

## Information for the Parish Council Meeting on 27 September 2021

### **3 Matters Arising (not covered elsewhere on the agenda - for information only)**

#### **3.1 Update on Fairfield Lane HMO issues**

The Parish Council and Cllr. Dhillon facilitated a meeting between the residents of Fairfield Lane and Joy Morrissey MP. The Clerk has been advised that the issues are now being followed up jointly by the residents, the Police and Joy Morrissey MP.

#### **3.2 Update on Ingleglen and Beeches Road flooding issues**

The Parish Council and Cllr. Dhillon facilitated a meeting between the residents of Ingleglen and Beeches Road, Thames Water and Joy Morrissey MP. The Clerk has been advised that the issues are now being followed up jointly by the residents, Thames Water and Joy Morrissey MP.

#### **3.3 Update on Buckinghamshire Council's Informal Parking Review**

The Clerk has been advised that Buckinghamshire Council plan to start a formal consultation on 19 October 2021 which will close on 6 November 2021. The Clerk has not yet received details of the new proposals but will issue these to parish councillors upon receipt from Buckinghamshire Council.

#### **3.4 Update on cradle swing at Farnham Park Playing Fields**

The annual playground inspection was carried out on 24 June 2021. The following day, the Clerk was advised that the cradle swing cross beam was rotten and that this piece of equipment needed to be removed from use until repaired. This equipment was removed by our contractor on the same day. The Clerk contacted Wicksteed, the supplier, to request the repair as soon as possible and ascertain whether the timber was still under warranty. Wicksteed have confirmed that the repair will be carried out under warranty but unfortunately there is a supply chain issue in respect of obtaining the timber so the repair has not yet been carried out and Wicksteed are unable to give an estimated completion date. The Clerk is due to receive an update at the end of this week.

#### **3.5 Update on the Ray Clements' commemorative bench**

The bench was installed on Kingsway Green on 16 September 2021. The Parish Council would like to thank the family and friends of Ray Clements for their kind donation to the village in his memory.

#### **3.6 Update on Parish Council Email Arrangements**

As parish councillors are aware, changing to the use of @farnhamroyal-pc.gov.uk email addresses negatively impacted communication and the Chairman took the decision to revert temporarily to the use of personal email addresses. Following a recommendation received from Richard Thomas a MS Teams meeting was held with CST Limited, a computer support company based in Wooburn Green. The meeting was attended by the Chairman, Richard Thomas and the Clerk. It was agreed that CST would review the parish council's systems and provide a report detailing the options available for both the email system and IT system generally. CST have kindly agreed to carry out this review free of charge.

#### **3.7 Confirmation of insurance arrangements for 2021/22**

The Parish Council is subject to a long-term agreement with its current insurers, Hiscox, which expires on 30th September 2022. The policy will renew for its final year on 1 October 2021 and the annual premium is £1,280.30, including insurance premium tax (IPT) plus the broker's administration fee of £50.00, giving a total annual premium of £1,330.30.

#### **3.8 Feedback from the Farnhams' Orchard Day**

A verbal report will be provided at the meeting.

**4 To receive an update from the Co-Ordinator of the Beeches Community Board**

Jack Pearce, the Co-ordinator of the Beeches Community Board is attending the meeting and will give a short presentation about the Community Board and its Action Groups.

**5 To receive an update from the Project Working Group and receive recommendations regarding the projects submitted to the Beeches Community Board.**

The deadline for submitting Highways projects for consideration in the 2021/22 financial year is 31 September 2021. Following previous discussions at the Projects Working Group, Jenny Quilter, Chair of the Group, and the Clerk submitted an application to reduce the speed limit along the A355 between the villages from 40mph to 30mph. In addition, they also submitted an application to move the 30mph speed limit signs at the northern entrance to Farnham Common further north towards Beaconsfield.

Initial feedback from the Beeches Community Board Co-ordinator suggests that a reduction from 40mph to 30mph will not be supported by Transport for Bucks unless the average speed of the traffic is already at or below 34mph. He therefore feels it is likely that Transport for Bucks will recommend that traffic calming measures are introduced first to bring the speed of the traffic down. A copy of the Transport for Buckinghamshire Traffic Calming Guide 2020 has been sent to parish councillors separately.

In the first instance it may be sensible to commission a Transport for Buckinghamshire traffic survey, as we did previously outside Farnham Common Infant School, to ascertain the average speed of the traffic. The current cost of a survey is £412 plus VAT.

**6 To consider correspondence received from residents**

**6.1 Request to remove vegetation and Bus shelter on A355 near Barn Close**

The Clerk has been contacted by a resident requesting the removal of the metal bus shelter on the A355 near Barn Close as he believes it to be unsafe. The resident initially contacted Buckinghamshire Council and the Passenger Transport Officer agreed stating that as it is in a very poor condition, he would look to remove it on safety grounds but not replace it as Buckinghamshire Council doesn't have a budget for supplying shelters. Bob Milne visited the bus shelter and advised that, in his opinion, the bus shelter was not unsafe and that removing it without replacement would impact negatively on users especially as we enter the Autumn and Winter months. The Clerk reverted to the Passenger Transport Officer and he advised that he had spotted the bus shelter many months ago and had checked it. He continued that while it is unsightly it is safe and he will leave the decision to parish councillors at the next meeting. If the Parish Council wishes it removed, he can arrange that, alternatively if the Parish Council wishes to leave it, he is happy to go with that decision.



The resident has also requested the removal of some vegetation on the verge which he believes is causing damage to his fence. He is looking to install a new fence and wants the vegetation dealt with before this is done.



It appears that the vegetation in the first photograph was removed by the contractors during the most recent grass cut but the vegetation on the second picture remains and the resident would like to know when it will be removed.

### **6.2 Request for a commemorative tree in Temple Dell**

The Clerk has previously emailed parish councillors advising that she has received a request from the family of Elsie Redfern for a commemorative tree in Temple Dell. The maintenance contractor for Temple Dell has suggested an oak tree as they do well in the Dell and that the best time to plant the tree would be December. The family are happy with this suggestion and have agreed to meet the costs (£150) in full.

### **6.3 Request for reduction in the crown height of trees in Beeches Road**

The Clerk has been contacted anonymously by a resident regarding what they describe as three large beech trees in Beeches Road, which are subject to tree preservation orders. The resident states that the trees are now extending well into the road and are often hit by high sided vehicles leaving debris. They also advise that the branches are beginning to interfere with power/overhead wires which cross the road. The Parish Council is being asked to encourage the residents of Badger's Holt, Mandriya and High Ridges to reduce the crown height of the trees.



#### **6.4 Request for hedge cutting at the junction of Beaconsfield Road and Farnham Park Lane**

The Clerk has been contacted by a resident regarding the hedge on the corner of Beaconsfield Road and Farnham Park Lane which they state makes turning left into the Lane quite hazardous, especially for pedestrians. The Parish Council is being asked to cut the hedge.



#### **6.5 Request for verge cutting on Purton Lane from Parsonage Lane to Purton Court**

The Clerk has been contacted by a resident who states that the growth on the verges on Purton Lane from Parsonage Lane to Purton Court is making the lane almost impossible to drive down. The Parish Council is being asked to resolve this.

#### **6.6 Request for vegetation cutting in the footpath from Purton Lane to the Beaconsfield Road.**

The Clerk has been contacted by a resident who states that the footpath from Purton Lane to the Beaconsfield Road is becoming very overgrown and needs attention. The Parish Council is being asked to cutback the vegetation.

#### **6.7 Request to improve streetlighting in Mayflower Way**

The Clerk has been contacted by a resident who believes that the street lighting on Mayflower Way and Templewood Lane is far from adequate and is concerned about the lack of light when the winter months arrive. She advises that as a woman, she would feel very unsafe walking along either of these roads with the current level of lighting and continues that she is not alone in her concerns. She states that everyone has the right to feel safe in their neighbourhood and at present, the level of lighting does not encourage this, particularly for women. She also advises that with children at both Farnham Common Infant school and Farnham Common Junior school she should be able to walk to collect them when after school clubs finish but the current level of lighting is not conducive to safety. She acknowledges that street lighting should not create unnecessary light pollution for residents but feels that safety is a

consideration. She believes residents should be able to walk to a post box without the need for a torch.

**7 To consider a name for the new access road on the former site of Cut Heath House, Parsonage Lane**

The Clerk has received a request for a name for a new access road for eight new homes on the former site of Cut Heath House. The developer has also asked for the Parish Council to name the individual properties. In accordance with Buckinghamshire Council's Street Naming & Numbering Policy, the properties will be allocated postal numbers but can also receive names. Buckinghamshire Council also welcome road names with historic or local link.

**8 To consider relaunching a Neighbourhood Plan for The Farnhams**

The Chairman suggests that the Neighbourhood Plan needs to be relaunched. An initial discussion has taken place between the Chairman, Jerry Houdret (Interim Chair of the Neighbourhood Plan Steering Group), the Clerk and Leani Haim (Principal Planner for O'Neill Homer). O'Neill Homer provide a neighbourhood planning support service and have worked with about 40 Neighbourhood Plans in Buckinghamshire including Stoke Poges, The Ivers and Beaconsfield. They were recommended by Cllr. Egleton through his work at Stoke Poges Parish Council.

A copy of O'Neill Homer's introduction letter, project plan and quote has been sent to parish councillors separately.

A verbal report will be provided by Paul Rowley during the meeting for discussion by councillors.

**9 To consider what's going on in The Farnhams for Christmas now we are out of lockdown**

The Chairman would like a discussion about how the Parish Council can support The Farnhams to celebrate Christmas now we are out of lockdown.

**10 To review the following policies:**

**10.1 Signage**

A copy of the policy has been sent to parish councillors separately.

**10.2 Promotional Materials**

A copy of the policy has been sent to parish councillors separately.

**10.3 Communication and Involvement**

A copy of the policy has been sent to parish councillors separately.

**11 Finance:**

**11.1 To consider frequency of flagpole services**

The Clerk has previously emailed parish councillors regarding servicing the villages' flag poles. An annual service is recommended by the company who carried out last year's services, which were the first service anyone can remember and were carried out when repairs were needed to the Farnham Royal flagpole. The quote for this year's services is £471.91 in total for both poles. Parish Councillors may like to agree a servicing schedule.

**11.2 To consider purchasing Community Speedwatch signs for the villages' entry signs**

In the latest Community Speedwatch Newsletter it was announced that villages are now able to use signage that makes road users aware of an area being active in the Community Speedwatch scheme. The signs can be placed on entry to the villages and be permanently fixed to existing road side furniture.

The yellow sign can be seen under the flowerbox in the picture on the next page.



Depending on the size of the sign the costs per sign are:

E1 600mm x 215mm - £49.84

F1 1000mm x 360mm - £102.70

G1 300mm x 420mm - £43.22

H1 600mm x 215mm - £60.78

The dimensions of the signs are those that would conform to TVP Community Speedwatch protocols.

Stainless steel clips for above are from £3.00 per clip.

### **11.3 To consider purchasing a replacement dog waste bin at Farnham Common Sports Club**

The Chairman advised that one of the dog waste bins at Farnham Common Sports Club is missing and asked Progress Services to quote for a replacement. The replacement bin is £115 plus £18.95 shipping and VAT from Earth Anchor and Progress Services will charge £65 for installation.

### **11.4 To consider the purchase of a new basketball net and minor surface repairs at Farnham Park Playing Fields**

A resident contacted the Clerk to advise that there are some dead spots on the ground surface which are dangerous and had caused her to buckle her step a few times. She also advised that the net was hanging off the basket and was in a bad condition. She requested a new net and surface repairs/replacement.

Following a discussion with the Chairman and Vice Chair, Progress Services (the maintenance contractor) was asked to quote for a new net and surface repairs. The quote received is £180.

### **11.5 To ratify to purchase of a new Community Orchard Information Panel**

On 26 August 2021, Michael Mills, on behalf of the Rotary Club, asked the Clerk to order a new information panel for the Community Orchard using the ringfenced funds (£1,828.24) held by the Parish Council for the Community Orchard. Following a discussion with the Chairman the order was placed as the Rotary Club was keen to install the new panel before the Farnhams' Orchard Day. The cost of the new panel is £295.00 plus VAT and delivery.

### **11.6 To ratify the purchase of four new defibrillator pads to replace out of date pads**

On 30 July 2021 and 31 July 2021, the Vice Chair and Chairman respectively gave permission for the Clerk to use the Parish Council's debit card to purchase four new defibrillator pads. Two for the unit at the Village Hall in Farnham Royal and two for the unit on The Broadway, Farnham Common. The existing pads were out of date. The cost was £188.00 plus VAT.

### **11.7 To ratify the purchase of a new seat for the chest press machine at the outdoor gym**

Following the quarterly inspection of the outdoor gym equipment, the Clerk was advised that the seat for the chest press machine was broken and needed replacing. A new seat was ordered and has been

delivered. The cost of the seat was £79.00 plus VAT and £10.00 shipping.

**11.8 To ratify the purchase of a banner**

A banner was purchased for use at the Farnhams' Orchard Day and other subsequent events. The cost was £33.32 plus delivery of £4.50 and VAT.

**11.9 To approve payments and note receipts, as per the cashbook**

The cashbook has been reviewed and approved by the temporary Chair of the Finance Committee and has been circulated to councillors separately.

**12 Planning:**

**12.1 To ratify comments submitted on recent applications**

The schedule of comments submitted to the planning authority has been circulated to councillors.

**12.2 To note recent planning decisions**

The schedule of planning authority decisions has been circulated to councillors.