

**Downley Parish Council**  
**Minutes of a meeting of the Parish Council**  
**Held in the Downley Memorial Hall, 9<sup>th</sup> April 2019 at 19.45**

**1 Attendance**

Chairman Cllr C Burslem, Cllr Chandarana, Cllr Egmore, Cllr P Loadman, Cllr Monroe-West, Cllr Sapsford, Cllr W Steneskog, Cllr Srao

**Apologies** – Cllr Bowden, Cllr Lazenby, Cllr Mallen, Cllr Turner

Two members of the public in attendance

**2) Declaration of interest in items on the agenda** (7927/04/19)

None

**3) Minutes of the Previous meeting** (7928/04/19)/

The March minutes were agreed as correct and signed.

**4) Adjournment for Public Questions** (7929/04/19)

None

**5) Reports from County Councillor and District Councillor** (7930/04/19)

None

**6) Resilience Plan** (7931/04/19)

David Worsdall presented the latest Resilience plan to the Council. The Council gave thanks to David for this time.

**7) Parish Plan update** (7932/04/19)

The Parish Plan was circulated by the Clerk, the Plan was fully endorsed at the meeting with an addition of recommendations.

**8) Proposed Finance Committee** (7933/04/19)

A Finance Committee has been proposed for 2019/20. The terms of reference were circulated by the Clerk prior to the meeting and agreed by Councillors. Membership of the Committee will be taken at the Annual Meeting of the Council.

**9) Annual meeting dates** (7935/04/19)

Annual meetings will be held on the following dates –

14<sup>th</sup> May- Annual meeting of the Council

28<sup>th</sup> May- Annual meeting of the Parish

**10) Local Area Forum (7936/04/19)**

LAF applications will be made in August, Councillors are asked to think about proposals they would like to be submitted, an overview of proposals will be given at the June meeting. Current proposals are controlled crossings and traffic calming.

**11) Fix My Street (FMS) (7937/04/19)**

Cllr Egmore gave an overview of the Fix my street reporting in relation to Downley. The reports for the last three months are as follows

Streetlight not working	46
Pothole	42
Road surface	10
Pavement	10
Blocked drain	9
Sign light not working	7

FMS has been approached to determine whether the two sites (FixMyStreet.com vs fixmystreet.buckscc.gov.uk) are seamlessly joined or two separate entities when reports are produced. Cllr Egmore will follow this up.

**12) Parish Council Communications plan (7938/04/19)**

It is recommended that the Council have a facebook page. The Clerk will look into creating facebook page. Other Parish Councils locally are using them to share information. The Council will trial one and see how receptive the public are to the page.

**13) Verges (7939/04/19)**

The Clerk has received several complaints about damaged verges in the Village. A freedom of information request was submitted to WDC and Bucks CC regarding the bylaw signage in the Village. Responses received stated that the bylaw is currently not enforceable.

**14) Planning applications (7940/04/19)**

- A) Ref .9/05699/FUL - 124 Southfield Road Householder application for construction of single storey rear extension and external alterations – No concerns from DPC
- B) Ref. No: 19/05670/FUL - 31 Lyndhurst Close Householder application for construction of single storey front and side extension including store and undercroft – No concerns from DPC
- C)19/05671/FUL- 65 Sunny Croft- Householder application for construction of part single, part two storey side extension- Objections from DPC- No ecology wildlife check list submitted as part of application pack.
- D)Ref. No: 19/05641/FUL - 38 Westover Road - Householder application of construction of single storey front extension- No concerns from DPC

E) Ref 9/05351/FUL - 6 Hillfield Close Householder application for construction of single storey front, side and rear extensions, insertion of 1 x rooflight to existing garage and 2 x roof lights to rear roof slope to provide light to loft storage area – No concerns from DPC

F) Ref. No: 19/05538/CTREE - Fell 1 x Sycamore, Elm Bank Moor Lane Downley Buckinghamshire HP13 5YP – No concerns from DPC

G) Ref. No: 19/05532/TPO - 5 South View - Reduce in height by 3m & prune back from the roadside by 2m to 1 x Beech (G1) due to overhanging & for aesthetic reasons -DPC support this application

H) Ref. No: 19/05628/CTREE - The Cottage Downley Common Downley - Cut back upper branches and reshape by approximately 2m to 1 x Magnolia & cut back overhanging side branches to the main trunk to 1 x Poplar – No concerns from DPC

I) Ref. No: 19/05560/CLP - 25 Grays Lane- Certificate of lawfulness for proposed construction of single storey rear extension

J) Ref. No: 19/05749/CLP - 86 Littleworth Road - Certificate of lawfulness for proposed construction of rear/side dormer window in connection with loft conversion

#### **Decision notices**

K)Ref. No: 19/05325/MINAMD - 57 Littleworth Road- Proposed non-material amendment to permission for householder application for conversion of garage to habitable room with internal alterations & alterations to fenestration granted under planning ref: 18/07222/FUL -

**Status: Application Permitted**

L)Ref. No: 19/05134/FUL - 68 Gosling Grove - Householder application for construction of two storey side and single storey front extension and erection of 2 gates - **Status: Application Permitted**

M)Ref. No: 19/05109/FUL - 40 Middlebrook Road - Householder application for two storey rear extension, alterations to ground levels to front driveway and rear patio and fenestration alterations - **Status: Application Permitted**

N)Ref. No: 19/05079/ADV 9 Cross Court Plomer Green Avenue - Display of externally illuminated fascia signage for vending machine (retrospective) - | **Status: Application Permitted.**

O)Ref. No: 19/05061/FUL - 41 Hithercroft Road - Householder application for two storey side extension, single storey side and rear extensions and associated internal alterations - **Application Permitted**

P)Ref. No: 19/05042/FUL - 5 Plomer Hill - Demolition of existing dwellinghouse and construction of 2 x 4 bed dwellinghouses and a apartment block consisting of 2 x 2 bed and 2 x 1 bed flats - **Status: Application Refused**

Q)Ref. No: 18/08297/FUL - 5 Plomer Hill - Construction of 2 x 3 bed semi-detached dwellinghouses with associated car and cycle parking and bin store - **Status: Application Refused**

R)Ref. No: 18/08086/FUL | - 5 Plomer Hill - Demolition of existing dwellinghouse and construction of 3 x 4 bed terraced dwellinghouses with associated parking, landscaping, bin and cycle stores - **Status: Application Refused**

S)Ref. No: 18/07913/FUL - 9 Cross Court Plomer Green Avenue - Installation of a vending machine into the shop front and adaptation of existing shutters (retrospective) - **Status: Application Permitted**

**14) Correspondence** (7941/04/19)

- Councillors are reminded to check the BALC website for training opportunities
- The Clerk has received numerous complaints this month regarding parking

**15) Reports and minutes of Committees** (7942/04/19)

Councillors gave an overview of meetings attended this month including –  
DCPS, DOSCA, Unitary meeting

**16) To consider Resolutions and Items for discussion which have been notified**  
(7943/04/19)

To create a Parish Council Finance Committee - Unanimously agreed by the Council

To fully endorse the Parish Plan 2019/20 - Unanimously agreed by the Council

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**17) Accounts (7944/04/19)**

Items approved in April 2019

<b>To whom paid</b>	<b>Chq No</b>	<b>Amount</b>
Best Kept Village entry fee	1741	25.00
Castle Water – Allotment water supply	1742	39.23
Excel office supplies - Ink, paper, files, archive boxes	1743	126.56
SSE Street light electricity charge	1744	146.95
TBS Hygiene - Dog waste collection, March 19	1745	234.00
Sparx - Street light repairs	1746	462.72
Bucks County Council- Middlebrook Rd speed survey	1747	470.00
BALC- Annual subscription	1748	728.88
C Masters- Clerks salary + expenses	1749	1,547.14
KAD Garden Services-Grass cutting in Downley including areas not in devolution agreement, Ford Way, School Close, Old farm Rd, weed killing, supply & install 3 planters, fence repair at Dosca, replacement of bollards.	1750	3,170.00
<b>Total</b>		<b><u>6,950.48</u></b>

**Bank balance 1<sup>st</sup> April 2019 - £ 134,809.68**

**Balance includes ward budget from Cllr Turner £1450.00**

**Please note that the Bucks CC Speed Survey cost will be reimbursed back to the Council by Cllr Wendy Mallen**

**Balance includes £35,000 lighting reserve fund**

**18) Date and Place of next Meeting (7945/04/19)**

Parish Council meeting – 11<sup>th</sup> June 2019 at the Community Centre

**19) Date and place of next meetings of Committees (7946/04/19)**

Dosca, DCPS, Street Light Committee

**20) Closure of the Meeting (7947/04/19)**

There being no other business the Chairman closed the meeting at 9.30pm and thanked everyone for attending.

**Chairman**\_\_\_\_\_

**Date**\_\_\_\_\_