

CHOLESBURY-CUM-ST LEONARDS PARISH COUNCIL

The Annual Parish Meeting of the Parish Council and the Parish Council Meeting took place at St Leonards Parish Hall on Tuesday, 14th May 2024 at 6.30pm

Present: Cllrs Ingram, Baddon, Neighbour, Matthews, Wellenreiter and Kersting
In attendance: Parish Clerk Mrs Hayley

Cllr Matthews gave tribute to David Clarke (previous Parish Clerk) and John Allen (previous Chairman of Parish Council and a Trustee of the Turpin's Charity) who had both passed away in recent weeks.

Councillors observed a one-minute silence to show their respects to David Clerk and John Allen.

ANNUAL MEETING OF THE PARISH

- 5660) To receive apologies for absence
Councillor Maury, Buckinghamshire Council Cllr T Birchley, Cllr J Macbean and Cllr M Fayaz had sent their apologies.
- 5661) Election of the Chairman and Vice Chairman
The Chairman asked for nominations for Chairman. Cllr Matthews proposed Cllr Ingram; Cllr Kersting seconded the nomination. Cllr Bill Ingram was duly elected as Chairman for one year.
- The Chairman asked for nominations for Vice Chairman. Cllr Ingram proposed Cllr Baddon, Cllr Kersting seconded the nomination. Cllr Richard Baddon was duly elected as Vice-Chairman for one year.
- 5662) To receive the Chairman's Declaration of Office, countersigned by the Proper Officer or, if not then received, to decide when it shall be received
The Chairman signed the Declaration of Office
- 5663) To appoint Trustee for Turpin Charity and St Leonards Parish Hall
(i) Turpin's Charity – Cllr Helen Neighbour - appointed
(ii) St Leonards Parish Hall – Cllr Anton Wellenreiter – appointed
(iii) Springall Hill allotment matters - Cllr Graham Kersting - appointed
(iv) The Green at Buckland Common – Cllr Helen Neighbour - appointed

PARISH COUNCIL MEETING

- 5664) To approve the minutes of the meeting of the Parish Council held on 2nd April 2024 and deal with any Matters Arising
Approved and signed by the Chairman
- 5665) To receive declarations of interest
None
- 5667) Reports from Buckinghamshire Councillors
None present
- 5668) To suspend standing orders and invite questions from members of the public
Eric Gadsden attended to report about a successful action to achieve a ruling in the Aylesbury Crown Court that ordered Buckinghamshire Council to make an effective and enduring remedy to the chronic flooding of Cholesbury Lane at the foot of Sandpit Hill by the end of 2024. Eric has led a group of six local residents who brought this Crown Court action and who were awarded £2,000 for their legal costs. Although the flooding condition has vexed the Parish Council for over 20 years, the legal action was a private one that was provided with professional support through Hawridge-based WE Black Ltd. The Parish Council expressed its profound gratitude to Eric for his generosity and perseverance in seeing this through to a final resolution.
- 5669) Reports
(a) Chairman's Report and Questions including fibre connections for Wendover exchange subscribers in the Chivery area Crown Court action over Sandpit Hill flooding on Cholesbury Lane.
Properties which are served by the Wendover exchange could not be included in the Cholesbury exchange fibre-to-the-premises (FTTP) installation. The Government's DCMS has recently been given funding to extend FTTP to "hard to reach rural clusters" under Project Gigabit. Since it seems that allocation of the Project Gigabit funding has been largely delegated to a contractor, City Fibre,

individual property owners need to register their interest directly with City Fibre. To attract the attention of City Fibre, we need as many addresses in post codes HP23 6LF, 6LG and 6LQ as possible to register.

(b) Clerk's Report including:

(i) To note the review and approval of the following governance/policy documents:

- Standing Orders
- Financial Regulations
- Code of Conduct
- Complaints Policy
- Asset Register

All documents were approved

(i) To note the review, and at the next meeting, approval of the following governance/policy documents:

- Publication Scheme
- Data Privacy Policy
- Risk Analysis Schedule
- Internet Bank Procedures
- Accessibility Statement

5670) Finance

(a) To note the following regular orders of payments

(i) Clerk's net salary for May 2024 - noted

(ii) HMRC – £131.40 - noted

(c) To approve the following orders for payment and any other arriving after this notice

(i) Hall Hire - £28.00 - approved

(ii) Internal Audit - £140.00 - approved

(d) (i) To note the 2023/24 Internal Audit and to approve whatever actions as advised by the Clerk relating to governance matters

Councillors noted the internal audit report, observations and summary and the actions arising from the report.

(ii) To approve the Annual Governance Statement and Accounting Statement

Councillors approved the annual governance statement and having done so, went on to approve the accounting statements which were signed off by the Chairman.

A copy of the certificate of exemption, having been sent to and a confirmed receipt received from the external auditor, will also be published on the website. A copy of the analysis of variances, bank reconciliation, annual governance statement, accounting statement and the annual internal audit report will also be published on the website.

(iii) To also set the Notice Period of Public Rights and to publish all documents on the website

Councillors agreed to set the Notice Period of Public Rights from the 17th June -26th July 2024.

(e) To review and approve the insurance for 2024/25 with a premium of £324.10

Reviewed and approved for payment.

(f) To note The Council's regular payments and review Direct Debits

(i) Clerk's salary

(ii) HMRC

(iii) Dog bin collection

(iv) Information Commissioner's Office – Data Protection Registration Fee (Direct Debit)

(v) Water Bill Allotments (Direct Debit)

Councillors noted the regular payments and direct debits.

5671) Planning (see planning schedule)

(a) To note any responses to planning applications since the last meeting

See schedule

(b) To deal with any planning applications, including those received after the date of this notice.

None

(c) To receive decisions from Buckinghamshire Council

See schedule

(d) To receive notice of appeals

See schedule

(e) To receive an update on enforcement matters

Cllr Ingram had followed up with the enforcement team on matters relating to the outstanding enforcement but had not received a response, which was disappointing. Cllr Ingram will follow up with the enforcement teams.

5672) To consider matters relating to Highways and Rights of Way

(a) Review Highways and Rights of Way Schedule and to consider whether to continue to maintain the schedules

Councillors agreed to not continue the schedule. Information on current matters can be viewed on Fix my Street.

(b) Other highways matters

Nothing to report.

5673) To consider matters relating to the Green at Buckland Common, Springall Hill Allotments and other maintenance matters

The parish council has received a number of emails from residents in relation to the cutting schedule of the The Green at Buckland Common. Councillors recognised that there are differing views from residents on how The Green should be cut but noted that the decision to continue the current cutting schedule was taken in October 2023 and Councillors had agreed this unanimously. Residents that have expressed views have been responded to by the Clerk.

Cllr Matthews would also look into mounting the new Slow Down Sign on The Green and will liaise with Cllr Maury on the matter.

Allotments

The clerk will arrange for a skip to be delivered to the allotments for tenants to dispose of excess debris on their plots.

Councillors discussed the three ash trees on the perimeter of the allotments that are looking unhealthy. Cllr Ingram and Matthews agreed to look at whether these sit on parish council land or highways before any action is taken with pruning or felling.

5674) To note date of the next meeting:

(i) Tuesday, 25th June 2024 at 6.30pm

Application No	Address	Description of Proposal	Date Submitted	Parish Council Response	Status / Additional Comments
Decided					
PL/24/0244/FA	Newlyn Jenkins Lane St Leonards Buckinghamshire HP23 6NW	Erection of a timber pre-fabricated single storey granny annexe for ancillary use to the main dwelling.	24 Jan	Feb 24 No comments	Conditional Permission
PL/24/0169/KA	The Bury Cholesbury Road Cholesbury Buckinghamshire HP23 6ND	T1 oak - cut back over garden by 2-3m, T2 cherry plum - reduce by 30%, approx 2-3m off crown, T3 hornbeam - fell to ground level and T4 beech x2 - raise canopies to 5m (Conservation area Cholesbury and Hawridge)	22 Jan	Feb 24 No comments	TPO shall not be made
Outstanding					
PL/22/0985/FA	Glebe Farm Heath End Hawridge Buckinghamshire HP4 3UE	Partial demolition of existing buildings and conversion of retained sections to facilitate creation of new detached dwelling and extension of existing dwelling	21 March	April 22 Comments submitted	
PL/22/1050/FA	The Old Farmhouse Heath End Hawridge Buckinghamshire HP4 3UE	Erection of stabling, hay store and feed/tack room and equipment store for private use	22 April	May 22 Comments submitted Additional comments submitted March 2023	
PL/23/2024/FA	St Marys Barn Hawridge Place Church Lane Hawridge Buckinghamshire HP5 2ZB	Internal alterations and additional/replacement windows and doors. Alterations to drive.	20 June	August 23 No Comments	
PL/23/2025/HB	St Marys Barn Hawridge Place Church Lane Hawridge Buckinghamshire HP5 2ZB	Listed building consent for internal alterations and additional/replacement windows and doors. Alterations to drive.	20 June	August 23 No Comments	
PL/23/2479/FA	Land Off Hog Lane Hog Lane Ashley Green Chesham HP5 3PS	Change of use to the mixed use of land for the keeping of horses and the stationing of caravans for residential purposes with the erection of 2 dayrooms and laying of hardstanding.	21 Aug	Sept 23 Comments submitted	
PL/23/2818/FA	Chiltern Rise Jenkins Lane St Leonards Buckinghamshire HP23 6NW	Loft conversion with rear dormer and single storey rear extension	11 Sept	Sept 23 – No comments	
PL/23/3778/FA	Bramleys Broomstick Lane Cholesbury Buckinghamshire HP23 6PF	Partial demolition of dwelling and demolition of outbuilding. Erection of two-storey detached dwelling.	23 Nov	Nov 23 No comments	
PL/24/0709/FA	Hermitage, Jenkins Lane, St Leonards HP23 6NL	Proposed double storey front extension	5 Mar	April 24	

Application No	Address	Description of Proposal	Date Submitted	Parish Council Response	Status / Additional Comments
				No comments by email poll	
PL/24/0162/FA	OS Field 4800 Cholesbury Lane Buckland Common Bucks HP23 6NQ	Close up existing field access and remove approx 62m of existing fencing. Relocate fencing to behind visibility splay and plant hedge behind relocated fence. New vehicular access and gate.	6 Feb	Feb 24 Comments submitted	

Appeals		
Application Reference: PL/23/1360/FA Appeal Reference: APP/X0415/W/23/3333118	Dundridge Manor Oak Lane St Leonards Buckinghamshire HP23 6NN Proposal: Change of use of redundant agricultural grain storage barn to self storage facility and use of existing vehicular access	Appeal Allowed

Enforcements					
EN/20/0230	OS Field 4800 Cholesbury Lane Buckland Common Buckinghamshire	Without planning permission, the material change of use of the Land to a caravan site for residential purposes by the stationing of caravans ("the Unauthorised Use") and integral to and to facilitate the Unauthorised Use, the laying of hardstanding, the creation of a new vehicular access onto Cholesbury Lane and the erection of a timber outbuilding.			