

MEDMENHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on 15 March 2022 In Medmenham Village Hall

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

Cllr M Turner, Unitary Councillor

Also Present: 4 members of the public

Public: Public Participation
No comments from the public

C/68/21 Apologies for Absence
Cllr Sambrook had submitted her apologies in line with Standing Order 25 (f)

C/69/21 Declarations of Interest
There were no Declarations of Interest in items on the agenda

C/70/21 Minutes
The minutes of the January Meeting of the Parish Council held on 19 January 2022 had been previously circulated to the councillors for accuracy and typographical errors.

Resolved: That the Minutes of 19 January 2022 be signed by the Chairman as a true and accurate record.

C/71/21 Police Report
No report available

C/72/21 Finance
72.1 **Approval of cheques issued - circulated**

List of cheques issued 15 January 2022

Cheque No	Payee	Amount	Reason
1224	Medmenham Village Hall	£108.00	Room Hire
1225	TBS Hygiene Ltd	£661	Dog Waste Bins
1226	DCK Payroll Soln.	£72	Payroll
1227	Mrs C Burslem	£877.81	Salary, travel and office expenses
1228	HMRC	£382.4	PAYE

Payments noted and cheques signed by Cllr Dring and Cllr Anderson

72.2 **Budgets – monthly budget sheet**
Monthly budget sheet circulated prior to meeting. Noted by Councillors

72.3 **Cash Book**
Cash Book sheet circulated and noted by Councillors. No queries raised

72.4 Bank Reconciliation

Bank reconciliation previously circulated, noted and agreed by the Councillors

72.5 Clerk's Salary

Noted that Clerk's had been awarded a 1.75% pay increase back dated to April 2021 in line with the NJC Pay scales. The Council agreed that the Clerk should be awarded this increase and backdated.

Resolution: Agreed to award the Clerk the increase in line with the NJC pay scales

C/73/21

Highways Matters

73.1 Vehicle Activated Signs - A4155

MVAS has been placed at Westfield area of A4155. Cllr Anderson raises concerns about the battery life of the MVAS as it would appear it is only lasting for 4 days before requiring charging.

Action: Clerk to contact SWARCO

From data downloaded after the MVAS was placed at the crossroads, there are 2000+ cars per day and of these 26% were travelling at speeds of 40+ mph. Cllr Dring reported that the Dog and Badger had been hit again.

73.2 Extension of Speed Zone on A4155

The Community Board following the PiD's costings have agreed to fund the extensions of the 40mph zone from the village to the SAS roundabout. The Parish Council have agreed to contribute £5000 towards the costs of £22,000 for the scheme to be implemented.

73.3 Parking Consultation

Bucks CC issued a second parking consultation specifically focused on critical access issues for blue light emergency vehicles and residents to their homes. This was in response to incidents in the lane where blue light emergency vehicles had not been able to reach their destination or been severely delayed. In addition, the fire brigade boat rescue service was unable to reach the river due to poor parking near the river. These incidents led Bucks CC and the PC to believe that there was a duty of care to act to ensure access for emergency vehicles, residents and visitors to the river bank. The scheme proposed a minimum amount of parking restrictions on key pinch points in the lane. The positioning of these yellow lines was worked out scientifically with accurate measurements of the road width with double yellow line restrictions from the abbey gate to the river on the Abbey side and partially on the opposite side, around the white bridge and around the corner from the A4155 into Ferry Lane. The results of the consultation on the second scheme indicated that the majority of parishioners who live in the lane, objected to the scheme. However, Bucks CC noted residents' views, but recommenced the scheme be implemented as planned as they have a duty of care to ensure access for emergency vehicles

After discussion the Council have persuaded Bucks CC to modify the scheme. The restrictions at the top of the lane and by the white bridge will proceed as planned. However, the restrictions by the river will be cut back to allow for more parking at the foot of the lane. The proposed restrictions in this area were the PC's chief concern given the potential to move parked vehicles into the centre of the village. We believe the modifications will prevent this.

The Council hope residents can appreciate the need for these restrictions due to the duty of care and recognise that the PC has tried to find the best possible solution. This has been challenging given residents strongly voiced divergent points of view. Bucks CC will now issue a summary of the consultation and move to implement it

over the summer. However, closer inspection of the parking in Ferry Lane by certain vans, the Council has asked for a further amendment to the yellow lines by extend the line from the lay-by area south by one car length. This request has been received negatively. Cllr Mark Turner confirmed this at the meeting and the following comments are from an email received by Cllr. Turner when he appealed to officers on behalf of MPC

“Unfortunately, I (*the officer*) am now unable to amend the report as it is with Cllr Tett for approval. However we cannot add restrictions only take them away in relation to the report, if you want to extend the restrictions into a new area we will have to undertake a new public consultation which will require additional funding to be secured.”

The Councillor’s expressed their disappointment that the further amendment cannot be altered further.

As a final point the PC have written to ask some residents and landowners on Ferry Lane to cut back hedges to ensure no pinch points are created at these locations.

73.4 State of the Roads in the Parish

The Clerk has submitted the roads to the Local Area Technician for inspection. Cllr Turner asked that the names of the roads be passed to him as he will try to get these roads added to the road plans.

Ferry Lane - especially towards the end of the Lane where it is very poor after being dug for various utility companies
Bluestone Hill - toward Marlow Common area
Holmfield Wood Area on Lower Woodend Road - this is very dangerous around the entrance to the wood
A4155 - mainly through the Village, especially the gullies close to Abbey Lodge (this regularly floods and causes flooding across the A4155) and outside 6 Church Cottage (this is the end cottage next to the Church and is frequently flooded due to blockage of gully and culvert)

A resident raised the issue of the dangerous state of the trees on Bockmer Hill and that the landowner was not maintaining them appropriately. Cllr. Dring reported that the landowners had planned tree works but the storm had prevented the works progressing.

C/74/21 Planning Applications & Decisions received from Wycombe District Council

74.1 New Applications

Case Ref: 22/05200/FUL

Address: Bockmer Farm Bockmer Lane Medmenham Buckinghamshire SL7 2HL

Proposal: Erection of Agricultural Machinery Storage Building

Parish Council Comments: No objections

Case Ref: 22/05166/FUL

Address: 17 Westfield Bungalows Westfield Medmenham SL7 2HG

Proposal: Householder application for construction of single storey side and rear extensions with roof lights

Parish Council Comments: Medmenham Parish council are generally supportive of this application but would request that a condition is included in the permission if so granted that the materials must be in keeping with the surroundings and of those of the attached building. There are no details in the application of the materials to be

used hence the request that they are in keeping with today and the surrounding buildings.

Case Ref: 22/05096/FUL

Address: Bluestones Bockmer Road Bockmer End Buckinghamshire

Proposal: Change of use of part of an equestrian field to a dog day care field with associated fence and new gate

Parish Council Comments: Medmenham Parish Council object to this application based on the lack of a proper traffic survey has been completed to ensure that this will not lead to a unacceptable increase in traffic at peak times. The area is off a very narrow lane and on a sharp bend which causes present traffic over the opposite side of the lane.

MPC would request that the following conditions are placed on the application if Buckinghamshire Council Planning Officers are so minded to grant permission

- Planning permission is granted strictly for opening times of 8am to 6pm Monday to Friday.
- Permanent occupation is not permitted in any of the buildings on site, temporary or permanent.

74.2 Permits and Refusals

Case Ref: 21/08175/FUL Decision: Permitted

Address: Fieldfares Ferry Lane Medmenham Buckinghamshire SL7 2EZ

Proposal: Householder application for construction of part single, part two storey rear extension, replacement front porch extension, 1 x dormer window and 1 x roof light to front elevation, fenestration and external material alterations

Case Ref: 21/08532/TPO Decision: Permitted

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) due to aesthetic reasons

75.3 Other Planning related matters not on the agenda

The Planning Application submitted to the Secretary of State for Culture, Media and Sport for a fence in School Lane with regards to the Scheduled Hill Fort Monument has been withdrawn.

The Chairman reported that the Council had received a letter from a resident in the Westfield area concerning communications that they had received from Elogy Ltd regarding land behind Westfield Cottages and the possible building of a crematorium. The clerk has contacted the landowner, Buckinghamshire Council Planning department and Elogy Ltd for further information. To date no replies received. Discussion followed as this is the area previously proposed a few years ago by the landowner for Affordable Housing which had not proved viable.

Action: Clerk to update at May Meeting

C/76 /21

Riverbank

76.1 Waste Bins and surrounding area

The Council has contacted the Waste Authority but is unable to have larger bins (apart from the industrial size) but have agreement for increased frequency of emptying. The large industrial bins do not blend with the Conservation area and also the collection vans are unable to get down Ferry Lane for collections. Following discussion, agreed that Cllr Dring, as Chairman writes to Mr. Copas regarding the rubbish from the boats.

Action: Cllr. Dring to contact Mr. Copas regarding the disposal of rubbish from boats.

76.2 Riverbank Clearance

An area of land on the Riverbank that is owned by Medmenham Court (strip of land adjacent to the fence and land owned by Mr. Copas), has had tree works undertaken to clear trees and growth, including the trees on the edge of the river. The land on the Riverbank, including the area cleared are in the Conservation Area and the work was carried out without the required permission. The owner has apologised and pledge to follow procedure in the future. The owner's rationale for the clearance was general housekeeping and they were unaware that planning permission was required or the land was in the conservation area. The landowner will hire a digger to remove the rubbish and tidy the area.

C/77/21

Ferry Lane

77.1 White Bridge Culvert and stream owners up

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

77.2 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 Mark Turner asked for details to follow up with Buckinghamshire Council

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 and the local authority may remove these obstructions to ensure that the emergency vehicles can move over the verges should the need arise.

77.3 Footpaths Signage

The signs have been put up at the entrances to Footpath 21 to warn of the issues during certain weather conditions.

Item Closed

C/78/21

Village Hall

Update from Cllr Anderson on behalf of the Village Hall Management Committee. Bookings are up on pre-covid and the finances are in good shape.

C/79/21

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. 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/80/21

Queen's Platinum Jubilee

Cllr. Woolven reported that the residents group organising a party in Ferry Lane are wondering why BC say that they need to have insurance cover for the event when a recent Sunday Times article said this was not necessary. The clerk has passed on all information to Cllr. Woolven to assist the residents. It was suggested that consideration be given to using the Moor if the insurance becomes prohibitive

C/81/21

Website

The Clerk has been experiencing issue with uploading to the website with the present provider. Also it is recommended that local council websites (and email addresses) should have a .gov.uk domain. The clerk presented a paper on changing to Aubergine as the provider which would ensure that the website is WCAG2.1AA compliant as well as making it easier to upload documents etc to the website. The Council discussed the cost of the change but agreed that the website should be re-developed with the company Aubergine.

Resolution: To change the Website host to Aubergine and to have a .gov.uk domain. The Clerk to action

C/82/C

Governance

The Clerk had circulated to Councillors further updated Governance Documents for agreement:

Code of Conduct
Grievance Policy and Procedure
Disciplinary Policy and Procedure
Anti-bullying Policy
Data Protection Policy
Equality Policy

Resolution: Following discussion, the Council agreed the above policies

The policies were duly signed by the Chairman and the Clerk.

C/83/21

Reports from Councillors

No reports received.

C/84/21

Correspondence received and not included in other items on the agenda

Correspondence circulated to Councillors via email between meetings. The following items were raised:

Ukraine refugee campaign. Cllr Anderson reported that there may be a number of residents considering the use of spare rooms to house Ukrainian refugees and thought it may be a matter to considered in opening the Village Hall for the families to meet daily.

The Clerk had received a letter (see below) from Revd Sue Lepp with regard to St. Peter and St. Paul's church

“The church is at somewhat of a crossroads; attendance & finance are both at a low ebb, one of the current Church Wardens (Dennis Harwood) will be stepping down in May and other PCC members are looking to step back for various valid reasons at this time as well. There is currently 1 Sunday service/month on the 3rd Sunday and very occasional baptisms, weddings and funerals/requests for burials. The majority of those who attend regularly do not live in Medmenham but come from the other churches in the Hambleden Valley.

This is not a particularly sustainable pattern. As part of my Interim Priest-in-Charge role in the Hambleden Valley Group, I have been tasked with asking the difficult questions and looking to the future of the parishes. I believe that it is time to begin asking questions about the long-term future & sustainability of the church in Medmenham.

I would like to ask the members of the Parish Council to give some thought to the church, its importance to the village and any suggestions that they may have

regarding the church. I am sorry that I cannot be with you this evening but I will attend your AGM in May.”

The Council requested the Clerk to contact Revd Lepp for clarification regarding letter and to invite her or a representative of the PCC to attend the Annual Meeting of the Parish in May

Action: Clerk to contact Revd Lepp for clarification

C/85/21

Items for the Next Agenda

Ukrainian Refugees situation

C/86/21

Date of Next Meeting: Tuesday 17 May 2022 in the Village Hall

**Annual Meeting of the Parish 7.30pm
Annual Meeting of the Parish Council 8pm
Full Council Meeting 8.15pm**

The Chairman declared the meeting closed at 21.30 pm

**Signed:
Chairman**

Date:

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