

Great and Little Hampden Parish Council: Clerk to the Council – Nick Baxter

Minutes of the Annual Meeting of the Parish Council on Monday 28 October 2024

The meeting took place at the Memorial Hall, Memorial Road, Great Hampden.

Present: Councillor Smith (Chair)
Councillor K Butler (Vice Chair)
Councillor C Aston
Councillor H Stanley
Councillor C Page

Apologies: None

Attendance: Mr N Baxter – Clerk and Responsible Financial Officer

Members of the public: David Carroll Buckinghamshire Council

Members of the press: None

MINUTES

Chair commenced the meeting by congratulating the Clerk on being presented with the King's Coronation Medal.

24/0056: Formalities

- a) To NOTE apologies for absence
 - There were no apologies.
 - The Clerk confirmed the Council was quorate.

- b) To RECEIVE declarations of interest in items on the agenda (*In accordance with the Local Code of Conduct to receive any declarations of disclosable pecuniary or non-pecuniary interests and to consider and grant any dispensation requests*)
 - No declarations were made.

- c) Members of the public and press are invited to address the Council.
 - David Carroll (Buckinghamshire Councillor). Councillor Carroll ['DC'] addressed the Council. DC spoke about the challenges facing Parish Councils and thanked the Councillors for the work they do. DC advised that the Government was to introduce change in the planning process and highlighted the possibility of 100,000 additional houses being built in Buckinghamshire the next 20 years, including 10,000 new homes

Initial

being allocated to a new town. DC added that Buckinghamshire Council have spent £5m on roads in the last year.

24/0057: Minutes

- a) To APPROVE the Minutes of the Meeting held on 16 September 2024
 - The minutes were unanimously APPROVED. The meeting Chair will sign the minutes when the draft watermark is amended.

24/0058: Finance

- a) To CONSIDER and APPROVE the financial pack and bank reconciliation
 - The finance pack, together with the bank reconciliation and 'earmarked' funds analysis was unanimously APPROVED.
- b) To CONSIDER and APPROVE the regular monthly payments made, and the payments to be made.
 - The following payments made since the last meeting, details of which had previously been circulated to Councillors, were unanimously RATIFIED, and those not yet paid were unanimously APPROVED.

October 2024 finance report: payments made and to be made

List of direct debit payments made since the last meeting (16 September 2024 - to be verified on 28 October 2024)

Invoice Date	Payment to	Amount/Description	Administration
29 Sept 2024	BT	Broadband	£48.59

Payments approved on 16 September 2024 (now paid)

Invoice Date	Payment to	Amount/Description	Online set up	Administration
		NONE		

List of payments made since the last meeting (16 September 2024 - to be verified on 28 October 2024)

Invoice Date/Due date	Payment to	Amount/Description	Online set up	Administration

Initial

13 October 2024	Nick Higgins	£225.00 (grass cutting August 2025 – 3 cuts @ £75.00)	13 October 2024	13 Oct 2024 – H Stanley 14 Oct 2024 – K Butler

Payments to be approved on 28 October 2024

Invoice Date	Payment to	Amount/Description	Online set up	Administration
		NONE		

Known forward payments (not including DDs to be approved on (28 October 2024))

Invoice Date	Payment to	Amount/Description	Online set up	Administration
Nov 2024	SLCC	£450.00 CiLCA examination fees Minute reference 24/0021 (g)	n/a	n/a

- c) To CONSIDER and APPROVE the final Little Hampden defibrillator costs
 - The paper produced by the Clerk¹ was considered and the recommended purchase was unanimously APPROVED.
- d) To CONSIDER and APPROVE a Dropbox alternative
 - The paper produced by the Clerk² was considered and the Dropbox alternative was unanimously APPROVED.

24/0059: Planning

- a) To CONSIDER for response any planning applications since the previous meeting and CONFIRM the response:
 - 24/07335/FUL - Householder application for construction of single storey detached garage and hardstanding - Yew Tree Cottage Little Hampden Road Little Hampden Buckinghamshire HP16 9PS. It was noted that the no representation had been made directly to the Council. It was unanimously AGREED to make no comment.
 - 24/07338/FUL - Householder application for construction of conservatory/sunroom to the left side of the property - Woodpeckers Little Hampden Road Little Hampden

¹ Lodged on the Parish Council website and attached to these minutes.

² Lodged on the Parish Council website and attached to these minutes.

Buckinghamshire HP16 9PS. It was noted that the no representation had been made directly to the Council. It was unanimously AGREED to make no comment.

- b) To RECEIVE an update on any RECEIVED and/or DECIDED planning applications and appeals:
- 24/06737/FUL - Householder application for construction of single storey rear extension - 3 Old Saw Mill Lane Great Hampden Buckinghamshire HP16 9FA – application refused
 - 24/06935/FUL - Householder application for construction of two storey side extension - 5 Old Saw Mill Lane Great Hampden Buckinghamshire HP16 9FA – application permitted

24/0060: Strategy

- a) To CONSIDER and APPROVE the 2025 meeting dates
- The 2025 meeting dates suggested by the Clerk were considered and unanimously APPROVED subject to the minor amendment of dropping the suggested 17 January and 4 March dates and adding a 17 February meeting. The final 2025 meeting schedule is attached to these minutes.

24/0061: Information update: To receive the following items for information and to CONSIDER items to be added to the next agenda

- a) To RECEIVE an update from the Clerk in respect of the operation of the delegated authority scheme approved at the last meeting
- Delegated authority was not used in period.
- b) To RECEIVE reports from Councillors on items not covered in this agenda
- Councillor Page advised that her conversations with the relevant bodies regarding the possibility of achieving speed reductions in Great Hampden had not been productive or straightforward. In addition, she had been advised that the key people at Buckinghamshire Council “won’t technically speak to Parish Councillors”. Accordingly, she has made little progress.
- c) To RECEIVE an update from the Clerk in respect of items on the Minute Action Tracker
- It was agreed that minute references (22/0058 (b), 24/0021 (h), 24/0029 (b), 24/0034 (c), 24/0054 (d), 24/0022 (b) (2), 24/0034 (c), 24/0030 (g) and 24/0053 (b)) were completed and could be removed from the Minute Action tracker.

- d) To RECEIVE information from the Clerk relating to items of correspondence received since the last meeting that the Clerk feels should be brought to the attention of the Council
 - None

- e) To RECEIVE and NOTE the most recent crime report
 - Little Hampden – a spare tyre stolen from the back of a Land Rover.

- f) To AGREE any items to be added to the next agenda
 - Councillor Butler asked that 'signs around Little Hampden Common' could be added to the next agenda.

24/0062: Next Meeting

- a) To AGREE the date of the next meeting (2 December 2024)

24/0063: Councillor resignation

- At the end of the meeting Councillor Page tendered her resignation. The Chair thanked Councillor Page for her contribution to the Council and her work, in particular, on the pond and speed projects. The Clerk was instructed to deal with the administration and liaise with Buckinghamshire Council in respect of the replacement process.

Signed Date

DRAFT until approved