

FARNHAM ROYAL PARISH COUNCIL

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MINUTES OF A MEETING OF FARNHAM ROYAL PARISH COUNCIL HELD ON TUESDAY 26 MAY 2020 AT 7.30 P.M. BY CONFERENCE CALL

Present

Mr. Paul Rowley (Chairman) Mrs. Marilyn Rolfe
Mr. Bob Milne Mr. Roger Home
Mrs. Jennifer Quilter Mrs. Judy Tipping
Mrs. Judith Hall – Clerk
Cllr. Dhillon was in attendance from 8.50pm

The Chairman declared the meeting open at 7.30pm.

20/38/PC Apologies for absence

Mr. Richard Thomas, Mr. John Hodges and Mr. Clive Robinson

20/39/PC Declarations of Interest

There were no declarations of interest.

20/40/PC To confirm the minutes of the Parish Council meeting held on 27 April 2020

Mr. Milne requested an addition to the minutes at 36.1 to read as follows: He also wanted his opinion on the up growth growing on the verge. This addition **was agreed** and the minutes were **approved** and **it was agreed** that they would be signed by the Chairman the next day.

20/41/PC Matters Arising (not covered elsewhere on the agenda - for information only)

The Chairman advised that prior to the meeting all councillors had been provided with a report detailing the items under this section. The report can be downloaded from the Parish Council website.

41.1 Update on the flower verge pilot – the content of the report was noted.

41.2 Update of Kingsway Green flowerbeds – the content of the report was noted and the Clerk was asked to find out if there was a water supply on the Green.

41.3 Update on Covid19 community efforts – The Chairman advised the meeting that the system was working very well and the organisation was holding together with help being given to those who need it. Mrs. Tipping commented that she had not heard of anyone being forgotten or missed out.

41.4 Update from Neighbourhood Plan Steering Group – the content of the report was noted and the Chairman advised that he could give more background. He stated that the issue is that the inspectorate who looked at the Draft Local Plan considered that the duty to co-operate across boundaries have not been adequately complied with so the Plan does not take into account what Slough want or need. He continued that in his opinion competing the Neighbourhood plan process was now very important as Slough want to overspill into South Bucks. This means that the parish really needs neighbourhood planning status. Mr. Milne felt that given the update contained in the report this was now more important than ever. Those present were advised that the Chairman and Mr. Milne would be attending a virtual meeting of the Neighbourhood Plan Steering Group being held on 1 June 2020. The Clerk agreed to provide them with the log in details.

20/42/PC To review Chairman and Vice Chairman roles and memberships of the Finance Committee and Working Groups and appointments to Outside Bodies

The Chairman advised that prior to the meeting all councillors had been provided with a report detailing this item.

The report can be downloaded from the Parish Council website.

The Chairman asked the Clerk to read out the membership and appointment information. Following this Mr. Milne asked whether the proposal was for all to stay the same. Mrs. Tipping advised that she felt it was all working well and the matter could be left until next year. The Chairman queried whether the position of Signage Manager was still required and the Clerk advised that if the role was no longer to exist it would be necessary to review the signage policy and agreed to circulate a copy of the policy to all. Mr. Milne also sought to clarify that he was only a reserve for SBALC in the event that neither Mr. Rowley nor Mrs. Quilter could attend. The Chairman asked the Clerk to adjust the list to reflect these comments. Mr. Milne advised that the last meeting of the Open Spaces Working Group had been cancelled and suggested that future meetings were not currently required as most of the issues in particular the arboriculture report and any devolved services issues previously considered by the group were now coming straight to the parish council meeting. The Chairman stated that with how the government's lockdown was unravelling meetings may be possible in September 2020 but in the meantime conference calls could take place regarding Kingsway Green etc. and the playgrounds. The Chairman confirmed that part of the resident's donation regarding the strip of land next to Kingsway Green had been received and in principle the donor was happy with the proposal for two raised flowerbeds so this project could be progressed.

20/43/PC To appoint Peter Cathcart and John Hodges as Nominative Trustees of the Farnham Royal Relief in Sickness Charities and the Farnham Royal Relief in Need Charity

Mrs. Rolfe advised that Mr. Cathcart and Mr. Hodges had been trustees for many years and wanted to continue. She advised that following a recent meeting of the trustee it had been agreed that the charities would be wound down by the end of the year. Mrs. Tipping noted that no grants had been given in a long time. Mrs. Rolfe confirmed this and advised that a notice had been placed in the Farnhams Magazine seeking potential beneficiaries. The Chairman asked how much the charities had to distribute. The Clerk advised that following a recent review for the trustee's meeting it appeared that the following was held:

Cash at Bank - £5,494.79 (as at 29 May 2019)

CCLA (47677/0001C) - £5,239.00 (valuation at 31/12/2019)

CCLA (47677/0001T) - £2,959.81 (valuation as at 31/12/2019)

CCLA (47677/0002T) - £11,432.46 (valuation as at 31/12/2019)

Blackrock (4033050) - £5,676.84 (portfolio valuation at 31/12/2019)

The Chairman advised that this was very different to what he had thought. The Clerk explained the structure of the charities and confirmed that the Rector of St Marys Church was the ex-officio trustee, that Mr. Cathcart and Mr. Hodges had been nominative trustees and that Mr. Clapp and Mrs. Rolfe were co-opted trustees. The Chairman asked those present whether they were happy with the nominated people and stated that the investment values may now be much lower due to the effects of Covid19 on the financial markets. Mrs. Rolfe added that the charities have really fulfilled their purpose. The appointment of Peter Cathcart and John Hodges **was agreed**. Mr. Milne asked whether Mrs. Rolfe would report back to the parish council after the next trustees' meeting and she agreed to do this noting that the Clerk takes minutes.

20/44/PC To agree meeting dates and times for parish council meetings and committee meetings for 2021

The Clerk had previously circulated a list of proposed dates. Mr. Milne requested that the dates of two finance committee meetings were altered to increase the period between them and the next parish council meeting. The following dates **were agreed**:

13 January 2021 - Finance Committee

25 January 2021 - Full Council

22 February 2021 - Full Council

29 March 2021 - Full Council

14 April 2021 - Finance Committee

26 April 2021 - Full Council

17 May 2021 - Annual Meeting

17 May 2021 - Annual Parish Meeting

16 June 2021 - Finance Committee

28 June 2021 - Full Council

14 July 2021 - Finance Committee
26 July 2021 - Full Council
27 September 2021 - Full Council
13 October 2021 - Finance Committee
25 October 2021 - Full Council
29 November 2021 - Full Council

20/45/PC Open Spaces:

The Chairman advised that prior to the meeting all councillors had been provided with a report detailing this item. The report can be downloaded from the Parish Council website.

45.1 To consider request for a memorial bench – the content of the report was noted and the Chairman asked those present for location suggestions. Mrs. Tipping suggested the grass verge near Golden Oak Close or on The Broadway by the Post Office or crossing. Mr. Milne advised that there was already a bench on The Broadway by the chapel and sports shop and the Chairman stated that there were already benches on Kingsway Green so suggested Temple Dell. Mrs. Rolfe and Mr. Milne agreed that Temple Dell would be their first choice as there are already a number of benches on Kingsway Green. The Chairman then stated that as the person being remembered lived on Old Beaconsfield Road, the family may like to place the bench near the bus stop on the island between Old Beaconsfield Road and the A355. Mr. Home felt that there was not much space in this location due to shrubbery. It **was agreed** that the Clerk should contact the family suggesting Temple Dell.

45.2 To consider email received from resident regarding heavy goods vehicles using the A355

Mr. Home asked the Clerk whether the resident had been provided with the data obtained from TfB following the traffic survey by the infant school. The Clerk confirmed they had not. Mr. Milne asked what the Parish Council could actually do about the problem. Mr. Home advised that previously the parish council had asked companies not to use the A355 and Mrs. Tipping stated that signposts for the M4 were put up at the Beaconsfield Services and the parish council could ask for these again. The Chairman suggested that the issue and data should be sent to Cllr. Dhillon. Mrs. Rolfe asked the Chairman whether he had made any progress with trying to get satellite navigation systems rerouted. He advised that he had made enquires but that the process would take years. It **was agreed** that the issue and data should be sent to the county councillors.

20/46/PC Finance:

The Chairman advised that prior to the meeting all councillors had been provided with a report detailing the items under this section. The report can be downloaded from the Parish Council website.

46.1 To approve payments and note receipts, as per the cashbook

Mr. Milne advised that Amersham Town Council had not yet submitted invoices for April and May 2020 but that these would be received for inclusion in the June 2020 cashbook. He also noted that two expenses claims totalling £53 had been included for the costs associated with the parish council meeting conference calls in March and April 2020. The Chairman advised that the Covid19 expenses totalling £309.15 related to the cost of producing PPE which had been distributed to care homes, carers and schools. He stated that he had discussed the claim with Cllr. Dhillon who had agreed that reimbursement should be made from the BC grant received. Mr. Milne asked whether the telephone expenses were also being reimbursed from the BC grant. The Chairman suggested checking this with Cllr. Dhillon and urged all councillors to make a claim. Mrs. Tipping advised that she did not know how much the calls had cost and Mrs. Rolfe suggested that she look at her bill. The payments and receipts, as per the cashbook, **were approved.**

46.2 To consider draft 2019/20 annual accounts

Mr. Milne advised that the draft accounts circulated had been drawn up by the accountant using the figures discussed at the last meeting, they had just been put in the proper format. He noted that the carried forward figure had increased from £2,000 to £18,000 due to accruals and prepayments and savings made by not needing the two additional grass cuts provided for in the budget. The draft annual accounts **were approved.**

46.3 To review the asset register

Mr. Milne advised that he felt that the asset register was a bit confusing in its current form with old items being valued at £1 and then some had much larger numbers for instance the playground equipment. He proposed that the finance committee look at the asset register at their next meeting. This **was agreed.**

46.4 To consider deferred payment arrangements if community groups and/or businesses are unable to settle parish council invoices due to the impact of Covid19.

Further to the suggestion at the last Parish Council meeting, the Chairman asked whether councillors would consider deferred payment arrangements if community groups and/or businesses are unable to settle parish council invoices due to the impact of Covid19. It **was agreed** that if such requests were received they would be considered individually based on the specifics of each application.

20/47/PC Planning:

The Chairman advised that prior to the meeting all councillors had been provided with schedules of the comments submitted and decisions made by SBDC Planning.

47.1 To consider appeal for Gypsy site on Templewood Lane, Stoke Poges

Mrs. Rolfe reiterated that it was important to submit comments as the location is dangerous for vehicles. The Chairman confirmed that the Parish Council's objection had been submitted. Mr. Milne advised that comments could be submitted using an easy online form and that it was useful to go back to the original application. Mrs. Rolfe advised that the appeal is based on the fact that there should be a travellers site in the area but the argument is that a site has been approved for Beaconsfield and there are lots in Aylesbury Vale. Mr. Milne advised that councillors should read what the solicitors appointed by the Travellers Association have said and respond to each point. Mrs. Rolfe reminded those present that they can only comment now if they commented on the original application.

47.2 To ratify comments submitted on recent applications

The Planning Comments **were ratified** and one addition was requested concerning Crown Lane Nursery as follows: The Parish Council wishes to add to its previous comments that if the Planning Authority grants the application, which for the avoidance of doubt the Parish Council objects to, then a condition should be included that should the buildings no longer be needed for their purpose they should be demolished and the land should be returned to its original state.

47.3 To note recent planning decisions

The Planning decisions **were noted**.

20/48/PC Any Other Business (for information only)

48.1 Mr. Milne queried whether as easement means access the recent decision by BC regarding the car park meant that no more access would be granted through the car park but that what had already been granted could still be used. The Chairman advised that easement is about services and not access. Mr. Milne thought that they had already got permission but the Clerk advised that the application had been turned down. The Chairman stated that there might be an appeal.

48.2 Mr. Home advised that the verge at the top of One Pin Lane by the crossroads with Collum Green Lane had not been cut. The Clerk said that she would check with the contractor.

48.3 Mrs. Rolfe advised that she had reviewed the email received from a concerned family member of a resident regarding his safety walking to the village and that she had visited the site. Unfortunately, she did not feel that there was anything BC could practically do to improve his route and advised that she would issue a reply to the email. She did advise that she had forwarded the email to Mr. Thomas in respect of his involvement with the community support group for help with shopping.

48.4 The Chairman asked whether councillors felt that the public conveniences should still be open due to the possibility of Covid19 cross contamination. The Clerk advised that she would contact BC and report back.

48.5 The Chairman advised that the Farnhams Magazine had requested a financial contribution and asked whether councillors would be prepared to listen to their case. It was suggested that the finance committee would hold a conference call with the magazine to progress this. Mr. Home advised that he was no longer association with the magazine. The Clerk asked whether he would like to step down as the representative for the parish council. He advised that would be best and asked councillors to consider whether the magazine is of value to the community. The Chairman expressed that in his opinion it was valid as one media and that a large proportion of parishioners only get information this way. Mrs. Rolfe asked what the church were contributing to the magazine and Mr. Home felt this was a very good question which needed to be answered. It was agreed that the finance committee should meet with the magazine to discuss the matter further. Mr. Milne asked how the Hedgerley magazine operates. Mr. Home advised that it operated largely the same. He continued that the problems are finding volunteers and

financing the costs especially as advertising rates have fallen away. Most advertisers paid up front in December 2019 and if the magazines aren't produced then the advertising contracts will not be fulfilled. He also advised that the magazine had experienced distribution problems when the regular distributor went bust and it was taken over by someone else and the service was very erratic. The decision was then taken to use Royal Mail. Mr. Home concluded by saying that if the magazine is a media that is useful to the parish council then a financial contribution should be made but not more than the value of the benefit.

20/49/PC Next meeting

The meeting closed at 9.37pm. The next meeting will be a virtual meeting on 29 June 2020 at 7.30pm. Details will be published with the agenda.

UPDATE FOR CLLR. DHILLON ON BEHALF OF BUCKINGHAMSHIRE COUNCIL

Cllr. Dhillon advised that he had recently spent most of his time dealing with the antisocial behaviour at Dorney Lake and the issues at the Khalsa School. He thanked the community support group volunteers and stated his hope that we would be out of Covid19 very soon. He stated that the saddest thing is that the changes expected with new BC have not happened as the Secretary of State required over 200 councillors to remain in their positions.

Cllr. Dhillon advised that the Beeches Community Board would start meeting virtually in June 2020 and that Cllr. Anthony had been appointed as the chairman.

Cllr. Dhillon also advised that BC's income had shrunk and overheads had gone up and although central government had given quite a lot, adult social care was struggling.

Cllr. Dhillon further advised that TfB's plane and patch programme would be carried on throughout May and that the Burnham Recycling Centre at Crowpiece Lane would be reopening on Friday 29 May 2020. Mrs. Rolfe stated that they were introducing a one way system when entering Crowpiece Lane. Cllr. Dhillon said that there was now hardly any wait at the Beaconsfield Recycling Centre.

Cllr. Dhillon reminded those present that comments regarding the proposed gypsy site on Templewood Lane needed to be submitted by 31 May 2020. He had spoken to the BC Planning Department who had advised that the reasons for the refusal were robust but he urged the parish council and those present individually to submit comments.

Cllr. Dhillon asked whether there were any issues that councillors would like to raise with him. Mrs. Rolfe raised the roadside parking associated with Burnham Beeches. She advised that whilst a really good job had been done with placing cones to stop parking, 30 cars had parked where there were no cones, people were stood around their cars and the traffic was still going both ways. She asked if anything could be done to help. Cllr. Dhillon advised that a couple of weekends ago the police were called three times and that although cones are in place enforcement is not possible. He advised that he was meeting with the police and the parking safety manager at BC next week and will try to speak to the ranger as well as many visitors still think that the car park is closed. He agreed that this was making Beeches Road and Green Lane very dangerous.

Cllr. Dhillon advised that BC had refused the easement request for The Broadway car park. Mrs. Rolfe advised that she had spoken to the officer dealing with the request at BC and she was trying to do her best which was encouraging and Mrs. Rolfe gave her thanks to her.

The Chairman advised Cllr. Dhillon that the Covid19 expenses of £309.15 had been agreed and sought his agreement to this amount being reimbursed for the BC grant. Cllr. Dhillon confirmed his agreement and praised a fantastic village effort.