

**UNCONFIRMED**  
**MINUTES OF THE TURVILLE PARISH COUNCIL MEETING**  
**Held on Wednesday 11<sup>th</sup> July 2018 at 7.30pm at the Village Hall, Northend**

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**PRESENT:**

Cllr Alice Nuttgens – Chair, Cllr Ray Jones, Cllr Hector Sants

In attendance: Mrs L Coldwell – Clerk

1 members of the public

**18/19.26 Apologies for absence:**

Cllrs Wels and Abbot. Apologies accepted.

**18/19.27 Disclosure of Pecuniary and Personal Interest in items on the agenda:**

Cllr Nuttgens declared a personal interest in agenda item 16, outbuilding at Turville Heath Farm.

**18/19.28 To confirm the minutes of the, the Annual Parish Meeting, Annual Parish Council meeting and Ordinary Meeting held on 9<sup>th</sup> May 2018:**

The minutes of the 3 meetings held in May were confirmed as a true record and signed by the Chair.

**18/19.29 To note correspondence received by the Clerk with any actions taken from 10<sup>th</sup> May to 11<sup>th</sup> July 2018:**

1. Correspondence from WDC Rural Forum – forwarded to Cllrs.
2. CPRE renewal form – to be discussed at the meeting.
3. Information from BCC about mobile library services – forwarded to Cllrs.
4. Information - Protocol for marking the death of the Sovereign/senior members of the Royal Family – forwarded to Cllrs.
5. CPRE magazine – brought to the meeting for Cllrs to see.
6. Invitation to Parishes: Explore online transport resources from Bucks County Council – forwarded to Cllrs.
7. Local Plan Examination hearing timetable and matters, issues and questions email from WDC – forwarded to Cllrs.
8. Courses from BMKALC – forwarded to Cllrs.
9. Open Space magazine – brought to the meeting for Cllrs to see.
10. Invite to TfB conference – forwarded to Cllrs.
11. Memorandum of Understanding about traveller encampments – forwarded to Cllrs.
12. GDPR training session run by BMKALC – forwarded to Cllrs.
13. Clerks and Councils Direct magazine – brought to the meeting for Cllrs to see.

**18/19.30 To report on matters arising from the minutes not on the agenda – for information:**

- Action:Clerk
- Clerk is waiting for confirmation from the Parish Councillors before ordering the parish leaflet to be printed, now that all contact information is up to date. All in agreement, Clerk to organise.
  - Cllr Abbot has been added to the bank account as a signatory.
  - Leaflet holders have been erected in the telephone box in Turville village, and the bus shelters at Northend and Turville Heath, for local businesses to place their leaflets in. Clerk has alerted the Hambleden Valley Business Network who plan to leave leaflets.
  - Clerk is looking into a stone plaque in recognition of Cllr Drage's service to the parish council.
  - Clerk reported blocked gullies to Transport for Bucks who attended.
  - No decision has yet been made by the Secretary of State regarding the proposed unitary authority in Buckinghamshire.
  - The external audit was sent to PKF Littlejohn but has not as of yet been returned.

**18/19.31 Public question and answer session:**

None.

**18/19.32 Reports to be Received if any:**Transport for Bucks Stakeholder Conference

- Updates were given for the works carried out since the last conference, after listening to the opinions given by the attending parish and town councils. It was a very long and hard winter for TfB. Championed the use of Fix my Street for reporting any road defects. BCC are still rated 29/31 out of county councils in a satisfaction survey carried out by NHT.

Clerks Meeting at WDC

- BMKALC are offering a bespoke 2 hour training session for parish councils on GDPR. Further information from WDC about GDPR legislation and what parish council websites should have. Update about the Local Plan, and also Modernising Local Government – which is that there is no current update! They are expecting elections to be held in 2019 as planned.

**Any other Meetings as Appropriate**SLCC Branch Meeting

- Updates on branch information and details of bursaries available for training purposes.

Wycombe District Rural Farm Walk

- Cllr Jones attended the Rural Farm Walk which was a very interesting and informative meeting at an equestrian rest and rehabilitation centre.

LAF Meeting

- The last meeting was held at the beginning of June – request for applications for local transport projects to be submitted by the end of August 2018.

**18/19.33 Items to note:**

Action:Clerk

- Clerk would like to attend a training session on Budget Setting for Parish Councils at a cost of £38.32 in September. There is available money in the training line of the budget to fund this. All in agreement, Clerk to organise.

Action:Clerk

- Hambleden Valley Business Network have asked for a donation of £50 towards the next print run of their leaflets – future agenda item.

**18/19.34 Superfast Broadband:**

An update to be provided if available from Cllr Sants or any other Councillor as appropriate to include an update about the work of the Turville Broadband Action Group. The website <http://www.tb-ag.org/> gives updates to anyone interested. Cllr Sants provided an update, contact has been made with a senior executive at BT Openreach who is being very helpful and provided TB-AG with an up to date installation programme for Turville Heath exchange area, although this still doesn't accord with TB-AG's understanding of the situation for a selection of postcodes. Clerk to provide Cllr Sants with the number of properties in some postcodes. It is very positive having a helpful line of communication with BT Openreach now. Some residents who have had issues where broadband speeds have not been as advertised have found that technical assistance has corrected the issue, but TB-AG are keen to hear from anyone who is having problems.

Consideration was given to look to take action to improve mobile coverage in the area – the initial step would be to obtain copies of previous surveys and correspondence that have been carried out and seek to make an assessment if there is a sensible course of action to take that would improve mobile coverage in the parish.

**18/19.35 Planning:**

- WDC decisions made since previous meeting:

**18/05696/FUL** – The White Hart Inn Northend Road Northend – Householder application for demolition of existing lean-to rear extension, construction of single storey side and rear extensions, renovation to existing roof including new enlarged dormer window to rear and associated external alterations (alternative scheme to pp 16/07307/FUL) - **Application Permitted**

**18/05990/FUL** – Summer Cottage Drovers Lane Turville Heath – householder application for removal of single storey front porch and alterations to window openings to the rear. Minor alterations to the layout, external cladding and openings of annex. Siting of a shepherd's hut in rear garden – **Application Permitted**

**18/05991/LBC** – Summer Cottage Drovers Lane Turville Heath – Listed Building Consent for removal of a non-original single storey front porch, minor alterations to the layouts at ground and first floor including the removal of a non original chimney breast at ground floor, alterations to non-original window openings to the rear. Minor alterations to the internal layout, external cladding and openings of annex. Siting of a shepherd's hut in rear garden – **Application Permitted**

**18/06335/CTR** – Flint Cottage 7 - 8 Southend Common Southend – Fell 1 x Willow - **Not to make a Tree Preservation Order**

b. Applications awaiting decision by WDC:

**18/05877/FUL** – Swains Northend Road Northend – Householder application for construction of extensions and alterations to existing dwelling to include remodelling the exterior and alterations to detached garage – **PC commented no objection**

**18/06423/FUL** – Overdale Northend Road Northend – Householder application for erection of detached ancillary single storey outbuilding for use as home office/studio – PC commented no objection between meetings – **PC commented no objection between meetings**

c. New applications to be considered by the PC:

None at this time for Turville parish.

The following application is in Hambleden parish but very close to the Turville boundary. Turville PC have not been asked to comment as a consultee, but can still submit comments.

**18/06415/FUL** – Murrage Farm Fingest Road Fingest – Demolition of an existing house and garage/store and erection of two storey 4-bed detached dwelling with detached double garage – **no objection**

**18/19.36** **CIL Money received by the PC:**

The Community Infrastructure Levy money currently stands at £3372.79. £2000 is earmarked for funding the pond project in Northend. Other CIL money has been used for fixing the benches at Churchfield Wood and Southend Bridleway. PC to discuss if any other projects have been identified to spend CIL funds on. There are restrictions as to what CIL money can be spent on, namely infrastructure needs in the parish.

Cllr Nuttgens has been approached by a resident about using the money towards a memorial bench for residents in Turville to be placed in the churchyard. Clerk has approached the Church about this, who planned to discuss it at their meeting in June. The June meeting was unfortunately postponed, with no new date set. Clerk has been advised that if a bench were approved by the PCC it would likely be a long process as there would need to be a consultation with the villagers and higher bodies within the church. An update to this suggestion will be provided when the Church have discussed the proposal.

Action:Clerk At the recent TB-AG meeting, CIL money was raised regarding mobile reception in the parish. In principle could CIL funds could be used to fund any further surveys about better mobile coverage in the parish, following the review of existing materials. Clerk has asked for clarification from WDC on if CIL money can be used for this.

Further discussion on this item deferred to September meeting where there will be more parish councillors available.

**18/19.37** **The PC to discuss Northend Pond and ways to raise money for funding the works that need to be carried out.** The PC have allocated £2000 of CIL money to help fund works at the pond project. At the May parish council meeting, a Northend resident attended to discuss the renewed vigour for the project. Item deferred until next meeting where more Councillors will be in attendance and hopefully an update can be provided.

**18/19.38 The PC to discuss stiles in the parish.** Money was donated to the Chiltern Society Action:Clerk Donate-a-Gate scheme in October 2016 to replace 4 stiles with gates, 3 of these have already been carried out. Since the agenda was issued, Bucks County Council have confirmed that the 4<sup>th</sup> stile location on TUV 14/1 by Dolesden Lane has been agreed by the landowner and will be replaced with a wooden gate. This leaves 1 stile to be replaced with a gate via the funding from the District Councillors ward budget, the shortfall being provided by the PC. Bucks County Council proposed 2 locations, the first on TUV 27/2 and the second on HAM 44/1, which is in Hambleden parish but very close to Southend. Cllr Sants proposed replacing the stile on TUV 4, on Holloway Lane as this is very difficult to navigate with a dog. All in agreement, Clerk to speak with BCC and ask them to approach the landowner.

**18/19.39 The PC to discuss upkeep and maintenance of the churchyard.** The Church pays for this themselves, however residents have complained to the PC that the works carried out are the bare minimum with many graves are covered in weeds and overhanging trees. A representative from the Church attended to explain that the graves are the responsibility of the families to maintain, not the Church. Strimming and mowing in the churchyard is carried out on a regular schedule by R J Symes & Son. 2 or 3 times a year the hedges are cut back, this is due to happen in the next 2-3 weeks. Overhanging trees are assessed by a tree surgeon with recommendations given, any works must then be given permission from Wycombe District Council. Any more maintenance than this has to come from volunteers, as the Church have very limited funding to pay for the existing works and do what they can with the money that is available. The Church has a small congregation and cannot expect volunteers to always carry out this type of work. Cllr Sants to speak with the Rector about the current contractor and works schedule. Reverend Morton and a local resident have organised a "tidy up" party on 21<sup>st</sup> July, where a number of people have come forward to join, item to be revisited in September if necessary.

**18/19.40 The PC to discuss whether Turville Parish Council wish to be part of a "needs assessment" likely funded by Wycombe District Council for a multi parish affordable rural housing scheme which has been proposed by District Councillor Whitehead.** Cllr Nuttgens attended a meeting in May to discuss the prospect with representatives from WDC, the National Trust, Medmenham, Fawley and Hambleden Parish Councils. WDC have advised that there is a minimum of £1000 to be spent on a needs assessment, which could increase depending on how many parishes are involved. All in agreement that more information is needed, Clerk to invite District Councillor Whitehead to the next meeting to discuss the proposal further.

**18/19.41 The PC to discuss the new outbuilding that has been erected at Turville Heath Farm.** A new outbuilding has been built in the curtilage of the garden, which may be lawful under permitted development rights. PC to discuss if any action is necessary. This item has been deferred until the next meeting as the parish council is not quorate with only 2 councillors present able to discuss.

**18/19.42 Finance:**

- The accounts including bank statements were available for Councillors to inspect.
- a) To consider and confirm if agreed the renewal of CPRE membership at a cost of £36.00 – **all in agreement, proposed by Cllr Jones and seconded by Cllr Nuttgens.**
  - b) To consider a donation to the Open Spaces Society following a request – **all in agreement for a donation of £25 to be made, proposed by Cllr Nuttgens and seconded by Cllrs Jones.**
  - c) To add Cllr Sants as a signatory to the bank account – paperwork to be completed and sent to Lloyds Bank – **paperwork signed by existing signatories and given to Cllr Sants to complete and take to Lloyds Bank.**

d) Bank balances:

Opening Balance 01/05/18	8494.53
WDC Income – precept	2750.00
WDC Income – CTSG	47.90
WDC Income – Ward Bursary	233.00
Less May payments	(1101.54)
Opening Balance 01/06/18	10423.89
Less June payments – salary via S/O	(257.29)
Closing Balance 30/06/18	10166.60

e) Reserves:

CIL restricted reserve	3372.79
(CIL – committed for Northend pond	2000.00)
CIL restricted reserve less Northend pond	1372.79
<b>Unrestricted reserve</b>	<b>6793.81</b>
Total reserves as of 30/06/18	10166.60

f) To approve and sign the following payments:

Lorna Coldwell – June salary – paid via Standing Order	257.29
Lorna Coldwell – July salary – paid via Standing Order	257.29
Lorna Coldwell – expenses and mileage May/June	56.57
Northend Village Hall – hire 11/07/18	20.00
BALC – annual subs	59.00
CPRE – annual subs	36.00
Open Spaces Society – donation	25.00
<b>Total:</b>	<b>711.15</b>

All in agreement to approve above cheques.

**18/19.43 Date of Next Meeting**

Wednesday 12<sup>th</sup> September – the Village Hall, Northend.  
The meeting was closed at 20.24.

The Chair ..... Date .....