

UNCONFIRMED
MINUTES OF THE TURVILLE PARISH COUNCIL MEETING
Held on Wednesday 8th September 2021 at the Village Hall, Northend

PRESENT:

CLlr Alice Nuttgens – Chair, CLlr Hector Sants, CLlr Gina Wessels.

In attendance: Mrs L Coldwell – Clerk.

CLlr Mark Turner, Chiltern Villages Ward – Buckinghamshire Council

1 member of the public

Minute 21/22.35**Apologies for absence**

CLlr Abbot and Buckinghamshire Councillor Zahir Mohammed.

Minute 21/22.36**Disclosure of Pecuniary and Personal Interest in items on the agenda**

None declared.

Minute 21/22.37**To confirm the minutes of the Ordinary Meeting held on 14th July 2021**

The minutes from the meeting held in July were confirmed as a true record and signed by the Chairman.

Minute 21/22.38**To note correspondence received by the Clerk with any actions taken**

Correspondence received from 15th July to 8th September 2021

1. Email re: Parish Charter – forwarded to Cllrs.
2. Email re: BMKALC Annual conference – forwarded to Cllrs.
3. Email invite for Transport and highways Community Board sub-committee – forwarded to Cllrs.
4. Community Board Action Group meeting dates – forwarded to Cllrs.
5. Parish Forum slides – forwarded to Cllrs.
6. Countryside Voices magazine – for info.
7. Minutes for South West Chilterns Community Board July meeting – forwarded to Cllrs.
8. Notes from Economic Recovery and Regeneration Action Group Meeting – forwarded to Cllrs.
9. Email re: On Street Residential Parking Project - Liston Road Carpark, Marlow – forwarded to Cllrs.
10. SWCCB – Transport and Highways Action Group meeting notes – forwarded to Cllrs.
11. SWCCB – Environment and Climate Change Action Group meeting notes – forwarded to Cllrs.
12. SWCCB - Community Engagement Action Group meeting notes – forwarded to Cllrs.
13. Community Board Action Group meeting dates – forwarded to Cllrs.
14. New Code of Conduct adopted by Buckinghamshire Council – forwarded to Cllrs.
15. WDALC agenda – for information.
16. BMKALC newsletter July/August – forwarded to Cllrs.
17. Planning guidance from BMKALC – forwarded to Cllrs.
18. Email re: Buckinghamshire Council launches licensing policy consultation – forwarded to Cllrs.
19. Open Spaces Society AGM details – forwarded to Cllrs.
20. LCR magazine – for info.
21. CPRE magazine – for info.
22. Response from resident re: loud septic tank – forwarded to Cllrs.
23. Clerks and Councils Direct magazine – for info.

- 24. Response from candidate re: co-option – for info.
- 25. The Clerk magazine – for info.
- 26. The Chiltern Society magazine – for info.
- 27. The Electoral Commission Buckinghamshire Council Size Consultation – email forwarded to Cllrs.

Minute 21/22.39

To report on matters arising from the minutes not on the agenda – for information

- Clerk has not as of yet received a response from the Oxford Diocese about the land at Turville Glebe. This has been chased.
- A meeting with the Streetworks Inspector, Cllr Nuttgens and the contractor who undergrounded the cables was arranged but the contractor failed to show. A new date has not yet been confirmed. Clerk to contact TfB to ask for an update. **Action:Clerk**
- Planning Enforcement confirmed that the shepherds hut at the Old Vicarage does not need planning permission. The landowner has said that they will look to see if it is possible to move it further out of sight.
- A new website is still being investigated. **Action:Clerk**
- Cllr Sants has been added as a signatory to the bank account.

Minute 21/22.40

Public question and answer session

A member of the public attended to discuss the latest news of works at the pond in Northend. She confirmed that £100 would still be needed, and the rest of the pond CIL reserve could be released back to the main CIL reserves.

Minute 21/22.41

Reports to be received if any

- None.

Minute 21/22.42

Items to note

- Clerk has reported various potholes around the parish to Transport for Bucks via [Fix My Street](#) which is an online service that anyone can use.
- PKF Littlejohn have signed off the external audit with no matters needing attention drawing to.
- Cllr Nuttgens will speak at the Planning Committee against planning application 21/06407/FUL – Litmore Shaw, Grays Lane in Ibstone parish, but visible from Turville.

Minute 21/22.43

Superfast Broadband

Cllrs Sants and Turner gave an update regarding fibre to the property broadband, which they have been speaking with BT Openreach about. At this stage, approximately 58 properties in Turville village would benefit. This will hopefully be the first stage of a phased approach and in the future be extended to other areas in the parish, funding dependent. If any householder just outside of this first perimeter wishes to join, it may be possible for them to be added on if they can self-fund the extra work – BT Openreach will need to confirm.

- i) An agreement in principle to proceeding with Phase 1 of the project that would see FTTP for approximately 58 addresses in the village of Turville. This would be at a cost of £79596 inclusive of VAT and would be wholly funded by vouchers requested by residents from the Government. Each residence can claim a voucher for £1500, and a business for £3500. BT Openreach will need to check with [DCMS](#) that funding is available. **Resolved to agree.** Any internet provider could be used that has BT infrastructure.
- ii) If in agreement with i), the PC to consider how to approach the residents in question to confirm that they would be happy to work with the project and apply for vouchers

as necessary. **Resolved** to door knock residents on the list, Cllr Sants will carry out.

- iii) Assuming that there is sufficient support from residents for the project, the Parish Council is an acceptable body to sign the contract, so the creation of another legal entity is not needed.

Clerk advised that other local parish councils have obtained quotations from alternative broadband providers, which have been cheaper and with less financial responsibility for the PC. A discussion ensued about how due to the differing demographics and size of Lane End parish vs Turville this would not be a viable solution and the need to proceed quickly before the possibility of the grant ends.

Action: Cllr Sants/Clerk

Minute 21/22.44

CIL Money received by the PC

The Community Infrastructure Levy money currently stands at £2440.83. £1417.95 remains in the earmarked funding for the pond project in Northend. A Northend resident confirmed at this meeting that only £100 will now be needed, meaning the extra funds can be released back to the CIL reserve with Councillor agreement. **Resolved.**

There are restrictions as to what CIL money can be spent on, namely infrastructure needs in the parish. CIL money must be spent within 5 years, the first amount was passed to TPC in 2015/2016 financial year. If there is a plan for what the money will be spent on, it will not need returning. CIL money will be used to fund new noticeboards, being discussed later in this meeting.

Minute 21/22.45

Planning

- a) **Buckinghamshire Council decisions made since previous meeting – noted:**

20/05392/FUL – The Old Vicarage Turville Valley Road Turville – Change of use for temporary siting of mobile home on residential amenity land during repair and alteration works to residential property (retrospective) – **Application Withdrawn**

21/06762/FUL – The Old Vicarage & Old Rectory Cottage Turville Valley Road Turville – Householder application for construction of replacement entrance gates – **Application Permitted**

21/06763/LBC – The Old Vicarage & Old Rectory Cottage Turville Valley Road Turville – Listed Building application for construction of replacement entrance gates – **Application Permitted**

21/06843/ADRC – Dolesden Farm Dolesden Lane Turville Heath – Application for approval of details subject to Condition 5 (Tree Protection / Arboricultural Method Statement) of planning ref: 20/06028/FUL – **Permit - detail Reserved by Condition (PC not consulted)**

21/06633/FUL – The Old Vicarage & St Mary's Church Turville Valley Road Turville – Erection of new metal railings and timber gate to western boundary of churchyard together with railing reinstatement work to churchyard northern boundary and insertion of gate and piers to north of the Old Vicarage – **Application Permitted**

21/06634/LBC – The Old Vicarage & St Mary's Church Turville Valley Road Turville – Listed building application for erection of new metal railings and timber gate to western boundary of churchyard together with railing reinstatement work to churchyard northern boundary and insertion of gate and piers to north of the Old Vicarage – **Application Permitted**

21/07393/CTREE - Turville Heath House Turville Heath – Fell to ground level x 2 Ash (T1 & T2), reduce to approximately 4 - 5m x 1 Hawthorn (T3), tip-reduce by up to approximately 2m x 1 Tulip (T4), crown lift to achieve approximately 2m vertical clearance x 2 Yew (T5 & T6) and tip-reduce by approximately 1m x 1 Yew (T6) – **Not to Make a Tree Preservation Order**

21/06729/CTREE – The Old Vicarage Turville Valley Road Turville – Lateral prune of the crown canopy to leave approximately a crown height of 6m and radial spread of 3m all around x 1 Yew tree – **Not to make a Tree Preservation Order**

b) Applications awaiting decision by Buckinghamshire Council – noted:

20/07697/FUL – Turville Manor Ibstone Road Ibstone – Householder application for construction of single storey link between main dwelling and ancillary accommodation with associated alterations including demolition and rebuilding of existing courtyard garden wall – this is in Ibstone parish but visible from Turville parish (PC not consulted)

20/08256/FUL – Blundells Farm Northend Road Northend – Application for construction of new secure store to accommodate tractor and implements

20/08286/FUL and **20/08287/LBC** – **Turville Heath House Turville Heath** – Householder and Listed building consent for removal of non-historic stud walls for the creation of a new bathroom at first floor level, creation of new structural opening between the first-floor master bedroom and adjacent room to create a master dressing room, alteration of existing stud walls around stairs into master dressing room to increase usable space, creation of new opening in the external facade for an extractor fan to ventilate kitchen at ground floor level, creation of new structural opening between the ground floor dining room and the ground floor kitchen and replacement of existing single glazed external windows with double glazed timber framed external windows

21/07105/FUL – Wisteria Cottage Turville Valley Road Turville – Householder application for removal of modern extension, replacement of side door and window with french windows, lowering the cill of kitchen window, removal of Lleyandii hedge and replace with flint and brick wall, removal of shed and replacement with timber LPG housing and opening up of existing fireplace in living room

21/07106/LBC – Wisteria Cottage Turville Valley Road Turville – Listed building application for removal of modern extension, replacement of side door and window with french windows, lowering the cill of kitchen window, removal of Lleyandii hedge and replace with flint and brick wall, removal of shed and replacement with timber LPG housing and opening up of existing fireplace in living room

21/07192/FUL – Northend Cottage Northend Road Northend – Householder application for construction of front porch and single storey side extensions

21/07258/FUL - Northend House Northend Road Northend – Householder application for construction of single storey detached rear storage outbuilding

c) New applications to be considered by the PC with comments submitted to Buckinghamshire Council planning portal:

21/07220/VCDN – Vine Lodge Northend Road Northend – Variation of condition 6 (plans) attached to 19/06577/MINAMD (Proposed non-material amendment to permission for application for demolition of conservatory and construction of two storey side/rear extension/annexe comprising of 2 bedrooms and living accommodation ancillary to main dwelling granted under householder planning ref: 19/05909/FUL) to allow for the works to be carried out in accordance with drawings VLEL 03 and VLEL 04 – **the parish council object to this application. The flint work that has been used are not traditional flints inkeeping with Northend Conservation Area and as**

recommended by the Chilterns Conservation Board Design guide and were also not what were permitted as a condition in the original planning permission. If permitted this would set a worrying precedent that would damage the character of the AONB and Conservation Area that is so central to the Chilterns. The Ward Councillor has requested for the application to be decided at Planning Committee should the Officer be minded to approve.

21/07436/CTREE – Vine Lodge Northend Road Northend – Remove lower growth to raise crown to around 4.5 metres, tip reduce the mid crown lateral growth extended towards the house by 1-2 metres and crown thin by around 15% x 1 Hornbeam (T1), remove x 1 Holly, x 1 Yew & x 1 Hawthorn (G2), x 1 Cypress (T3), x 2 Plum (T5), x 1 Plum, x 1 Elder (G6) and crown thin by up to 15% and remove lower growth to raise crown to around 3 metres x 1 Maple (T4) – **no objection.**

21/07258/FUL – Northend House Northend Road Northend – Householder application for construction of single storey detached rear storage outbuilding – **no comments to be made.**

Minute 21/22.46

To discuss the car parking survey in Turville

Previously the Parish Council resolved to carry out a parking survey regarding parking in the centre of Turville village. Since the easing of Covid-19 restrictions, some people feel that parking is no longer as big an issue and this is unnecessary. PC to discuss the following options:

- i) Continue with the parking survey as originally agreed
- ii) Continue with the survey but remove “no parking” as an option – leaving suggestions as “limited waiting time” around the village green or “no change”
- iii) Resolve to rescind the previous resolution and do nothing further about parking in the centre of Turville village
- iv) Any other appropriate suggestion by Members

It was **resolved** that this item be postponed until next meeting when there all 5 councillors will be available to discuss.

Action:Clerk

Minute 21/22.47

To consider co-opting a new member to the Parish Council

Various co-option forms have been sent out to interested parties, with one returned to the Clerk. All in agreement to co-opt Dr Sophie Chambers for the vacancy.

Action:Clerk

Minute 21/22.48

To consider purchasing new noticeboards for Southend and Turville to replace the existing broken ones

Cllr Nuttgens obtained a quotation from a contractor for building and erecting 2 new noticeboards, along with the removal and disposal of the existing ones for £865 each. It was **resolved** with all in agreement to proceed with the quotation. This contractor will provide quotations for fixing the 3 bus shelters in the parish.

Action:Clerk

Minute 21/22.49

To discuss the parish charter from Buckinghamshire Council and any comments to be submitted

Buckinghamshire Council alongside BMKALC have formed a Parish Charter to provide an effective working relationship. No comments to be made at this time.

Minute 21/22.50**To adopt a new Code of Conduct in line with Buckinghamshire Council**

Buckinghamshire Council have ratified a new Code of Conduct, BMKALC advise that parish councils also adopt this as should any complaints be passed to the Monitoring Officer, it makes it easier to investigate any breaches of the CoC. It was **resolved** to adopt the Code of Conduct, Clerk to update the website.

Action:Clerk**Minute 21/22.51****To discuss the Buckinghamshire Council licensing policy consultation and any comments to be made**

Buckinghamshire Council have produced a new draft licensing Policy, which explains their approach to making decisions about licences. This Policy is important for businesses such as pubs, shops, restaurants and nightclubs but also for members of the wider community such as residents, community groups and responsible authorities who may be impacted by, or have an interest in, licensing decisions. The [survey and further information can be found here.](#) Clerk to complete the survey, it would be very helpful for Parish Councils to be given the opportunity to comment on licensing applications and TENS, or in the very least informed of them so that information can be relayed to residents in the parish.

Action:Clerk**Minute 21/22.52****Finance**

Copies of the accounts have been circulated to the Councillors for reading prior to the meeting.

a) Balances:

Opening Balance 01/07/2021	14828.49
Less July payments	(323.29)
Balance 01/08/2021	14505.20
Less August payments – salary via S/O	(257.29)
Closing Balance 31/08/2021	14247.91

b) Reserves:

CIL restricted reserve	2440.83
CIL – currently committed for Northend pond as of 08/09/21	(100.00)
CIL restricted reserve less Northend pond	2340.83
Unrestricted Reserves	11807.08
Total reserves as of 31/08/2021	14247.91

c) To confirm the following payments:

Lorna Coldwell – salary September – paid via Standing Order	257.29
Buckinghamshire Council – uncontested election fees	72.66
WDALC – annual subs	10.00
PKF Littlejohn – external audit fees	240.00
Lorna Coldwell – expenses May/Jun/Jul/Aug	159.29
Ms K Legg – internal audit fee	35.00
Northend Village hall – hire	20.00
Total:	794.24

Minute 21/22.53**To confirm the date for the next meeting as:**

Wednesday 10th November – Turville Church. The meeting was closed at 20.50.

The Chair Date