

**Minutes of the Meeting of the Downley Parish Council held on
Tuesday 14th September 2021 at 7:30 pm**

Present: Councillors M Lazenby (Chairman presiding), K Ahmed, P Brooks, A Lenard, A Mann, W Monroe-West, T Snaith & W Steneskog

In Attendance: Buckinghamshire Councillors M Hussain and M Smith and two members of the Public

Officers: G Tandy (Clerk)

1) Apologies for Absence (8387/09/21)

Apologies were received from, Councillors Biggs, Bowden and Chandarana also Buckinghamshire Councillor Turner. For the benefit of the assembly the Council introduced themselves.

2) Declarations of Interest (8388/09/21)

There were none.

3) Minutes (8389/09/21)

It was **RESOLVED** that the **Minutes of the meeting held on 13th July 2021 be received, approved, adopted and signed by the Chairman as a true and correct record.**

4) Public Participation (8390/09/21)

A resident posed two questions. Firstly, around speeding and anti-social behavior. He explained that he constantly hears cars speeding up and down, treating the village like a racetrack. He is concerned about the safety of his children cycling on the roads, getting to and from school and wanted to hear what Downley Parish Council is doing to address the matter.

His second concern was around climate change and here he wanted to know what action Downley Parish Council is taking against climate change. Aware of our lighting project, he wanted to know what we are doing about planning, about cycling and about public transport.

It was agreed that agenda item 14) SIDS data & Speedwatch would address this first issue. It was explained that Downley Parish Council have recently set up an Environmental & Climate Change Working Party and that we are planning on having regular meetings while item 12) on the agenda, Parish Priorities should see Environmental issues addressed

5) Reports from Buckinghamshire Councillors (8391/09/21)

Councillor Lazenby summarized the written report supplied by Buckinghamshire Councillor Paul Turner, while Buckinghamshire Councillors Mel Smith and Maz Hussain also gave brief oral reports.

6) Planning Committee (8392/09/21)

A new member was sought for the Planning Committee & Councillor Monroe-West volunteered for & was accepted to this post.

7) Comments on Planning Applications (8393/09/21)

Comments on planning applications were noted.

21/07228/VCDN **Hill Cottage Plomer Hill** Variation of condition 2 (plans) attached to 20/07438/FUL (Demolition of existing dwelling and erection detached 4-bed dwelling with detached single garage, bin store, parking and creation of new access) to allow for retention of existing access, repositioning of parking and creation of new access) to allow for retention of existing access, repositioning of approved garage and window alterations to North elevation **Neutral No Comments**

21/07254/FUL **55 Plomer Green Lane** Householder application for construction of single storey rear and front porch extension following demolition of existing conservatory and existing front porch, fenestration alterations and loft conversion to create habitable accommodation in existing roof space **Object The loft area should not be allowed to be a bedroom. The Property has space for only 1 vehicle at the rear. We foresee problems with parking in the future should the plans be approved**

21/07161/FUL **4 Downs Park** Householder application for construction of single storey front, side and rear extensions following demolition of existing garage 21/07137/CTREE 23 Commonside Fell x 1 Cypress (T2) and crown reduce by 2 meters x 2 Cypress **Object Extension should be smaller & less intrusive to neighbours**

21/07137/CTREE **23 Commonside** Fell x 1 Cypress (T2) and crown reduce by 2 meters x 2 Cypress (T1 & T3) **Neutral No Comments**

21/07294/FUL **33 Hithercroft Road** Householder application for erection of part single/part two storey side with single storey front extensions **Neutral No Comments**

21/07449/CTREE **36 Commonside** Fell 1 x Conifer (T1) and 1 x Holly (T2) **Neutral No Comments**

21/07363/FUL **4 Plomer Green Lane** Householder application for construction of two storey rear extension following demolition of existing conservatory **Neutral No Comments**

21/07401/FUL **18 The Pastures** Householder application for construction of single storey front and rear extension, garage conversion and first floor side extension **Neutral There should be obscure glass in the side elevation & there is a need to ensure that there is sufficient parking**

21/07307/FUL **37 Downs Park** Householder application for construction of part single, part two storey front/side/rear extensions following the demolition of existing garage, insertion of 2 x roof lights to front roof slope and 1 x rear dormer window in connection with loft conversion and widening of existing dropped kerb **Object The extension would be very close to the neighbour's property & would be too dominant. There is a discrepancy between the plans & the description**

21/07345/TPO **3 Plomer Hill** Crown lift by 4 metres to build summer house x 3 Leyland Cypress (G2) **Object There is enough space on the other side of the garden to build the Summer house without affecting these protected trees**

21/07491/FUL **10 Curlew Close** Householder application for construction of single storey front extension **Object We do not believe that the property will be left with adequate parking. Parking on the road could be restrictive to emergency vehicles**

21/07536/FUL **20 Plomer Green Avenue** Householder application for construction of two storey side extension and associated parking following demolition of existing garage, outhouse, porch and conservatory **Neutral there is a need to ensure that parking is adequate**

21/07538/FUL **70 Plomer Green** Lane Householder application for construction of single storey rear extension **Neutral No comments**

21/07541/FUL **33 Talbot Avenue** Householder application for construction of three-storey side extension **Neutral No objections**

21/05928/FUL **The Haven, School Close**, Householder application for construction of front porch extension, part single, part two storey side/rear extension, following removal of existing garage, loft conversion with front and rear dormer and fenestration alterations **Object We are concerned around the adequacy of parking & sympathise with the objections.**

8) The Decision Notices made by Buckinghamshire Council in respect of the following Planning Applications set out below were noted (8393/09/21)

21/06806/CTREE **3 Ravens Court Commons**ide Fell x 1 Blackthorn (Wild Cherry) tree
21/06874/FUL 8 Gosling Grove Householder application for erection of single storey rear extension **Not to make a Tree Preservation Order**

21/06595/FUL **119 Littleworth Road** Householder application for construction of single storey side/rear extension and first floor side extension **Refused**

21/06395/FUL **50 Southfield Road** Householder application for construction of single storey rear and side extension and front porch extension **Permitted**

21/06346/FUL **123 Littleworth Road** Householder application for construction of first floor rear/side extension and replacement of upper rear flat roof with gable roof **Permitted**

21/06530/FUL **The Timber Barn** Householder application for conversion of attached garage to habitable accommodation, creation of a home office with external staircase above detached garage, insertion of 1 x rooflight and construction of shed to rear **Permitted**

21/06528/LBC **The Timber Barn** Listed building application for conversion of attached garage to habitable accommodation, creation of a home office with external staircase above detached garage and insertion of 1x rooflight and construction of shed to rear **Permitted**

21/06758/FUL **92 Littleworth Road** Householder application for construction of single storey front extension and first floor side extension **Permitted**

21/06753/FUL **22 Hithercroft Road** Householder application for construction of Front Porch **Permitted**

21/06802/FUL **28 Faulkner Way** Householder application for construction of replacement front porch **Permitted**

21/06873/FUL **11 Southfield Road** Householder application for creation of dropped kerb extension and alterations to driveway **Permitted**

9) Lighting Update (8394/09/21)

The Clerk summarised the contractors report on the ongoing lighting works explaining that all column lanterns have now been fitted with the exception of one that is on a building site behind locked gates and is, as a result, currently inaccessible. All columns have now been numbered. The contractors are seeking certification from SSE to allow them to progress the overhead works. The contractors are aware of a number of column lights that have issues with the power supplies & are chasing SSE regarding these.

10) Street Lighting in Avery Avenue (8395/09/21)

Residents of Avery Avenue had contacted the Council to point out that the replacement lighting there, illuminated only part of the roundabout. The contractor had offered to fit a bracket & second lantern to the existing column enabling the roundabout in its entirety to be lit. The works were proposed by Councillor Lazenby, seconded by Councillor Lenard and RESOLVED unanimously that they be authorised.

11) Queens Green Canopy (8396/09/21)

The Clerk read a statement from Councillor Biggs following a suggestion from local resident Shirley Ellis that trees should be planted to tie in with the Queens Green Canopy campaign to mark her jubilee. There followed a discussion in which it was agreed that we should consider planting along roadsides & should involve others such as the Tree Officer at Buckinghamshire Council and the Downley Common Preservation Society. It was agreed that the item should return to the agenda in October having been promoted.

12) Parish Priorities (8397/09/21)

The Clerk summarised the responses from Council regarding the question of priorities for the forthcoming year. Traffic, including speeding & parking stood out as being of key concern to all while the Environment garnered the second highest number of responses. Councillor Lazenby proposed that Traffic & the Environment should be our priorities for the forthcoming year. This was seconded by Councillor Steneskog & RESOLVED unanimously.

13) Code of Conduct (8398/09/21)

Proposed by Councillor Mann & seconded by Councillor Lenard it was RESOLVED unanimously that we should adopt the revised Code of Conduct of Buckinghamshire Council with the proviso that the definition of a Councillor should be amended & the words member of Buckinghamshire Council be replaced with the phrase member of Downley Parish Council.

14) SIDS Data and Speedwatch (8399/09/21)

As a member of the public, Councillor Steneskog has set up Downley Parish Community Speedwatch (DPCS), to seek further traffic information through the Parish to identify and focus on areas of particular concern and pass information to Thames Valley Police. It was stated that the precept is collected from Parish residents to spent solely on Parish initiatives, consequently DPCS would restrict its activities to within the Parish however it should work in tandem with DARS (The Disraeli Speedwatch Group) to share information & coordinate which roads are covered when. Proposed by Councillor Steneskog & seconded by Councillor Lenard, it was RESOLVED that DPCS be adopted & a speed gun purchased at an approximate cost of £200 together with Hi Vis jackets & that volunteers should be sought to sign -up and manage the scheme on our behalf.

15) Wycombe & District Association of Local Councils (8400/09/21)

Proposed by Councillor Lazenby seconded by Councillor Brooks it was RESOLVED that Downley Parish Council should join Wycombe & District Association of Local Councils. It was agreed that the Clerk should obtain further information regarding their meetings before seeking one or two volunteers as our representatives.

16) Downley Albion Football Club (8401/09/21)

Adult football team Downley Albion Football Club requested a grant of £500 as part of a match funding request to rise £1500 in total to assist with their running costs having been prevented from holding their normal raft of fundraising activities throughout the Covid-19 pandemic. Councillor Mann proposed that £500 be granted this was seconded by Councillor Lazenby & RESOLVED unanimously.

17) Downley Day Saturday 18th September (8402/09/21)

Councillor volunteers were agreed to staff the Parish Council Downley Day stall on Saturday 18th September. Topics to be promoted on that day being; the restoration of The Sandpit Pond at Gosling Grove, volunteers for the new Downley Parish Community Speedwatch & the Queen's Green Canopy campaign.

18) Progress Report (8403/09/21)

The Clerks Progress report as set out below was noted.

Progress Report to Council September 2021

Minute Reference	Subject	Progress (updates to bold)
8304/03/21	Streetlight replacement project	Contract awarded to Sparkx on 1 April 2021 Currently all columns have been inspected and numbered on site. Lantern installation currently underway
7973/07/19 7997/09/19 Finance Committee 30.7.19 8242/01/21	The Downley Controlled Crossing Feasibility Study	Email sent to Community Board on 15.01.2021 confirming DPC will contribute £4,855.22 towards this scheme as its matched funding contribution. Buckinghamshire Council will invoice Downley Parish Council upon completion of the scheme or at the end of the next financial year (March 2022) whichever is sooner. The Downley Communications Group has contributed £2,500 towards this feasibility study. No further progress to report
8221/12/20 Fin Cttee 4.3.21 17(ii)	Use of the Community Centre as a Council Office	Council to review the £3,000 contribution to DOSCA for use of the library and negotiate use of the Maple Room as an office from 1 April 2021. Council appointed Cllr Monroe-West to lead negotiations.. Ongoing.
8222/12/20 8295/03/21	Park Fencing School Close Park	Buckinghamshire Council invited to erect posts around the Green similar to those around the Common. Response - changing the knee rail to bollards will involve significant expenditure matter referred to head of service for decision. Ongoing

8224/12/20 8240/01/21	Additional Defibrillator for the Village	Council to procure an additional defibrillator from London Hearts. A number of locations have been considered and rejected. Memorial Hall Trustees confirm their decision not to grant permission. Sprit Hair confirm happy with the location Ongoing
Min. no. 9 Fin.cttee 7.12.20 8211/12/20	Cloud Storage	Up-to-date Quotations sought from Edge for their packages. Ongoing
8147/09/20	Web accessibility	Clerk to receive training on website. Continue with and update existing website to make it more visually appealing, compliant and resolve accessibility issues. Website is being updated, quotes now required to understand the cost of meeting accessibility requirements. Ongoing
8265/02/21	Banking arrangements for the Council	New bank account now set up with Unity Bank. All councillors to sign bank mandate prior to activation. Deferred until after election Ongoing.
8268/02/21	Community Right to Bid	Council agreed to make application for the re-listing of the Le De Spencer's Arms and the Bricklayers Arms as Assets of Community Value. Council must make new application stating grounds for listing. Cllr Lazenby to assist the Clerk in this matter. Ongoing
8270/02/21	Gosling Grove Pond	Project to be progressed in 2021/22. Ongoing
8271/02/21	Signage	(i) Residents to erect sign themselves naming the 3 cottages off Plomer Green Lane (ii) West Wycombe Estate has granted permission to sign allotments – To be progressed by new clerk (iii) email to DOSCA about signing the Community Centre. Ongoing
8340/05/21	Street Lighting in Narrow Lane	Tree growth obscures light cast by streetlight. Clerk has sent standard letter requesting tree be cut back. Sparkx require accreditation to undertake overhead cabling work
8356//06/21	Priorities	Received & Collated for all Councillors, due to be presented and discussed 14/09/21
8359//06/21	Provision of a skip for allotment holders.	Clerk has contacted allotment holders and asked them to burn their bonfire which once done will provide a space on which a skip can be placed. Clerk to order a skip once bonfire held. Ongoing.

Giles Tandy

Clerk

19) Payment of invoices 8404/09/21)

The payment of the following invoices was noted

Frequency	Chq. No.	Payee	Amount	Details
Various	1987,1988,1995,1999,2000, 2001,2004,2012,2013,2015, 2016,2017,2018	Staff salaries, pensions & expenses	£8146.72	Salaries & expenses for July & August back payment on pensions since May
M	1989	M Kennedy	£109.95	Consultancy fee
M	001990, 2005	TBS Hygiene	£702.00	Dog waste bins
M	1993,2006,2019	Claritas Accountancy	£90.00	Payroll fee
O	1991,1994,2003,2014	KAD	8614.08	Gardening Services
O	1992	Edge IT	£205.63	Accounts package training
O	1996	Southern Electric	£604.91	Street Lighting
O	1997,1998	Greenbarnes	£5809.55	Noticeboards
O	2002	JSG Handyman & Plumber	£960.00	Handyman
A	2006, 2007	Downley Day Committee	£69.00	Tent/table hire DPC & Library
O	2008	PT Carpentry	£40.00	Handyman
A	2010	ASW Marquees	£3405.00	Marquee hire
O	2011	J Fishwick	£50.00	Allotment refund
M	DD	Plusnet	£48.00	Broadband
M	DD	Telecoms World	£12.00	Service & Line Rent
		TOTAL	£28,866.84	

20) Date & place of next Meeting (8405/09/21)

It was RESOLVED that the next meeting of the Full Council will be on Tuesday 12th October at 07:30 pm and will be held at th Downley Community Centre.

21)Exclusion of the Public and the Press ((8406/09/21)

It was **RESOLVED** that the Public and the Press be excluded from the remainder of the Meeting in accordance with the Public Bodies Admission to Meetings Act 1960 as matters to be discussed were considered to be confidential.

22)Council Matters ((8407/09/21)

The Chair read a brief statement to Council.

23) Closure of the meeting ((8408/09/21)

There being no other business the Chairman closed the meeting at 09:36 pm