

Information for the Parish Council Meeting on 27 November 2023

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

4.1 Update from the Neighbourhood Policing Team

The Neighbourhood Policing Team will either attend the meeting to provide a verbal update or our Police Community Support Officer will provide a written report for circulation.

4.2 Update on Community Speedwatch

The group, made up of two councillors and two volunteers, continues to carry out sessions at two sites each week.

Since the activity started, the group has recorded 17 motorists who were found to be traveling over the prescribed speed threshold. Details below:

Site	Speeders
Collinswood Road (Outside Millward House Day Nursery)	9
One Pin Lane (Outside 'Oak Lodge')	2
Farnham Lane (Outside 'Glenside')	6

The maximum speed recorded is 43mph on Farnham Lane, which is a 30mph road.

It appears that the group is having an impact as the number of speeders recorded at each session is reducing.

So far, feedback has been generally positive but disappointingly, some verbal abuse has been received.

The group is looking for further volunteers to enable it to carry out more sessions across the nearly 20 sites approved throughout the villages.

4.3 Update on Freedom of Information Act request

As reported at the October parish council meeting, the Clerk received a Freedom of Information Act ("FOI") request for a copy of the Housing Needs Assessment prepared as part of the Neighbourhood Plan preparation.

Having received advice from Breakthrough Communications via Buckinghamshire & Milton Keynes Association of Local Councils the Clerk contacted the author to see if they had a compelling reason, with evidence, as to why their commercial interest will be harmed if the document is released. The author confirmed they had no objection to the document being released and therefore a copy of the document was sent to the requester.

4.4 Update on 'Meet Your Local Councillors'

The second session was held on Saturday 4 November 2023 in Farnham Common Community Library. Paul Rowley and Marilyn Rolfe attended the session on behalf of the Parish Council but unfortunately Buckinghamshire Councillor Dev Dhillon was unable to attend at short notice due to personal reasons.

Approximately six residents attended the session and the discussion included parking issues in Scott Close following the closure of the infant school car park and a query regarding the enforceability of the 500m zone around Burnham Beeches SAC.

The next session is on 13 January 2024. Paul Rowley, Katherine Damsell and Tony Birkett have agreed to attend this session on behalf of the Parish Council.

4.5 Update on personal injury claim received

As advised at the September and October 2023 parish council meetings, a personal injury claim was received following an accident at the playground at Farnham Park Playing Fields. Following a view of all requested documentation, the insurer has denied liability.

4.6 Update on Farnham Common Playground

Work to extend the area and replace the surfacing and equipment at the playground near Farnham Common Sports Club started on 6 November 2023. The existing surfacing has been excavated where necessary and the installation of equipment will be finished by the end of November/beginning of December 2023. It will then be necessary to complete the surfacing work and given the very wet weather and possible cold temperatures, the contractor has advised that there may be a slight delay in completing this.

As expected, given the time of year, despite the best efforts of the contractors in placing boards on the ground there has been some damage to the grass between the sports club car park and the playground and this will need to be repaired once the work is completed.

4.7 Update on Claims received from and on behalf of Cllr. Clive Robinson

As reported at the October 2023 parish council meeting, BP Collins acting for the Parish Council responded on 19 October 2023 to the letter received.

5 To consider feedback on Cooper's Market Farnham Common

There will be a discussion at the meeting with feedback being provided after the second market, which is being held on 26 November 2023.

6 Contracts:

6.1 Update on new maintenance contracts

The contractor, Amersham Town Council has approved the draft contracts issued to them for the maintenance of St Mary's Churchyard and the maintenance of woodlands & grasslands. It is proposed that Paul Rowley, as Chair and Katherine Damsell as Lead Councillor for Finance and Contracts sign the contracts on behalf of the Parish Council.

6.2 Consider tenders received for the Maintenance of Physical Assets

Three tenders have been submitted for the maintenance of several items (Playground at Farnham Park Playing Fields, Bus Shelters, Outdoor Fitness Equipment, War Graves, Benches, Defibrillators, War Memorial, Noticeboards, Millenium Signs, Flagpoles). Details have been sent to councillors separately.

7 Projects:

7.1 To consider repairs to retaining wall and removal of scrub and upgrowth at Boundary Copse

At the recent Finance Committee meeting it was agreed that the wall repairs should be completed before the end of this financial year and that this should be recommended at the next parish council meeting.

The local contractor chosen by the landowner, Buckinghamshire Council, has provided an updated quote for the following recommended work:

- Rebuild 3no. wall ends as required, cost includes supply of bricks to match existing as close as possible.
- Repoint the brick wall (approx. 100mts). Existing joints raked out and then repointed. Areas where bricks are missing due to tree roots will be left as they stand present.

A copy of the quote has been sent to councillors separately.

Following a site visit with the arboriculturist a scope for transforming the Copse into a much more open and inviting community space was prepared. This stated that all undergrowth, scrub and upgrowth but not trees with a trunk diameter of more than 100mm should be cleared.

A copy of the quote provided by our maintenance contractor for this additional work has been sent to councillors separately.

Jenny Quilter is looking into whether it would be appropriate to carry out an ecology assessment prior to starting any clearance work to determine any potential impact on habitats and protected species and hopes to be able to provide an update at the meeting.

7.2 To consider purchasing one Mobile Vehicle Activated Sign

At the recent Finance Committee meeting it was agreed to recommend at the next parish council meeting

that one sign should be purchased before the end of this financial year to replace the obsolete sign already held by the Parish Council while the application is progressed with the Beeches Community Board/Buckinghamshire Highways for another sign.

A copy of the quote has been sent to councillors separately.

7.3 To consider proposal for Guide Hut Site

At the recent Finance Committee meeting it was agreed that progressing this project before the end of this financial year should be recommended at the next parish council meeting.

Although not agreed, the latest proposal was for a narrow section of the site opposite the playground to be covered in bark chippings to accommodate three large picnic benches. Having discussed this with Amersham Town Council they have advised against bark chippings as they will require ongoing maintenance. They have instead recommended installing the benches on top of an area of paving slabs slightly larger than the bench. The rest of the site will be grassed with an area of natural habitat left nearest the rear entrance to the school. There has also been a request from residents for a noticeboard to provide community information and promote community events.



The suggested table is a Pembridge Picnic Table with wheelchair access from Glasdon. It is made from 100% recycled material and has six standard seating positions and space for a wheelchair/mobility scooter/pushchair. (<https://uk.glasdon.com/seating/wheelchair-accessible-picnic-tables/pembridge-picnic-table-with-wheelchair-access>).



The suggested noticeboard is a standard 6 x A4 single door noticeboard in green from Earth Anchors (<https://www.earth-anchors.com/product/standard-6-x-a4-h75-x-w75cm-single-door-3/>).

7.4 To consider potential community events in 2024

The Clerk, Jenny Quilter (Lead Councillor for Projects) and Katherine Damsell (Lead Councillor for Finance and Contracts) met to discuss potential community events for 2024 to formulate a realistic proposal. There will be a discussion at the meeting.

8 Finance:

8.1 To ratify the purchase of new lights for the Christmas tree on Kingsway Green

On 22 November 2023, Clarke's Gardening Services who put up the Christmas tree on Kingsway Green and store the tree lights for the rest of the year advised that some of the lights used last year were not working, which would result in an underwhelming display. They recommended that 7 x 10m connectable sections of new outdoor fairy lights were purchased from [Lights4fun.co.uk](https://lights4fun.co.uk) (who have been used before by Taplow Parish Council). This recommendation was informally agreed by a majority of parish councillors by email on 22 November 2023 and must be ratified at this parish council meeting.

8.2 To consider repairs to a boundary fence at Farnham Common Sports Club

As a result of antisocial behaviour, a resident in Mount Close has requested that the part of the chain link fence between Mount Close and Farnham Common Sports Club that has been stamped down creating a cut through is replaced to reinstate the fence. This was also raised at the most recent Sports Club Main Committee meeting which was attended by Paul Rowley.

8.3 To receive report from latest Finance Committee Meeting inc. Draft 2024/25 Budget

The draft minutes of the Finance Committee meeting have been sent to councillors separately. Katherine Damsell as Lead Councillor for Finance and Contracts will provide a brief summary at the meeting.

8.4 To consider the September 2023 Management Accounts

At the October 2023 Parish Council meeting it was resolved that the management accounts should be discussed at the Finance Committee meeting on 13 November 2023. A detailed discussion took place.

8.5 To consider payments and note receipts, as per the November 2023 cashbook

The cashbook has been reviewed and approved by Katherine Damsell, as 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 sent to councillors separately.

9.2 To note recent planning decisions

The schedule of planning authority decisions has been sent to councillors separately.