

## **Minutes of Annual BUCKLAND PARISH COUNCIL meeting**

held on 10<sup>th</sup> May 2022  
at Buckland Village Hall  
commencing 7.00 pm

### **Attending:-**

Cllr Mrs C Paternoster

Cllr Mr N Hayward (Chair)

Cllr Mrs F Livingston

Cllr Mr J Sainsbury

Cllr Mrs S Gillingham

Clerk: Mrs F Richardson

No members of the public

The outgoing Chairman, Cllr N Hayward opened the meeting.

### **22.087 Election of Chairman**

Cllr N Hayward was nominated and seconded. Cllr Hayward agreed to accept the nomination. A vote was taken and Cllr N Hayward took the Chair.

### **22.088 Election of Vice Chairman**

Cllr S Gillingham was nominated and seconded. Cllr S Gillingham agreed to accept the nomination. A vote was taken, and Cllr S Gillingham was appointed Vice Chairman.

### **22.089 Allocation of responsibility for, or representation on:-**

- a.Planning (including neighbourhood plan) Cllr C Paternoster
- b.Footpaths, bridleways, rights of way Cllr F Livingston
- c.Primrose Copse Cllr F Livingston, Cllr S Gillingham, Cllr J Sainsbury
- d.Wendover Arm Trust –No longer required
- e.Remembrance Sunday – Cllr N Hayward
- f.Roads, ditches and drains -All
- g.Community board – Cllr C Paternoster
- h.Burial ground - Cllr N Hayward
- I.BOST – Cllr C Paternoster and Cllr N Hayward
- j.Lower Buckland –Cllr S Gillingham
- K.Finance – Cllr J Sainsbury

### **22.090 Apologies**

All Members were present

### **22.091 Declarations of interest**

No members declared any interests.

### **22.092 Open Forum**

No members of the public had applied to be present at the meeting

## **22.093 Minutes**

The draft minutes of the 11<sup>th</sup> April, 2022, Parish Council Meeting were agreed.

## **22.094 Clerk's Report**

The Clerk updated Cllrs on the progress of the Microsoft 365 Migration. The Cllrs agreed to set up a NEST pension for the clerk with the clerk contributing a minimum of 5% and the Council contributing a minimum of 3%, the Finance committee will meet shortly to discuss the rate of interest the council will pay.

Action: Cllrs to decide on pension contributions for the Clerk.

## **22.095 Finance**

Payments and bank balances were approved

A review of standing orders and Financial Regulations as seen took place, the documents in principle were approved and seconded but they will be updated further following a review by the Council.

Transfer of bank account from Lloyds to Metrobank was approved and seconded. The Clerk was requested to close the Lloyds account once funds are transferred, and limits and three-person authorisation will be set up for the Metrobank account to minimise risk.

Members considered and were satisfied with the effectiveness of internal control that has been in place during the year under review

Members resolved to approve the Annual Governance Statement

Members considered the Accounting Statements for 2021/22

Members approved the Accounting Statements for 2021/22

The Chairman, who was presiding, agreed to sign the paperwork and the Accounting statements for 2021/22

Action: Financial regs and standing orders to be reviewed and refreshed. Bank Mandate to be agreed and signed by current signatories to set up signatory approval process and limits.

## **22.096 Planning Applications/Matters**

Planning Application 22/01239/APP was discussed, and the following response was approved and seconded.

The site is within the Buckland Conservation Area.

The garage stands adjacent to the road on rising ground at the end of Peggs Lane and is very prominent in the street scene. The current garage is single storey with a low hipped roof and is subservient to the main dwelling. The proposal will increase the height, size and massing of the building which will make it very prominent in the street scene and it will dominate the main dwelling. This effect is increased by the fact that the large rear dormer leads directly off the ridgeline.

This application should be refused for the following reasons:

It fails to preserve or enhance the Conservation Area, and has a significant negative impact on two listed buildings, The Old Duke's Head and Pegg House, contrary to policy BP1 of the Buckland Neighbourhood Plan, contrary to the Buckland Conservation Area document, which lists Peggs Cottage, 2 Peggs Lane, and its neighbouring semi-detached property as a local heritage asset in their own right, and contrary to VALP policy BE1, heritage assets.

It fails to maintain the integrity of the street scene by its dominance of Peggs Lane, contrary to Buckland Neighbourhood Plan policy BP1.

It is contrary to the local distinctiveness of the area and dominates, instead of being subservient to, the main dwelling, contrary to Buckland Neighbourhood Plan policies BP3 and BP5, and VALP policy BE2, design.

Action: Clerk to log objection

### **22.097 Neighbourhood Plan**

1: The examiner procedural letter and questions were discussed, and a response agreed and seconded.

2: A discussion took place about future community involvement in the referendum and it was agreed that a display will be created for the Jubilee event to promote the neighbourhood plan. Information will also be put on the website and in a village life article.

Action: Clerk to submit response and publish statement and plan.

### **22.098 Policies and Procedures**

The risk register was approved, it will be refreshed during this year.

The asset register was reviewed without comments.

Action: Clerk and Cllr J Sainsbury to review and refresh risk register and asset register.

### **22.099 Consultations**

To agree Parish Council's response to any consultations

The Cllrs discussed their response to the NALC consultation

Action: Clerk to submit response to NALC

### **22.100 Roads and Transportation**

At long last the siding out has been completed on the pavement on Lower Icknield Way. No work had been done to the pavement on Tring Hill. Continue to log any issues with Fix my street.

ACTION: clerk to thank Lewis Minney for the work done on Lower Icknield Way and to ask when the work will be carried out on Tring Hill.

### **22.101 Maintenance of Land Holdings**

To receive reports and agree any actions relating to the Parish Council's Land Holdings:

a: Burial Ground, the clearance of site for cremated remains in churchyard has been completed. The signs to direct walkers away from burial plots have been produced are ready for fitting.

b. Lower Buckland. Wildflower seeds have been delivered however the ground is currently too dry and so they will be scattered after it has rained.

Cllrs discussed options for a water supply for the Community Orchard. Options being investigated include, bowser, well, tapping into an existing water supply or having a new water supply fed from College Road mains supply.

c. Grass keep Copse and Allotments, grazing licence review

Action: Cllr J Sainsbury to fit signs. Cllr N Hayward to notify Rev Bottomer about the signs and agree where they should be placed in the churchyard. Cllr F Livingston, Cllr S Gillingham and the Clerk to continue to investigate options. Clerk to locate grazing licence terms for 2022/2023

### **22.102 Footpaths and Environment**

a. A damage stile has been reported code ACL/3/2ACL/713, ACL/714

Action: Cllr F Livingston to reconfirm with Rights of Way. It is believed this is the responsibility of the landowner in this case now Arla, and therefore Lewis Minney would need to write to them in this regard.

### **22.103 Website, Social Media and Communications**

A report was provided by the clerk about communications which have been placed on and offline on behalf of Buckland Parish Council.

### **22.104 Arla/Olleco**

a. The smells are ongoing. Bank holiday Monday was particularly bad.

Action: Each incident needs to be reported. Clerk to put information on the Buckland Parish Website on how to report smells.

### **22.105 Parish Council Office**

Work to improve the efficiency of the office is ongoing.

### **22.106 Platinum Jubilee Celebrations**

a. It was agreed that Cllr N Hayward and Cllr J Sainsbury will organise the event

b. The grant application is currently being reviewed by the Wendover Community Board

### **22.107 Matters of Report**

No Matters of Report

**22.108 Correspondence and circulars**

No discussion took place.

**22.109 Date of next Parish Council Meeting 13<sup>th</sup> June 2022** at 7.00pm in Buckland Village Hall.

**22.110 Confidential Item:**

**Grass Keep, Primrose Copse and Allotment**

Meeting closed at: 9.00pm

Chairman: \_\_\_\_\_ Date: