

Information for the Parish Council Meeting on 24 July 2023

4 Matters Arising (not covered elsewhere on the agenda - for information only)

4.1 Update on Community Speedwatch

Two councillors and two volunteers are fully trained with another councillor and volunteer partially trained.

The Group has now carried out Speedwatch sessions at five locations in the parish: Beaconsfield Road (outside Dair House School), One Pin Lane, Stewarts Drive, Farnham Lane and Mayflower Way. Three motorists were found to be over the prescribed speed threshold.

The Group aims to undertake one session per week and Tony Birkett is preparing a rota to cover the approved locations. So far, general feedback has been very positive.

4.2 Update on application to Beeches Community Board for match funding for a new MVAS

The application was made on 5 February 2023 but appears to be stuck in the system. After chasing, the Clerk was finally advised that there was some missing information but despite emails and a conversation with the Acting Community Board Manager the Clerk has still not been advised what's missing.

The Clerk has chased the Acting Manager and has asked the Community Board Chairman, Cllr. Anthony, to review the application and press for progress.

4.3 Update on Electricity Contract

At the last Parish Council meeting, there was a tentative discussion about shopping for a better electricity contract.

The Clerk requested the termination quote from the existing supplier and this was confirmed as £2,023.54.

The broker suggested by Marilyn Rolfe was not able to obtain any quotes for taking over the supply as the supply is unmetered. He even contacted SSE, the previous supplier and they would not provide him with a quote.

The existing contract needed to be terminated, if that was the decision, by mid-day on Friday 14 July 2023. Given that no other supplier had been identified and having received confirmation from the existing supplier that the contract rates are not fixed and change based on the price of wholesale energy, the decision was taken to continue the existing contract.

4.4 Update on actions taken in respect of the Rectification Notice received pursuant to Article 16 UK GDPR

The wording proposed by BP Collins has been applied at the beginning of each of the relevant historic documents and these rectified versions of the documents have been sent to Simons Muirhead Burton LLP.

In addition, it has been confirmed to Simons Muirhead Burton LLP that the rectified versions of four of the documents will be uploaded to the Parish Council's website to replace the current versions of these documents and hard copies of the rectified documents will replace the current versions in the relevant minute folder. It was also clarified that the fifth document will not be published and made publicly available as it is not a publicly available document.

The above actions will be taken if no objection is received from Simons Muirhead Burton LLP by 4pm on 25 July 2023.

4.5 Update on drainage issue at the former Guide Hut site

One of the manhole covers at the site is leaking due to a blocked sewer pipe. Thames Water attended the site twice but were unable to suck out the waste to carry out a full investigation as the equipment on the first van was not working and the second van did not have the required equipment fitted. The second team created a hole in the ground, which enabled them to confirm that the pipe had collapsed causing the blockage. They also advised that as the pipe serves only buildings on land owned by the Parish Council it was a private pipe so would need to be repaired privately, not by them.

It is therefore necessary to engage a company to clear out the drain and then a groundworks company to either repair or replace the broken section of the pipe. Considering a budget for clearing the drain is dealt with in item 8.6 below. With regard to repairing or replacing the broken section of the pipe, this will be informally agreed by email to allow the work to take place as soon as possible and ratified at the September 2023 parish council meeting.

4.6 Update on replacement of bollards along The Broadway

On 6 July 2023, a van with a pole sticking out of it drove south through The Broadway and knocked several of the bollards over removing them from their ground fixings. Orange cones have been placed along The Broadway, presumably by Buckinghamshire Highways and the Clerk has been chasing the Local Area Technician for confirmation of when replacements will be installed. So far, they have advised 'we will need to get some new ones ordered, however we're struggling to find like for like as these were put in some time ago and we now use completely different suppliers. I'm sure we'll be able to find an alternative but if I can't find an obvious, suitable replacement I'll get in contact to discuss the different options.'

The Clerk contacted the Local Area Technician on 17 July for an update and timescale but has not yet received a response.

4.7 Update on Annual Playground Inspections

The annual playground inspections were carried out on 17 July 2023 and the Clerk is expecting to receive the full reports shortly.

In the meantime, the inspection company have notified the Clerk of two urgent matters at the playground in Farnham Park Playing Fields:

1. One of the flat seat swings has shackles that are 70% worn
The inspector advised that the shackles should be replaced as soon as possible, or the swing should be removed until a repair can be made.
2. One of the posts on the basket swing frame is rotten
The inspector advised that the rotten timber should be replaced as soon as possible and consideration should be given to removing the basket and suspension until the repair can be made.

Upon receipt of the urgent matters the Clerk contacted Progress Services, the maintenance contractor to report the issues. On 18 July 2023, the shackles were replaced on the flat seat swing and the basket and suspension was removed from the basket swing.

The Clerk has contacted the playground supplier to obtain a replacement timber as it is believed that the guarantee is still in effect.

4.8 Update from the Neighbourhood Policing Team

The Neighbourhood Policing Team have provided the following report:

Burglaries

This month we have had a reduction in burglaries in Farnham common, from two to one compared to two in Burnham and two in Taplow.

The NH teams are carrying out targeted patrols in these locations and also giving out crime reduction advice at local events.

Now that the warmer weather is upon us and residents are starting to travel again please remember to

- Cut back your shrubs and hedges to aid visibility
- Set timer switches to turn your lights on when away
- Avoid leaving valuables in plain view e.g. laptops and tablets
- Set any house alarms
- Lock side gates to prevent access to the rear of your property
- Keep any tools and ladders stored safely away in a locked garage
- Don't advertise that you are away and that your home is empty, by 'checking in' or posting your holiday snaps on social media
- Resist uploading any holiday pictures to social media until you have returned home
- Don't leave windows open at the front of your property when you are in the garden

Theft from motor Vehicles

We have seen a decrease in theft from vehicles in the Farnham's area from three to seven. With a further nine reports in Burnham and none in Taplow/Dorney

The team are continuing to patrol the car parks at these locations and identifying vehicles with valuables on display and sending the owners a letter to remind them to keep out of sight.

Theft of motor Vehicles

This month we have had one report in the Farnham's, two in the Burnham area and a further five reports for Taplow/Dorney.

Have Your Say

This month we will be holding two have your say events for the local community to pop down and have a chat. We will also have a selection of crime reduction advice to give away.

16th September between 10-11am at Farnham Common Library

Other News

PCSO Peter Pretty is now part of the NH team and will be covering the Farnham Common/Farnham Royal area. Peter is currently in training and will be popping in and meeting people over the next coming weeks.

We are still getting reports with regards to off road bikes being ridden around various locations such as the Jubilee, Taplow, Blackpond Lane, Farnham Common and Burnham Park, Burnham.

With regards to the reports in Blackpond Lane we are working with the parish council to look at fitting a concrete block to prevent bike access to the footpath as well as gating.

Now the warmer weather is here we are seeing an increase in local residents attending our beautiful waterways. The NH team are working closely with Bucks Community Safety team and Bucks and Berkshire Fire and Rescue to promote awareness around water safety and cold water shock. We have been carrying out talks in schools prior to the school holidays and having worked together with partner agencies we have a new video to raise awareness around these issues. Please use the link to view this <https://www.youtube.com/watch?v=jdcxThIHUmc&t=1s>.

5 Neighbourhood Plan

5.1 To consider the Farnhams' Draft Neighbourhood Plan prior to Formal Consultation (with presentation from Leani Haim of ONeill Homer)

A copy of the latest draft of the Neighbourhood Plan has been sent to councillors separately. The Parish Council is being asked to decide whether it is happy for the Plan to be sent out for Formal Consultation.

5.2 To consider granting delegated powers to the Chairman, the Clerk and Steve Stagg for non-material amendments to the Plan, if required, prior to the Formal Consultation

Leani Haim, the consultant, has suggested that as the Draft Plan will need amending after the parish council meeting to reflect the responses received from owners of buildings and structures identified for inclusion on the Local Heritage List, Burnham Beeches SAC and the owners of areas identified as Local Green Spaces, delegated powers could be granted to allow any necessary non-material amendments such as removing a building or structure.

6 To consider a proposal for a Farmers Market

David Moore has been looking into starting a Farmers Market in Temple Dell and will provide an update at Monday's meeting.

7 To consider the street name for six dwellings on the fields to the west of Blackpond Lane and opposite Devonshire Green, Farnham Royal (Land at Cobblers Close, Farnham Royal)

Buckinghamshire Council has advised that they have received a request to provide a street name for six dwellings on the fields to the west of Blackpond Lane and opposite Devonshire Green, Farnham Royal. Subsequently the developer was suggested either Mullins Drive or Speights Drive, which are based on their client's personal historical family names associated with Bucks/South Bucks area.

The Parish Council has been asked to comment on the proposed street names or to make an alternative suggestion. Buckinghamshire Council promote names with a local or historic significance to the area and this is an approach used previously by the Parish Council.

Should parish councillors wish to review Buckinghamshire Council's Street Naming and Numbering Policy before making any comments or street name suggestions it can be found at:

8 Finance:

8.1 To receive and note the amended 2022/23 Annual Internal Audit Report

At the last meeting, the Parish Council received and noted the draft 2022/23 Annual Internal Audit Report. The final version was received on 28 June 2023 and this has been sent to councillors separately. The only additions were to explain items not covered by the Internal Audit as they do not apply to this particular parish council, for example the management of petty cash when no petty cash is held.

8.2 To consider the June 2023 Management Accounts

A copy of the Management Accounts has been sent to councillors separately.

8.3 To consider PWLB Loan to fund the replacement of Farnham Common Playground

To fund the replacement of the playground it was agreed at the April 2023 meeting that the Parish Council would seek the approval of the Secretary of State for Levelling up, Housing and Communities to apply for a loan from the PWLB. The required documents have now been prepared but given recent increases in interest rates it is prudent to review available loan terms and consider an updated resolution. The proposed resolution is:

'It was agreed to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £105,000 over the borrowing term of 12.5 years for the replacement of Farnham Common playground. The annual loan repayments will come to around £11,706.54. It is not intended to increase the council tax precept for the purpose of the loan repayments.'

A copy of the Report to Council has been sent to councillors separately.

8.4 To consider the increased legal costs for responding to the Rectification Notice

At the meeting in April 2023, it was agreed that a budget of £2,000 plus VAT would be set aside. The total fees paid so far are £1,950.60 plus VAT. An invoice for the sum of £1,500 plus VAT has been received this month and given this will take the amount paid above the budget set further approval is required.

8.5 To consider a budget and authorise payment for removing fly tipping from the former Guide Hut site



At last month's meeting, Bob Milne expressed concern about rubbish on the site which could pose a hazard now the site is open.

The Clerk arranged for Progress Services to cut back the vegetation to make collection of the rubbish easier.

General Waste and Refuse Removal (Steve & Matt Keating) are booked to collect the rubbish on Friday 21 July 2023 so the cost will be known by the meeting but the payment has not been included on the cashbook so approval to pay their invoice is being sought.

8.6 To consider a budget and approve payment for sucking out the waste from the collapsed sewer pipe on the former Guide Hut site.

As mentioned in 4.5 above it will be necessary to engage a company to suck out the waste from the collapsed sewer pipe. The Parish Council is being asked to consider a budget to enable this to take place as soon as possible and for permission to make payment either by bank transfer or debit card.

8.7 To consider appointing Amersham Town Council to maintain the flowerbeds at Rectory Close, Farnham Royal

At the last meeting, the Clerk was asked to contact Clarke's Garden Services who maintain the flowerbeds on Kingsway Green for a quote to maintain the flowerbeds at Rectory Close. Clarke's Garden Services went to look at the beds but advised that they were unable to take on the work.

The Clerk then contacted Amersham Town Council who maintain St Mary's Churchyard on behalf of the Parish Council. They provided a quote, which has been sent to councillors separately.

8.8 To consider payments and note receipts, as per the July 2023 cashbook

The cashbook has been reviewed and approved by Katherine Damsell, as Interim Chair of the Finance Committee and has been sent to councillors separately.

9 Planning:

9.1 To ratify comments submitted on recent applications

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

9.2 To note recent planning decisions

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