



## **Minutes of the Meeting of the Downley Parish Council held on Tuesday 9<sup>th</sup> November at 7:30 pm**

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

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

Officers: G Tandy (Clerk)

### **1) Apologies for Absence (8423/11/21)**

Apologies were received from Councillors K Ahmed and K Chandarana also Buckinghamshire Councillor M Smith. For the benefit of the assembly the Council introduced themselves.

### **2) Declarations of Interest (8424/11/21)**

Councillors S Biggs and T Snaith declared an interest in agenda item 13 – application for a grant on behalf of Wycombe Food Hub/Santa's sleigh.

### **3) Minutes (8425/11/21)**

It was **RESOLVED** that the **Minutes of the meeting held on 12<sup>th</sup> October 2021 be received, approved, adopted and signed by the Chairman as a true and correct record.**

### **4) Public Participation (8426/11/21)**

A resident raised the issue of parking along Commonsides where most properties are cottages with no allocated parking and residents park in the street. They suggested that the bus stop in the middle of Commonsides was superfluous being bookmarked between two others nearby. If the bus stop was removed it could provide additional parking spaces. A discussion followed that showed broad agreement among the Council and it was agreed that the clerk would contact Arriva to see if they would decommission the bus stop and/or divert the bus route to Narrow Lane.

### **5) Reports from Buckinghamshire Councillors (8427/11/21)**

Councillor P Turner provided his written update which was distributed to Council and Councillor M Hussain explained that he was involved in a project to provide a Christmas dinner for the homeless.

### **6) Comments on Planning Applications (8428/11/21)**

Comments on planning applications as set out in appendix a) of the agenda were noted.

## 7) Decision Notices (8429/11/21)

The Decision notices made by Buckinghamshire Council in respect of the Planning Applications as set out in appendix b) were noted

## 8) Climate Change/Environment Working Group (8430/11/21)

Councillor S Biggs gave an update on the Queens Green Canopy Project explaining that he would contact the street reps of the areas identified for planting to gain the opinion of residents. The Clerk is looking to obtain the permission of Buckinghamshire Council and will apply to the Northwest Chilterns Community Board for funding.

The Clerk explained that there would be an article in the next edition of the Downley Village News asking for volunteers to work on the Gosling Grove Pond project and that we were scheduled to start work on coppicing the willows in January.

Councillor S Biggs outlined the Bee Squared project which aims to provide pollinator corridors allowing recolonization of pollinators to combat the bio-diversity crises. The project would provide wildflower seeds to all Parish householders and encourage them to plant a metre square in their front gardens

## 9) Replacement of posts around the Common (8431/11/21)

Councillor A Lenard explained that 41 wooden posts around the Common require reseating or replacement and that we have been quoted for posts to be dug in and the holes back filled with earth which is acceptable to the Downley Common Preservation Society. It was proposed by Councillor A Lenard, seconded by Councillor M Lazenby and **RESOLVED** that we authorise the expenditure of £3200 for this work.

## 10) School Close Fencing(8432/11/21)

Councillor Biggs explained that before March 2021 he had canvassed the opinion of School Close residents regarding the replacement of damaged fencing in School Close. The majority of residents were in favour of new birdsmouth fencing identical to that currently in place.. Buckinghamshire Council have now advised that they do not supply this form of fencing and indeed the only barrier they will pay for would be an earth bund. Councillor Biggs explained that this type of Barrier can be seen on Totteridge Common.

It was felt that this solution was not unattractive and was environmentally friendly. The new salt bin would need to be moved to make it accessible and the bund could not be allowed to encroach on roads and reduce parking. Proposed by Councillor Biggs and seconded by Councillor Snaith it was **RESOLVED** unanimously that Buckinghamshire Councils offer to provide an earth bund should be accepted.

## 11) The Community Library – rent due to DOSCA (8433/11/21)

The Clerk provided an oral report regarding the Community Library, which, staffed by volunteers has run since 2005 and serves around 1400 people each year. The Parish Council has paid the library's rent to DOSCA since 2010. Proposed by Councillor W Steneskog and seconded by Councillor P Brooks it was **RESOLVED**

unanimously that Downley Parish Council would pay the libraries rent to DOSCA this year and in future years.

**12) Memorial Bench (8434/11/21)**

Proposed by Councillor A Mann and seconded by Councillor W Steneskog it was **RESOLVED** to site a bench in memory of the late Councillor Richard Bowden on the Common somewhere between the bus shelter and the turning to Narrow Lane this being subject to the approval of the Downley Common Preservation Society.

The cost of this bench would be met by Richard’s widow however in view of Richard’s work with the Council and there being funds left within the grants budget it was proposed by Councillor M Lazenby, seconded by Councillor W Steneskog and **RESOLVED** that a grant of £500 be provided towards the cost of the bench.

**13) Wycombe Food Hub/Santa’s sleigh – request for a grant (8435/11/21)**

Councillors S Biggs and T Snaith had declared an interest in this item and left the room while it was discussed. A request had been received from Wycombe Food Hub a Community Interest Company, are looking to arrange door-to-door collections through Downley utilising Santa’s Sleigh. A grant of £500 was requested which would be used towards gifts for children which would be distributed by Santa’s sleigh during collections. Our grant awarding policy puts an upper limit of £100 on grants to organisations operating outside of the parish boundary. It was proposed by Councillor A Mann, seconded by A Lenard and **RESOLVED** that a grant of £100 be provided towards this fund-raising initiative.

**14) Clerks progress report 8436/11/21**

The Clerks Progress report as set out below was noted.

**Progress Report to Council November 2021**

Minute Reference	Subject	Progress (updates to bold)
8304/03/21	<b>Streetlight replacement project</b>	Contract awarded to Sparkx on 1 April 2021 Currently all columns have been inspected and numbered on site. Lantern installation currently underway <b>Sparkx have gained the accreditation to undertake overhead connections and need to be assessed on one connection and then will be able to complete the work on pole brackets</b>
7973/07/19 7997/09/19	<b>The Downley Controlled Crossing Feasibility Study</b>	Email sent to Community Board on 15.01.2021 confirming DPC will contribute £4,855.22 towards this scheme as its matched funding contribution.

Finance Committee 30.7.19 8242/01/21		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. <b>Expecting final report imminently</b>
8221/12/20 Fin Cttee 4.3.21 17(ii)	<b>Use of the Community Centre as a Council Office</b>	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. <b>Agenda item 11 09.11.21</b>
8222/12/20 8295/03/21	<b>Park Fencing School Close Park</b>	Buckinghamshire Council invited to erect posts around the Green similar to those around the Common. <b>Agenda item 10 09.11.21</b>
8224/12/20 8240/01/21	<b>Additional Defibrillator for the Village</b>	Council to procure an additional defibrillator from London Hearts. <b>Sprit Hair confirm happy with the location Ongoing</b>
Min. no. 9 Fin.cttee 7.12.20 8211/12/20	<b>Cloud Storage</b>	Up-to-date Quotations sought from Edge for their packages. <b>Ongoing</b>
8147/09/20	<b>Web accessibility</b>	Clerk to receive training on website. Continue with and update existing website to make it more visually appealing, compliant and resolve accessibility issues. <b>Website is being updated, quotes now required to understand the cost of meeting accessibility requirements. Ongoing</b>
8265/02/21	<b>Banking arrangements for the Council</b>	New bank account now set up with Unity Bank. All councillors to sign bank mandate prior to activation. <b>Deferred until after election Ongoing.</b>
8268/02/21	<b>Community Right to Bid</b>	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. <b>Council must make new application stating grounds for listing. Cllr Lazenby to assist the Clerk in this matter. Ongoing</b>
8270/02/21	<b>Gosling Grove Pond</b>	Project to be progressed in 2021/22. <b>Advise obtained from BBOWT. Coppicing work planned for Jan' 2022</b>
8271/02/21	<b>Signage</b>	(i) Residents to erect sign themselves naming the 3 cottages off Plomer Green Lane

		(ii) <b>West Wycombe Estate has granted permission to sign allotments – To be progressed by new clerk</b> (iii) <b>email to DOSCA about signing the Community Centre. Ongoing</b>
8340/05/21	<b>Street Lighting in Narrow Lane</b>	Tree growth obscures light cast by streetlight. <b>Clerk has sent standard letter requesting tree be cut back.</b>
8359/06/21	<b>Provision of a skip for allotment holders.</b>	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. <b>Ongoing.</b>
8415/10/21	<b>Participation in the Queens Green Canopy scheme</b>	Several possible sites identified throughout the parish. Permission is being sought from Buckinghamshire Council before canvassing residents. <b>Ongoing</b>

**15) Payment of invoices 8437/11/21)**

The payment of the following invoices was noted

Frequency	Chq. No.	Payee	Amount	Details
M	2029,2033,2037,2038	Staff salaries, tax and expenses	£1935.13	Salaries, tax and expenses for October
O	DD	Castle Water	£275.65	Water rates
M	2030	TBS Hygiene	£234.00	Dog waste bins
O	2031, 2041	KAD Gardening	£6461.75	Gardening Services September and October
O	2032	SSE	£352.43	Electricity – Street furniture
O	2034	Downley Albion FC	£500.00	Grant
O	2035	ASW Marquees	£177.00	Re chair hire Downley Festival
O	2036	G Boddington	£50.00	Floral wreath
O	2039	E Sharp Electrical	£475.20	Repair of external light
O	2040	DM Hawkins	£75.00	SID Brackets x 3
		<b>TOTAL</b>	<b>£10,536.16</b>	

16) Date and place of **next Meeting** (8438/11/21)

**Tuesday 14<sup>th</sup> December 2021 at Downley Community Centre**

17) **Closure of the meeting** ((8439/11/21)

There being no other business the Chairman closed the meeting at 08:59 pm

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