

Downley Parish Council
Minutes of the Council held
on Tuesday 18 May 2021 at 7.00 pm

Present: Councillors M Lazenby, (Chairman presiding), S Biggs, R Bowden, P Brooks K Chandarana, A Lenard, A Mann, W Monroe-West, W Steneskog and T Snaith.

In Attendance: Buckinghamshire Councillors, M Hussain, M Smith, P Turner & 6 members of the Public

Officers: G Tandy (Clerk)

1) Welcome & Salutations by the Chairman (8327/05/21)

Councillor Lazenby welcomed all those present & thanked ex-Councillors Naik & Srao for all they had done for the Parish Council & the Community.

2) Election of Chairman (8328/05/21)

Councillor Steneskog proposed Councillor Lazenby, seconded by Councillor Monroe-West, there being no other nominations it was resolved that Councillor Lazenby be elected as Chairman for the ensuing Local Government year.

3) Election of Vice-Chairman (8329/05/21)

Councillor Steneskog proposed Councillor Monroe-West, seconded by Councillor Lenard, there being no other nominations it was resolved that Councillor Monroe-West be elected as Chairman for the ensuing Local Government year.

4) Apologies for absence (8330/05/21)

Apologies were received from Councillor Ahmed who is overseas & currently unable to return to the UK

5) Declarations of Interest (8331/05/21)

Declarations of interest were received & noted from Councillor Chandarana in respect of the planning application for 59 Pheasant Drive where Councillor Chandarana is a near neighbor. Similarly, Councillor Lenard declared an interest in the planning application at Dockmoor Moor Lane as Councillor Lenard lives 5 or so doors away in Moor Lane.

6) Public participation session (8332/05/21)

Questions & comments were invited from the public on any agenda item affecting the Parish, there were none. Buckinghamshire Councillors Turner, Smith & Hussain introduced themselves.

7) Appointments of Committees & membership thereof (8333/05/21)

Councillor Bowden raised an objection to the agenda that, with the exception of the allotment committee, had allocated the Chairman on to each of the committees. Councillor Boden pointed out that in order for the Chairman to be appointed in this manner, as an ex officio, there would need to be provision within our standing orders both of the fact & of the voting rights of ex officio members. Councillor Bowden explained that he had checked this information with BALC. Our standing orders contain no such provision & in the light of this Councillor Lazenby agreed that there should be no automatic addition of the Chairman or Vice Chairman to any committee.

The agenda had called for the allotments committee to consist of one member plus the Clerk & taking into account the advice that a committee should not consist of less than 3 it was resolved that the allotments committee should consist of 3 members.

- Allotments – Committee appointed – Councillor Biggs, Councillor Lazenby & Councillor Steneskog.
- Finance – Committee appointed – Councillor Bowden, Councillor Chandarana, Councillor Lazenby, Councillor Monroe-West, & Councillor Steneskog
- HR – Committee appointed – Councillor Lazenby, Councillor Lenard, Councillor Monroe West & Councillor Steneskog
- Planning - Committee appointed Councillor Brooks, Councillor Lazenby, Councillor Lenard & Councillor Mann
- Downley Parish Council Action Response Group (Formerly Resilience Plan Working Party) Committee appointed – Councillor Ahmed, Councillor Lazenby, Councillor Monroe-West & Councillor Snaith

8) Appointment of representatives to outside organisations (8334/05/21)

- Downley Old School Community Association – DOSCA – appointed Councillor Monroe-West
- Downley Common Preservation Society Liaison – appointed – Councillor Lenard
- Downley Communications Forum – appointed – Councillor Steneskog
- Downley Day & Concert on the Common - appointed – Councillor Biggs
- Festival Committee – appointed- Councillor Lazenby
- School representative- appointed- Councillor Bigg, Councillor Lazenby & Councillor Steneskog
- Sports & Recreation – Councillor Lazenby

Councillor Bowden confirmed that he was happy to continue working on Street Lighting

9) Minutes (8335/05/21)

The Minutes of the meeting of Downley Parish Council held on 13th April 2021 were presented. It was **RESOLVED that the minutes of the meeting held on 13th April 2021, be received, approved & adopted & signed by the Chairman as a true copy.**

10)Reports from Buckinghamshire Councillors (8336/05/21)

Councillor Paul Turner provided his report:

Buckinghamshire Councillor Update May 2021 - Cllr Paul Turner

Firstly, welcome back to returning Parish Council members and hello to the new faces.

Buckinghamshire Council is still a Conservative Council with 113 seats out of 147. 15 Liberal Democrats, 14 various independents, four Labour and one Green Party Councillor.

Update on mobile coronavirus testing centres in Buckinghamshire over the coming week

More coronavirus mobile testing sites will be running at various locations across Buckinghamshire over the coming week.

The mobile testing sites will be at:

- High Wycombe, on Friday, 14 May for up to four days, and again on Friday, 21 May for up to four days
- Princes Risborough, on Saturday 22 May

Walk-through testing sites are also open seven days a week at the Gateway Centre car park in Aylesbury and the Buckinghamshire New University campus in High Wycombe, and these will be in place for the foreseeable future. A drive-in testing site is also operating at Aylesbury Vale Parkway Station.

These sites are open for use by anyone with coronavirus symptoms, and all tests must be booked first – they are not available on a ‘drop-in’ basis.

Indoor group exercise to return from Monday 17 May

Sport and Leisure centres across Buckinghamshire are gearing up to welcome customers back for indoor group exercise.

Buckinghamshire Council has 10 sport and leisure centres across the county, run by three different operators; Everyone Active, GLL and Places Leisure as well as the Stoke Mandeville Stadium and Leisure Centre operated by More Active all which reopened on Monday, April 12 after three months of closure due to the third lockdown. And now have been given the green light to resume indoor group exercise from Monday, May 17 as lockdown restrictions continue to ease.

Businesses receive final Additional Restrictions Grant payments

As we continue our journey towards normality, rebuilding the economy and supporting our businesses is a priority focus for Buckinghamshire Council.

The council has played a key role in ensuring that national support for businesses is matched to those who have been impacted by the pandemic. Thousands of businesses were required to cease trading and thousands more, while not required to close, were severely impacted by the lockdown restrictions.

Since the beginning of the COVID-19 emergency, the council has deployed teams to design and implement several business grant schemes, linking these together to provide as comprehensive a net as possible to support our business community through these very difficult months.

To date, more than £140 million has been paid out to businesses including support which was implemented in line with the initial lockdown and a second major round of grant schemes which coincided with the lockdown announcements at the end of last year.

As part of the bundle of recent grant schemes, the council was allocated a discretionary pot of money to support businesses which was the Additional Restrictions Grant (ARG). For this, the council received more than £21m to distribute in assistance. The scheme launched quickly and over the course of six months ran four rounds of funding, awarding over 11,000 grants which supported more than 3,500 businesses.

The final payments for the Additional Restrictions Grant are being made this week and next.

10,000 Home Wellbeing Packs helping to support older residents as pandemic restrictions ease

Buckinghamshire Council and Leap, the Active Partnership for Buckinghamshire, have teamed up to make 10,000 free Home Wellbeing Packs available for older residents to help them recover their physical and emotional resilience as lockdown restrictions ease.

The last year has been extremely difficult for everyone, perhaps even more so for adults in later life. A recent Age UK national survey found that over a quarter of older adults can't walk as far as they did, with one in five also saying they felt less steady on their feet. That loss of core strength, balance and general physical fitness increases the risk of frailty and falling, however, the good news is these risks can be reduced by simply sitting a bit less and moving more.

Each pack consists of a DVD, Audio CD and a Public Health England activity at home booklet providing a range of low intensity seated and non-seated exercises that can be done weekly. Packs also include details about local services and other guidance on improving emotional and physical wellbeing.

If you meet at least one of the following criteria: are over 70, living alone, shielding or on the Clinically Extremely Vulnerable list then you should receive a Home Wellbeing Pack. Since February, 70 Voluntary and Community Sector (VCS) organisations and hundreds of volunteers have been helping with the distribution.

If you meet the criteria for a free pack but haven't yet received one, packs can be collected from local libraries across the county. Opening times can be found on our [Libraries page](#).

Alternatively, you can download a digital copy of the Home Wellbeing Pack by visiting the [active bucks webpage](#) and clicking on the "[Home Wellbeing Pack](#)".

11)Comments on Planning Applications (8337/05/21)

37 Downs Park High Wycombe Buckinghamshire HP13 5LU Certificate of lawfulness for proposed 1 x rear box dormer & 2 x front roof lights in connection with loft conversion
Minded to object following objections from two neighbours

88 Gosling Grove Downley Buckinghamshire HP13 5YS Construction of part single, part two storey side & single storey rear extension **No objection**

2 Golf Link Villas Downley Common Downley Buckinghamshire HP13 5YH Construction of a replacement garden building **Conservation Area AONB No comment as not enough information to form an opinion**

Dockmoor Moor Lane Downley Buckinghamshire HP13 5YP Single storey rear extension, two storey side extension & loft conversion with 2 x rear dormer windows **Approve**

18 Hillfield Close High Wycombe Buckinghamshire HP13 5NA Certificate of lawfulness for proposed single storey rear extension **Approve**

9 Plomer Green Avenue Downley Buckinghamshire HP13 5LN Construction of a single storey rear extension **Approve**

59 Pheasant Drive High Wycombe Buckinghamshire HP13 5JP Householder application for construction of two storey front extension, garage conversion & first floor side extension, front porch extension & fenestration alterations **Approve**

12)To note the **Decisions Notices** made by The Buckinghamshire Council in respect of the following Planning Applications set out below: (8338/05/21)

21/05270/FUL Bramley House Downley Common Downley Construction of rear extension to existing garage. **Refused**

21/05878/MINAMD Hill Cottage Plomer Hill High Wycombe Proposed non-material amendment to permission for application for demolition of existing dwelling and erection detached 4-bed dwelling with detached single garage, bin store, parking and creation of new access granted under planning ref: 20/07438/FUL **Part Allow Part Refuse**

21/05469/CLP 26 Plomer Green Avenue Downley Certificate of lawfulness for proposed single storey outbuilding to rear for boat and vehicle garaging, storage and workshop **Refuse Certificate of Proposed Use**

21/05239/FUL 32 Sunny Croft Downley Construction of first floor rear extension **Approved**

21/05583/TPO 8 Green Leys Downley Cut back to boundary due to shading x 3 Sycamore **Approved**

21/05506/FUL 41 Selwood Way Downley Front storm porch, single storey front & rear extensions, installation of 1 x rooflight to front, dormer window & 1 x rooflight to rear in connection loft conversion & associated internal alterations **Approved**

21/05421/FUL 55 Plomer Green Lane Downley Construction of an attached two storey end terrace dwelling, creation of new access to rear with associated car parking **Refused**

21/05097/FUL 50 Southfield Road High Wycombe Construction of single storey front/side/rear extension & external alterations **Refused**

21/05683/FUL 28 Gosling Grove Downley Construction of two storey front extension, part single storey, part two storey side & rear extension & conversion of garage into habitable accommodation with fenestration alterations **Approved**

21/05416/FUL 30 Gosling Grove Downley Construction of single storey rear extension with patio alterations **Approved**

21/05254/FUL 36 Middlebrook Road High Wycombe Construction of part two, part three storey rear extension, lower ground floor rear extension & first floor side extension **Approved**

21/05763/FUL 83 Westover Road High Wycombe Construction of single storey side & rear extension following demolition of existing garage, alterations to existing driveway & associated external alterations **Approved**

21/05433/FUL 33 Talbot Avenue High Wycombe Construction of part single, part two storey side extension, internal alterations to create additional parking spaces **Approved**

21/05818/CLP 11 Southfield Road High Wycombe Certificate of lawfulness for proposed single storey detached outbuilding to rear **Grant certificate proposed development**

21/05779/ADRC Hill Cottage Plomer Hill High Wycombe Approval of details subject to Conditions 3 (Approval of Building Materials, 4 (Approval of Surfacing Materials), 11 (Landscape Plan), 14 (Boundary Treatment) **Permit detail reserved by condition**

21/05774/CLP 2 Partridge Way High Wycombe Certificate of lawfulness for proposed construction of front porch, alterations to existing first floor flank window & garage conversion with associated internal & external alterations including raising of existing garage roof height **Grant Certificate Propose Development**

21/05715/PNP30 1A Chapel Street Downley Prior notification application (Part 3, Class 0) for change of use of existing building falling within Class E use (Offices) to Class C3 use (Dwellinghouses) to create residential dwelling **Refused**

13) The Progress report was **noted** (8338/05/21)

14) Mannings Field yoga (8339/05/21)

The Clerk presented an oral report following an application from Jo Clarke of First Yoga to run regular outdoor yoga sessions on the Apple Orchard Area of Mannings field . Mannings Field is leased to the Parish Council by West Wycombe Estates for the purpose of sport & recreation for the benefit of the Parishioners of Downley. Permission had been sought & obtained from West Wycombe Estate & Jo Clarkes Public Liability Insurance had been seen. The Council **resolved that these classes could take place** at an hourly rate of £10.00

15) Street Lighting in Narrow Lane (8340/05/21)

Following advice from Buckinghamshire Council's Tree Officer, Councillor Bowden asked the Clerk follow through with template letters requesting the resident cuts back their trees. Councillor Boden also requested that Monthly progress meetings be arranged with Sparkx.

16) Cloud Storage (8341/05/21)

Councillor Steneskog explained that the Clerk has access to One Drive through Microsoft Office & requested that this be deferred until the next Council meeting as part of an in-depth conversation including the website.

17) Web accessibility (8342/05/21)

It was **resolved** that this be carried over to the next meeting of Council

18) Online Communications (Working Group) (8343/05/21)

Councillors Lazenby & Steneskog explained that they had set up a DPC Facebook page a few weeks ago that this was progressing well. It was **resolved** that they should form a working group to continue look at our communication within the community & the use of different channels.

19) Memorial Hall Representation (8344/05/21)

Councillor Brooks provided a brief history of the Memorial Hall which was built in the 1920's. She explained that many of the existing Committee are long serving & would welcome the input of new Committee members & their fresh ideas. She explained that such new Committee members need not come from the council but could be sought from the community as a whole. It was **resolved** that the new Facebook page be used to seek two volunteers.

20) Payment of Invoices (8345/05/21)

These were noted. It was **resolved** that a frequency column be added to the table for clarity. Councillor Monroe-West queried an item for £16 in favour of TBS Hygiene relating to emptying of dog bins in March. She suggested that this may have been a typographical error & asked for this to be checked **Clerks note** – on checking, this was indeed found to have been an error with the actual figure being £216.00

It was **resolved** that the Clerk should have a discussion with KAD Garden services to gain clarity on their programme & on their charging structure.

21) Bank reconciliation (8346/05/21)

The reconciliation of the bank statement as at 31/03/21 was **noted**.

22) Date of next meeting June 8th 2021 at **Downley Community Centre**
(8347/05/21)

23) Meeting Closure ((8348/05/21)

There being no other business, the Chairman closed the meeting at 08:50 pm

Chairman.....

Date.....

