cllr Dring
Cllr Anderson
Cllr S Woolven
Cllr Millard
Mrs. C. Burslem (Clerk)

Also Present: 7 members of the public

C/51/21 **Apologies for Absence**
Cllr Sambrook had submitted her apologies in line with Standing Order 25 (f)

Public: **Public Participation**
A resident notified the Council that a planning application had been submitted to the Secretary of State for Culture, Media and Sport, by the landowners with regard to the installation of a 5ft. fence through the ban/ditch of the hill fort which is a scheduled monument in School Lane. The Councillors were unaware of this application and their right to comment. The Councillors agreed to review the application and determine if they are allowed to make a response.

Another resident raised a complaint that the minutes of the meeting held on 16 November 2021 were not correct and did not reflect the meeting. The Chairman reminded the resident that the public cannot comment on the accuracy and that the Councillors would discuss this under Agenda Item C/53/21

The approval of minutes is for the corporate body, the council. Members of the public are not part of the corporate body. They can speak if permitted to do so by the council and they do not have any role, statutory or otherwise, in approving minutes. Model Standing Order 12 deals with approval of draft minutes procedurally.

C/52/21 **Declarations of Interest**
There were no Declarations of Interest in items on the agenda

C/53/21 **Minutes**
The minutes of the November Meeting of the Parish Council held on 16 November 2021 had been previously circulated to the councillors for accuracy and typographical errors. As a matter of accuracy had been raised by a resident, the Chairman asked the Councillors for their comments and vote on the accuracy of the minutes. Carried unanimously.

Resolved: That the Minutes of 16 November 2021 be signed by the Chairman as a true and accurate record.

C/54/21 **Police Report**
No report available

C55/21 **Finance**
55.1 Approval of cheques issued - circulated

List of cheques issued June 15 June between meetings

Cheque No	Payee	Amount	Reason
1219	TBS Hygiene Ltd	£108.00	Dog Waste Bins
1220	Mrs C Burslem	£661	Salary, RoW sign, travel
1221	HMRC	£346	PAYE
1222	SWARCO	£4509.26	MVAS
1223	DCK Payroll Soln.	£36.00	Payroll

Payments noted and cheques signed by Cllr Dring and Cllr Anderson

55.2 Budgets – monthly budget sheet

Monthly budget sheet circulated prior to meeting. Noted by Councillors

55.3 Bank Reconciliation

Bank reconciliation previously circulated, noted and agreed by the Councillors

55.4 Draft Budget 2022-23

Proposed re-drafted budget agreed with the removal of MVAS extra battery.

Resolution: Councillors agreed the budget for 2022-23

55.5 Precept

The Clerk presented a paper outlining various increases in precept. Following in depth discussion, the Councillors agreed not to increase the precept for the coming year 2022-23.

Resolution: Councillors agreed not to increase the precept for 2022 – 23

Action: Clerk to inform BC of the amount of precept required for 2022 -23

C/56/21

Highways Matters

56.1 Vehicle Activated Signs - A4155

The MVAS has been installed at the bus stop layby close to the crossroads facing vehicles travelling from Marlow to Henley. Will remain in situ for one month as per BC criteria for use and then be moved to Westfield area for the next month. Councillors agreed to moving the MVAS on a monthly basis.

56.2 Extension of Speed Zone on A4155

The PID's have not been completed for all schemes submitted via the Community Boards. If approved after costings by the SW Chilterns Community Board, along with any contributions from the Parish Council, work will not be implemented until 2023-24.

56.3 Parking Consultation

The final decision is still to be made as it is BC's practice that any parking related public consultation on the introduction of or amendment of a TRO (Traffic Regulation Order) that received objections is subject to a Cabinet Member for Transport approval through a Key Decision Report (KDR). The KDR is being drafted and it is hoped that a decision will be approved shortly but the process is subject to the calling in procedure which if actioned by Unitary Councillors could delay the process.

56.4 State of the Roads in the Parish

The Clerk has submitted the roads to the Local Area Technician for inspection.

C/57/21

Planning Applications & Decisions received from Wycombe District Council

57.1 New Applications

Case Ref: 22/05023/CTREE

Application Withdrawn

Address: The Old Post Office Ferry Lane Medmenham Buckinghamshire SL7 2EZ

Proposal: Remove deadwood from canopy for safety reasons and basal epicormic up to crown break to 1 x Lime (T1)

Case Ref: 21/08682/LBC

Address: Woodend House Woodend House Road Lower Woodend SL7

Proposal: Listed Building Consent application for numerous internal alterations

Parish Council Comments: No objections as long as the internal alterations are agreed with by the conservation officers

Case Ref: 21/08532/TPO

Address: The Old Post Office Ferry Lane Medmenham SL7 2EZ

Proposal: Remove deadwood from canopy for safety reasons and basal epicormic up to crown break to 1 x Lime (T1) due to aesthetic reasons

Parish Council Comments: No objections as long as the BC arbiculturalist concurs

Case Ref: 21/08458/NOTR

Address: Danesfield Garden Nursery Henley Road Medmenham SL7 2EU

Proposal: Prior Notification (Part 3, Class R) change of use of less than 150 square metres of Agricultural building and curtilage from Agricultural to flexible Commercial use (E)

Parish Council Comments: No comment

Case Ref: 21/08425/ADRC

Address: Tower House Henley Road Medmenham SL7 2EU

Proposal: Application for approval of details subject to Condition 3 (Conservation Details) of planning ref: 21/06924/LBC

Parish Council Comments: Application not received by MPC

Case Ref: 21/08420/CTREE

Address: Old School Cottage School Lane Medmenham SL7 2HJ

Proposal: Pollard Lime (T1) and Horse Chestnut (T2) and crown reduce by 2.0 - 2.5 metres and crown lift by 5.3 metres to Oak (T3)

Parish Council Comment: No objections

Case Ref: 21/08404/ADRC

Address: Medmenham Abbey Ferry Lane Medmenham SL7 2EZ

Proposal: Application for approval of details subject to Condition 3 (Materials) of planning ref: 21/07012/LBC

Parish Council Comments: Application not received by MPC

Case Ref: 21/08391/ADRC

Address: Tower House Henley Road Medmenham SL7 2EU

Proposal: Application for approval of details subject to Conditions 3 (Conservation Details) and 6 (Arbicultural) of planning ref: 21/06923/FUL

Parish Council Comment: Application not received by MPC

Case Ref: 21/08376/ADRC

Address: Medmenham Abbey Ferry Lane Medmenham SL7 2EZ

Proposal: Application for approval of details subject to Conditions 3 (Materials) and 4 (Archaeology) of planning ref: 21/07011/FUL

Parish Council Comment: Application not received by MPC

Case Ref: 22/05023/CTREE

Address: The Old Post Office Ferry Lane Medmenham SL7 2EZ

Proposal: Application for removal deadwood from canopy for safety reasons and basal epicormic up to crown break to 1 x Lime (T1)

Parish Council Comment: No objection

57.2 Permits and Refusals

Case Ref: 21/08003/FUL

Decision: Permitted

Address: Land Adjacent To Brooks's Copse Bockmer Road Bockmer End

Proposal: Erection of 2-bed timber dwelling for use as Temporary Rural Workers accommodation (Alternative application PP/21/05950/FUL)

Case Ref: 21/07044/FUL

Decision: Refused

Address: Cherry Tree House Westfield Medmenham SL7 2HE

Proposal: Householder application for construction of outdoor tennis court

Case Ref: 21/08420/CTREE

Decision: Not to make a tree preservation order

Address: Old School Cottage School Lane Medmenham SL7 2HJ

Proposal: Pollard Lime (T1) and Horse Chestnut (T2) and crown reduce by 2.0 - 2.5 metres and crown lift by 5.3 metres to Oak (T3)

Case Ref: 22/05023/CTREE

Decision: Application Withdrawn

Address: The Old Post Office Ferry Lane Medmenham Buckinghamshire SL7 2EZ

Proposal: Remove deadwood from canopy for safety reasons and basal epicormic up to crown break to 1 x Lime (T1)

Case Ref: 21/06415/FUL

Decision: Permitted

Address: Gabriels Cottage At Widefield Bockmer Road Bockmer End SL7 2HL

Proposal: Householder application for installation of replacement of existing flat roof front dormer with 2 x pitched roof dormers, construction of two storey rear extension and associated internal alterations

Case Ref: 21/08376/ADRC

Decision: Permit - detail Reserved by Condition

Address: Medmenham Abbey Ferry Lane Medmenham Buckinghamshire SL7 2EZ

Proposal: Application for approval of details subject to Conditions 3 (Materials) and 4 (Archaeology) of planning ref: 21/07011/FUL

Case Ref: 21/08391/ADRC

Decision: Permit - detail Reserved by Condition

Address: Tower House Henley Road Medmenham Buckinghamshire SL7 2EU

Proposal: Application for approval of details subject to Conditions 3 (Conservation Details) and 6 (Arboricultural) of planning ref: 21/06923/FUL

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Decision: Permit - detail Reserved by Condition

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Case Ref: 21/08376/ADRC

Decision: Permit - detail Reserved by Condition

Address: Medmenham Abbey Ferry Lane Medmenham Buckinghamshire SL7 2EZ

Proposal: Application for approval of details subject to Conditions 3 (Materials) and 4 (Archaeology) of planning ref: 21/07011/FUL

57.3 Other Planning related matters not on the agenda

A member of the public asked if there had been any further development on or receipt of a planning application for the proposed houses at Bockmer End following the public meeting at which the architect displayed the drawings for the houses. Council reported that no further communications or planning application had been received.

C/58 /21

Riverbank

58.1 Waste Bins and surrounding area

As BC are not able to supply bigger bins (only the industrial size that would be out of character with the area), discussion took place to find out if the unitary authority would provide more bins. Consider signs on bins encouraging visitors to take their rubbish home with them.

Action: Clerk to contact Waste Management Department

58.2 Boats

Boats being monitored

Item Closed

58.3 Parking by Boat Owners

Item Closed

C/59/21

Ferry Lane

59.1 White Bridge Culvert and stream owners up

The Clerk has requested that BC to survey the ditch and culvert to ensure it is cleared.

59.2 Maintenance of housing frontages by landowner (protection of road width)

The overgrown vegetation has now been reported to BC for action following the lack of response from the landowners. Cllr Anderson also asked for the overgrown Yew hedge at the Old Vicarage to be added to the list. Cllr. Millard also pointed out that residents have edged the verges outside their properties with objects to prevent parking on verges. The verges do belong to BC.

59.3 Footpaths Signage

The signs has been ordered

59.4 Drainage Ditches and Pumps

Cllr Dring reported that the drains/gullies at the top of Ferry Lane had been reinstated and increased in size.

Item Closed

C/60/21

Village Hall

Update from Cllr Anderson on behalf of the Village Hall Management Committee. The Hall held the first New Years event. Have received 2.5K from BC. The boiler has been re-set following a report from a group hiring the hall that the heating was not working properly.

- C/61/21** **Broadband Provision**
Swish has designed the scheme for the Harleyford area and have shared with residents which will proceed if they achieve sufficient orders to make it viable. If they do, then they will consider moving westwards. A resident in Ferry Lane is in contact with Swish regarding quotes to upgrade. A resident reported that Swish need to use the BT ducts. Open Reach has quoted £1m for the whole parish but there are no quotes for subsets.
- A resident stated that it is hoped that the proposed development of houses at Bockmer End will assist with the case for broadband in the hamlet.
- C/62/21** **Defibrillator**
Following discussion, it was resolved to defer this item for the present.
- Resolution: To defer the implementation of a defibrillator at the Village Hall.**
- C/63/21** **Queen's Platinum Jubilee**
Cllr Woolven reported that there is a group in Ferry Lane considering organising a Street Party for the Parish. The Clerk reported that BC will not charge for road closures for such parties.
- Action: Cllr Woolven to contact and keep Clerk updated if a road closure is required**
- C/64/21** **Reports from Councillors**
No reports received.
- C/65/21** **Correspondence received and not included in other items on the agenda**
Correspondence circulated to Councillors via email.
- C/665/21** **Items for the Next Agenda**
Governance
- C/67/21** **Date of Next Meeting: Tuesday 15 March 2022 at 8pm in the Village Hall**

The Chairman declared the meeting closed at 21.10 pm

Signed:
Chairman

Date:

The minutes were prepared by Carole Burslem, Clerk to Medmenham Parish Council