

**Downley Parish Council**  
**Minutes of a meeting of the Parish Council**  
**Held in the Downley Memorial Hall 10<sup>th</sup> September 2019 at 19.45**

**1 Attendance**

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

**Apologies from** - Cllr Burslem, Cllr Lazenby, Cllr Mallen

**District Councillors in attendance** – Cllr Turner

Six members of the public in attendance

**2) Declaration of interest in items on the agenda** (7989/09/19)

None

**3) Minutes of the Previous meeting** (7990/09/19)

The July minutes were agreed as correct and signed.

**4) Adjournment for Public Questions** (7991/09/19)

Members of the public raised concerns regarding traffic volume and speeds on Littleworth Rd. The road safety working group will look at recent speed data and discuss this separate to the meeting. Members of the public were assured that the Parish Council is doing everything within its powers regarding road safety.

A sign indicating that children are crossing was suggested for Coates Lane, near the Scout hut. The Clerk will follow this up.

A member of the public asked if it was possible to have a speed camera on Littleworth Rd, the Clerk will also follow this up.

Streets lights that were not working on Littleworth Rd were discussed. These will be replaced when the LED lights are installed.

It should be noted that a member of the public was disruptive at points during the meeting and at one point asked to leave if they continued to disrupt the meeting.

**5) Reports from County Councillor and District Councillor** (7992/09/19)

Cllr Turner gave an update on the Community Governance Review and the Council Tax realignment.

**6) Community Award for Downley (7993/09/19)**

The Council are delighted to receive the Community Award this year as part of the Best Kept Village competition. It is well deserved and pays recognition to the great work that goes on in the Village by the many volunteers. A certificate will be awarded to the Village in due course.

**7) Library project update (7994/09/19)**

There has been agreement reached between the Library and the Dosca/DPC working party. A new layout has been proposed which has been accepted by the working party. The Council were shown plans and asked for comment. The new plan was agreed.

**8) Road Safety complaints (7995/09/19)**

A number of complaints were received regarding road safety on Littleworth Rd, Plomer Green Lane and Hithercroft Rd. The Council continues to do everything within its powers to promote road safety. Members of the public are asked to refer to the recent article in the DVN which outlines the work the Parish Council are doing.

**9) Community Governance Review (7996/09/19)**

The Council has received notification that there is a now a formal community governance review taking place that affects the unparished areas of High Wycombe. The Council will respond to the review. Cllr Egmore and Cllr Sapsford have been asked to co-ordinate a response.

**10) LAF proposals for 2019 applications (7997/09/19)**

The Council have applied for LAF funding for a survey to determine if there is a suitable location for a pedestrian crossing in the Village. Proposed sites would be – the junction of Plomer Green Lane/Plomer Green Avenue and the junction of Plomer Green Lane/Downley High Street.

**11) NALC advice (7998/09/19)**

NALC have issued guidance on how Councillors should protect themselves against abuse from members of the public. The Clerk will issue Councillors with the guidance.

**12) Traveller incursions on the Common (7999/09/19)**

On Tues 10th Jun the Parish Clerk received a phone call to the Parish Office from a member of the public. The member of the public advised the Clerk that they had seen some men acting suspiciously around the Common. The caller stated that the lockable posts on the Common were down and these men had been ‘inspecting’ them. There was concern that these may be the travellers who had been evicted from Kingsmead Recreation Ground the day before looking for a new pitch.

Whilst this was a false alarm, it has led to concern that an incursion could be attempted and a plan would need to be in place.

Cllr Egmore has been liaising with the DCPS and the following has been recommended-

- A parish mobile for use in emergencies
- Weak points on the common that could provide easy access to be reviewed
- Approach West Wycombe estates about action plan should Mannings Field be accessed
- DPC to arrange for damaged posts to be replaced

Cllr Egmore to liaise with the DCPS and the Clerk on action points.

### **13) Junior Council (7990/09/19)**

Cllr Sapsord is in conversations about this at the Downley School. Cllr Steneskog would like the Junior Council opened up to the whole Village and children of all ages. The Clerk will look into the requirements of putting a junior council together and liaise with Cllr Steneskog and Cllr Sapsford separate to the meeting.

### **14) Street Lighting (7991/09/19)**

The Street lighting committee have put a tender together that is ready to be sent to potential providers. The Council were shown an LED light that is being proposed. Next steps are the tender will be sent out, quotes will then be gathered and given to the lighting committee and finance committee for review.

### **15) Planning applications (7992/09/19)**

**A) 24 Downs Park, HP13 5LU-** 19/07011/FUL | Householder application for construction of part two storey, part first floor, part single storey front, side & rear extensions, incorporating garage conversion, alterations to fenestrations on side elevation and widening of dropped kerb- Neutral comment from DPC - The proposed work is similar to those undertaken at 35 Downs Park (ref 01/05963/FUL), 5 Downs Park (ref 13/07540/FUL) & 27 Downs Park (ref 15/05826/FUL). Downley Parish Council expressed concerns that the plans outlined in 19/05274/FUL failed to give clear outline of how the required parking arrangements will meet the requirements defined in Buckinghamshire Countywide Parking Guidance, September 2015 - a particular concern given the conversion on the garage. The Officer's report for 19/05274/FUL made it clear that these will be imposed by a condition to any approval.

DPC request that this condition be repeated for 19/07011/FUL.

**B) 124 Southfield Road, HP13 5LD -** 19/06881/FUL | Householder application for construction of single storey rear extension and external alterations- No concerns, No material concerns vs. previously approved scheme 19/05699/FUL. Similar to work already permitted to neighbouring properties

**C) 21 Chapel Street, HP13 5XH - 19/07020/CTREE** | Fell 1 x Sycamore (T1) to ground level due to re-landscaping garden and crown reduce by 0.5 - 1.0 metres to 1 x Cherry (T2)- No concerns

**Decision notices**

**D)** Ref. No: 19/06888/MINAMD - 12 Hillfield Close - Proposed non-material amendment to permission for construction of single storey front extension double storey side and rear extension and single storey rear extension with 2 x rooflights under planning reference: 19/06091/FUL - **Status: Application Refused**

**E)** Ref. No: 19/06820/HPDN - 25 Grays Lane - Notification of proposed single storey rear extension; Depth extending from the original rear wall of 4.0 metres, a maximum height of 3.0 metres and an eaves height of 3.0 metres - **Status: Details Not Required to be Submitted**

**F)** Ref. No: 19/06522/CLP 6 Grays Lane- Certificate of lawfulness for proposed single storey rear extension - **Status: Grant Certificate - Proposed Development**

**G)** Ref. No: 19/06498/FUL - Shelana Jubilee Road - Householder application for construction of single storey side extension (alternative scheme to 18/07583/FUL) - **Status: Application Permitted**

**H)** Ref. No: 19/06417/FUL -2 The Pastures - Householder application for conversion of existing garage to habitable accommodation and construction of single storey front and side extension to create WC and double garage - **Status: Application Refused**

**I)** Ref. No: 19/06358/FUL - 41 Hithercroft Road - Householder application for two storey side extension, single storey side and rear extensions and associated internal alterations (alternative scheme to PP-19/05061/FUL) - **Status: Application Permitted**

**J)** Ref. No: 19/06265/FUL -4 Curlew Close Householder application for erection of single storey rear extension, new front porch & new access steps to front, conversion of garage to habitable room with creation of additional parking space - **Status: Application Permitted**

**K)** Ref. No: 19/05880/FUL - 43 Partridge Way - Erection of detached outbuilding to rear for use as meeting room & laundry area with WC- **Status: Application Refused**

**L)**19/06628/FUL- 6 Hillfield Close- Householder application for single storey side and rear extensions, part two storey/part single storey front extension, part conversion of garage to habitable room and insertion of roof lights to existing side extension, front and rear roof slope and alterations to fenestrations - **Status: Application Permitted**

**16) Correspondence** (7992/09/19)

- Councillors are reminded to check the BALC website for training opportunities
- The Clerk has received numerous complaints this month regarding parking
- Various charities have asked for their posters to be placed in the notice boards

**17) Reports and minutes of Committees** (7993/09/19)

Councillors gave an overview of meetings attended this month including –

DCPS –The DCPS have identified 38 posts that need repairing. Cllr Mallen has been approached for funding. The tractor will be in need of service and repair at some point, funding sources will be considered.

DOSCA – Dosca have formally endorsed the proposed library layout.

**18) To consider Resolutions and Items for discussion which have been notified  
(7994/09/19)**

None

**19) Accounts (7995/09/19)**

**Accounts.**

<b>Payee</b>	<b>Chq number</b>	<b>Amount</b>
Downley Memorial Hall - meeting venue hire	1789	15
Castle Water - Allotment water supply	1790	67.91
Balc - Training courses	1791	112.21
Rennie Grove Hospice Care	1791	250
West Wycombe Estate - Allotment rent	1792	450
TBS Hygiene - dog waste collection Aug/Sept	1793	492
KAD Garden Service - Grass maintenance June	1794	2874.00
		<b>£4,261.12</b>
<b>For info- Chq paid out 1st September</b>		
Clerk Salary	1788	1162.02
Clerks Tax & NI	1787	1503.79
Excel Office supplies- Stationary supplies, minute book, shredding & storage	1788	378.46

Bank balance as of 1st September 2019 £160,554.89

Balance Includes receipts of £1,586 made up allotment rents and festival contributions

**18) Date and Place of next Meeting (7996/09/19)**

Parish Council meeting – 8<sup>th</sup> October 2019 – Downley Community Centre

**19) Date and place of next meetings of Committees (7997/09/19)**

Dosca, DCPS, Street Light Committee, Finance Committee

**20) Closure of the Meeting (7998/09/19)**

There being no other business the Chairman closed the meeting at 9.45pm and thanked everyone for attending.

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

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