

**MINUTES OF THE HVRA EXECUTIVE COMMITTEE MEETING  
HELD ON TUESDAY, 1<sup>ST</sup> NOVEMBER 2022**

**UNCONFIRMED MINUTES**

**WELCOME**

Peter Spence welcomed everyone to the meeting and thanked them for attending.

**PRESENT**

|                             |                              |                           |
|-----------------------------|------------------------------|---------------------------|
| Peter Spence (Chairman)     | Andrew Capey (Vice-Chairman) | Paul Woodford (Treasurer) |
| Rosemary Hewitt (Secretary) | Jill Armshaw (HVRA & HPC)    | Peter Cannon              |
| Janet Howe                  | Angus and Janet Idle         | Elaine Merrilees          |
| Jerry Morley                | Brenda Morris                | Nancy Pomfret             |
| Becky Rycroft               |                              |                           |

**ACTION**

1. **APOLOGIES FOR ABSENCE** were received from Cacs Hinds, Julia Grant and Michael Sole.  
**Road Reps who do not attend meetings:** Sam Booth, Paul Jenner and Dave Mynors.  
**Reports, written or verbal, are welcome from all members whether or not they attend meetings**
2. **THE MINUTES OF THE LAST MEETING HELD ON 4 OCTOBER 2022** had been circulated and read. It was proposed by Becky Rycroft and seconded by Jill Armshaw that with the amendment on page 4, last line, "2<sup>nd</sup> November" should be replaced with "1<sup>st</sup> November", they be approved and signed as a true record of the meeting.
3. **MATTERS ARISING**  
Some of the following matters will be dealt in full under Agenda item 5. **HVRA CHAIRMAN'S REPORT:**  
**Item 5b) page 2, para 1** on page 1 seeking ideas for the November meeting.  
**Item 5b), page 2, para 2** on page 1.  
PS thanked AI for passing on the relevant information to him regarding the solar bus timetables.  
**Item 7aii) page 3, para 2, Hughenden Surgery** on page 2.  
AC confirmed that he has put in a request to join the PPG but has not heard back.  
**Item 7b) Fire Alarms & Carbon Monoxide Detectors – Talk** on page 2.  
AI has passed on the information to PS.  
**Item 6ai) Christmas Fair, Village Hall – Saturday 26<sup>th</sup> November 10am – 4pm** on page 3.  
PS's up-date will be given under Agenda item 5.  
**Item 9ai) Village Day – Saturday, 3<sup>rd</sup> July 2023** on page 3.  
Although Michael Sole asked for volunteers, none have come forward.
4. **COUNCILLORS' UPDATES**
  - a) **Buckinghamshire Councillor:**  
In response to Jane Boughton's complaint about the poor state of the pavements in and around Spring Valley Drive, Cllr David Carroll joined a site meeting several weeks ago with James Tunnard, the Local Area Technician (LAT), Jill Armshaw and Peter Spence to have a look. Although sympathetic, the LAT explained that as there are many pavements in the County that are in a poor state of repair and as these were not too bad, it will be several years before they are repaired. Also, his priority is to create pavements where they presently do not exist.  
  
Cllr Carroll wanted to reassure everyone that despite what is going on nationally, he is a grass-roots Councillor, and does his best to deal with residents' concerns etc. From his observations of working with DC, PS agreed.

**b) Hughenden Parish Councillor**

**i) Parking Issues at the Surgery/Pharmacy**

Further to the site meeting several months ago with PS, the LAT, DC, RH and herself about the appalling state of the pavement and grass verge, JA observed, whilst attending the Pharmacy on Saturday to have her covid booster, the utter chaos with cars parking on the verges, in the road and even worse chaos in the Village Hall carpark with football attendees and those getting their jabs were all trying to find a parking space. She then sent a series of emails to the LAT, Cllrs Carroll and Broadbent about the problems, including the unacceptably muddy footpath, plus photos.

This morning JT responded with his plan to sort out the problem, e.g., putting up a form of barrier and the planting of 4 trees to prevent parking on the verges, as well as repairing the footpath. A meeting with the contractor is planned on Friday, 4<sup>th</sup> November, and she hopes work will commence soon. JT is mindful that these works will create another problem – the displacement of parking elsewhere in the village. She noted PS's comment that the surgery and pharmacy do not have the appropriate infrastructure to support the number of vehicles visiting the site, e.g., 700 jabs were carried out on Saturday and 500 on Sunday. JA believes safety is paramount plus a plan of action to alleviate the harmful impact of chaotic parking.

**ii) Overgrown Hedges** - A list of overgrown hedges has been sent to the Parish Clerk for action as the window for cutting back to the pavement's boundary is from the Autumn to the end of February. JA suggested that if a friendly approach to the householders to cut back achieves no success, then to get in touch with her to start the process of delivering *Cut Back Overgrown Hedge* letters. If that fails, a final letter will state that HPC will cut back, followed by a bill to cover the cost.

**iii) Notice Boards** - PS will be placing HVRA Notices etc on the HPC notice board and there is a desire to have another notice board installed in the car park opposite *The Harrow*.

**iv) Remembrance Sunday, 13<sup>th</sup> November** – A brief service by Major Glenn Ridgley is to be held at 10.45 for 11am in *The Gate* carpark, Bryants Bottom because the plaque listing his fallen family members has been removed as the Chapel, now a dwelling, has undergone building works. Although in safe-keeping, a dispute has arisen concerning ownership. It was first owned by the Methodist Church, then Wycombe Museum and finally it was passed to Major Ridgely. Cllr Steve Broadbent will add weight to having the plaque mounted on stone, perhaps on the grass verge not far from the chapel. Al suggested using Denner Hill stone.

Hedges >  
JA

Notice  
Board/opp  
Harrow

**5. TREASURER'S REPORT**

The Treasurer's Report, from 6 April to 31<sup>st</sup> October 2022, was circulated prior to the meeting together with a Summary of Receipts of Subs for 22/23. PW reported an increase in advertising revenue of £348 this month and was pleased that all the advertisers are fully paid up. The receipt of £225 of subs this month brings the total to £2,475, with more to come in. Looking at expenses, this month IT has gone up by £7.16, and £149 extra was paid out to BM for plants/planters. There were Bank charges of £6.60 and the monthly Small Hall hire of £29.25. The closing balance on the Current A/C is £4,060.85. With the addition of £7.60 interest, the Deposit A/C now stands at £8,387.56.

**Switching of Bank Accounts** - PW recalled this year's AGM when Bob Hawkins strongly recommended changing the account from HSBC to another bank because of high charges and other reasons. PC, PS and PW had worked together to select a bank that offered free of charge community banking, and from the top 5 recommended banks, Lloyds was chosen because of its ethics, stability and is fully free. The slow process has been navigated and PW, PS and RH now have cards and readers etc. The application to switch from HSBC to Lloyds has been completed. If residents continue to pay their subs via bank transfer to HSBC there is an 18 months' period of grace. PW asked AC to put a warning about this in the magazine, if possible. PS thanked PW for all his hard work in recent months to achieve this outcome.

AC/Mag

**6. HVRA REPORTS / UPDATES**

**a) Chairman**

**i) Grants - Application for HPC Grants** -, PS had received the following proposals from Road Reps:  
1) BM proposed the installation of a bench on the grass verge at the entrance to Friars Gardens  
PS and the LAT visited the site, but JT was concerned that as numerous services ran

underground constructing a concrete base for the bench would be problematical. A new location needs to be sought.

BM  
PS/JT

- 2) JM and EM suggested something on similar lines that PS believed could be linked together and brought forward to the next Executive Committee meeting.
- 3) RH's suggestion is to have a Youth Area on the King George V playing field similar to that in Gt Kingshill and at Naphill Crick PS believed this would cost a lot of money and would require funding from various agencies, including the Parish Council. He had spoken to MS who was amenable to the proposal.

b/f to  
next mtg

- ii) **HVRA Book Exchange – Joint Venture with the Coffee Shop** – PS thanked Road Reps and residents for responding to his plea for paperbacks to line the shelves of the new bookcase. A good response was received on the *Hughenden ValleyWhatsOn* Facebook page which pleased PS because he wanted to raise the HVRA's profile, making it known to more residents, especially newcomers to the village. PS has also placed a poster on several notice boards briefly describing what the HVRA does.
- iii) **Tombola** – As the Village Hall has run a Christmas Craft Fair instead of the annual Bazaar for the past 2 years, the HVRA were asked if we wished to run the Tombola. When learning it could not be held on the stage or in the main hall but in the Small Hall alongside refreshments, PS envisaged a viability problem. As he did not think people would leave the Craft Fair in the main hall and migrate to the Small Hall, he decided not to go ahead.
- iv) **Country Supplies** – PS has raised CS's intention to create lorry parking in a nearby meadow with Buckinghamshire Business First, a business organisation, that might be able to offer some help in sourcing a more suitable location for its business activities, rather than operating from two badly located sites. He hoped that a conversation can be had with CS, also a member, to encourage a solution.
- v) **HVRA Logo** - PS had raised the issue of designing a "logo" and branding at his first HVRA meeting. Since then, he has consulted the following:
  - Sue Sidley, a Graphic Designer who recently moved from Valley Road to Lacey Green
  - AC who is speaking to the printers of the magazine because they have contacts, and
  - Bucks New University as they run Graphic Design courses and it would be a good opportunity for their young cohort of students to work on a 'live' project where the HVRA could work with them., Their tutor is also interested in the proposal.

PS is mindful of the cost and is reluctant to take a cheap option.

- vi) **Focus Groups** – Two focus groups have met and come up with ideas for events and activities. PS has prepared a paper for Road Reps to "tick" everything that they would support and "circle" the ones that they would be prepared to lead on, as he believes too much falls on his and RH's shoulders.

All  
Road  
Reps

He is aware that some Road Reps do not attend meetings and other residents who might like to engage with the HVRA, happy to do things but do not want to attend meetings or be part of this Committee. Co-option is also a possibility.

- vii) **Hughenden Primary School** – As the school is keen to engage with the HVRA, PS is fixing a date to meet a staff member and asked if anyone wished to lead on this. AC said it need not be a Road Rep.
- b) **Parking at the Surgery** – The HVRA cannot come up with solutions but can take concerns to the right people, e.g., HPC, Bucks Council, the Surgery and the Village Hall - all sitting round a table to discuss the issues. The problem, created by the Surgery, needs to solve it especially as vaccinations for flu and covid-related viruses will continue for some considerable time.
  - JA thanked PS for all his hard work regarding the above and suggested Road Reps who do not want to attend meetings could join hybrid meetings instead, via Zoom/Teams. PS believed some people do not want to take on a broad view, but just focusing on one issue/event.

Take the  
Lead ?

b) **Constitution** - JA queried whether the HVRA Constitution needed reform, particularly as PS was considering branding, adding that a marketing brief cannot be written without knowing what is decided by the Committee members. AI believed the AGM is where it is possible to get sufficient people together, but to reach a wider audience (700 households) Wi-Fi would be necessary. The Hall does not have Wi-Fi, although HPC is trying to have it put in all Village Halls and will pay for it.

Wi-Fi  
HPC/Hall

- Although PS has raised looking at the Constitution with the Officers, he is happy to take it further.
- JI reminded everyone that during the Pandemic events and activities closed down and that, over time, the HVRA will be able to run its usual events etc.
- PC suggested having a survey to find out what residents want.
- JM queried, what are the weaknesses in the Constitution?
- RR asked: What is the HVRA's purpose? What do we want to do that is practical and achievable? Establish what you want in the Constitution before branding is carried out.

Constitution

HVRA  
Survey

c) **Fire Alarms & Carbon Monoxide Detectors – Talk**

J and AI are keen that someone from the Fire Service should come to talk to residents, especially as there are lots of potential danger spots in the home, e.g., candles used during power cuts etc. PS queried whether a leaflet would suffice to send out a warning message. As AI had had difficulty in speaking to someone, he will get back to PS asap.

AI > PS

7. **MAGAZINE – Hughenden News**

AC was pleased to report they are in the closing stages of compilation, having received a huge amount of copy, and hoped to get the printed copy out to Road Reps by 18/19<sup>th</sup> November. PS thanked AC and his Editorial Team very much for all their hard work

8. **HVRADIG**

Although PW's DIG Report was circulated prior to the meeting. he highlighted several points. The DIG AGM was held earlier in the month, and because membership has shrunk in recent years and the structure is smaller, the Constitution has been replaced by Terms of Reference. As the flooding in Boss Lane happens from time to time, Matt Hopkins had tried to secure funding under the GRACE project, but it was not successful. A meeting with the Estates Manager from Affinity Water has taken place, at last, and hopes the promised checks on the drainage pipes will happen soon.

- BM had seen residents with wheelbarrows clearing the stones in and around the gully at the bottom of Trees Road.
- AI expressed concern that water was spurting out of a drain at the top of Coombe Lane.
- It has been discovered that there is no map of the area showing where the drains are located.

9. **ROAD REP REPORTS**

i) **Orchard Close** – PC will inform residents who have not paid their subs of the switch to Lloyds Bank and encourage them to do so before it takes place.

PC/subs

As the post-box opposite *The Harrow*, stolen 2 years ago, is still in wraps PC thought an article in the BFP might hasten its use. EM added that residents in Warrendene Road have emailed the Post Office about this matter.

PC/  
BFP ?

ii) **Whitfield Road** - Residents at No 15 have raked off the moss that covered the pavement into 10 piles that AI then swept into the road. JI queried if the small cats observed on the upper slope, in the vicinity of her rear garden, were feral. She also wondered why someone on a motorbike drives along the top of the slope down to the Village Hall at 3am?

iii) **South Maundin** - BM complained that the surface of the pavements was atrocious, and JA suggested she contacts FixMyStreet, perhaps via the Parish Council's website, and to be persistent because the Ref Number is helpful when chasing up. AC suggested also adding something about **the harmful impact of the problem**.

BM>Fix  
MyStreet  
Page 4.

A van regularly parks at the entrance to South Maundin, and at 6am another van arrives to unload and load the parked van. As this activity causes a noise nuisance, JM recommended she contact the police on 101 or email the Neighbourhood Policing team based in Princes Risborough on: [princesrisboroughneighbourhoodteam@thamesvalley.pnn.police.uk](mailto:princesrisboroughneighbourhoodteam@thamesvalley.pnn.police.uk)

- iv) **Bryants Bottom** – JH was disappointed that the newly installed yellow CSW sign at the entrance to the upper part of the hamlet is so small that no one will notice it when driving past. JA assured RH that the larger yellow CSW signs for our village entrance gates will be installed next week.
- v) **Warrendene Road** – EM recalled the parking issues last year caused by several white vans at the entrance to Spring Valley Drive. Cacs Hinds spoke to the owner, with the result that the vans no longer park there. Instead, the owner now parks one or two in the carpark opposite *The Harrow*, and BM believes one parks at the entrance to South Maundin. See 9iii above.

#### 10. OTHER REPORTS

- a) **Community Speed Watch** – As the team has shrunk, more volunteers are needed especially because RH has been asked to carry out sessions every 3 weeks.
- b) **Village Hall** – No Report
- c) **Village Store & Coffee Shop** – No report.

#### 11. PLANNING ISSUES

- a) **Country Supplies – Application 22/05000/FUL - Update**  
Cllr Carroll went into the Wycombe Planning Office to speak to Officers but there is nothing to report.
- b) **Orchard Caravans – Application 22/07158/CLP – Update**  
Nothing to report, except that RH has written to the Case Officer quoting case law etc to counter argue the legal case put forward by the Planning Consultants on behalf of the applicant.

#### 12. FUTURE EVENT

- a) **Christmas Gift Bag Initiative** - RH, EM and NP had met and everything is in hand. PC has been promised £350 so far from local business, which is excellent.

#### 13. AOB

- Al had put in a request regarding the Naming of HVRA files. After the meeting, he passed a document that illustrated this to PS and RH, but they were happy to create their own files.
- As the **Coombe Lane roundabout** is dangerous a review should be undertaken.
- **Cycleway** – As PC believed the NT was not happy for the route to cross their land, several residents at Church Farm are agreeable to give a strip of their land that lies near their boundary and Valley Road. JA assured PC that the route is notional, just a concept, and at a later stage, engineers will decide where the best route should be located.

Review

The meeting closed at 9.41pm

The date of the next meeting is 6<sup>th</sup> December 2022 at 7.30pm

Signed.....

Date.....