

LITTLE CHALFONT PARISH COUNCIL

Minutes of the first (Annual) Meeting of the Council. 15th May 2007.

Present: Cllrs Dale, Drew, Gibbs, Ingham, Marshall, Tate and Wilkinson.

Apologies: Cllr Dykins.

Also present: District Cllr Phillips, Mr Clarke (Clerk) and 18 members of the public.

1. District Cllr Phillips welcomed newly elected Councillors and members of the public to the first meeting of this new Parish Council and on behalf of the "shadow Council" wished the new Parish every success for the future.
2. Declarations of Office were signed.
3. Cllr Tate was elected as Chairman and signed a Declaration of Office. He thanked the Shadow Cabinet for their hard work on behalf of the new Parish.
4. Standing Orders were adopted.
5. Cllr Wilkinson was elected as Vice-Chairman.
6. Declarations of interest. None.
7. Lloyds TSB Bank plc was appointed as the Council's Banker and the following resolution was passed.

1 We, Little Chalfont Parish Council, hereby appoint Lloyds TSB Bank plc (the "Bank") as our bankers and apply for the account(s) and service(s) as indicated to the Bank.

2 We authorise the Bank to operate our account(s) whether opened now or in the future in accordance with the terms as set out in Sections 6, 8 and 9 of the application form and these terms are approved.

3 We, the Council, hereby agree that:

- o a current account and a deposit account ("the accounts") be opened with the Bank. For the purposes of this Authority references to "account or accounts" means the account whether opened now or in the future.
- o the terms set out in Section 9 and separate terms and conditions governing the use of the account(s) shall apply to the accounts.
- o the Bank is authorised to act on any instructions received from the people named in Section 5 and in accordance with Section 6 clause 1 (the " Authorised Signatories"), acting within this Authority to pay from or debit the account(s) either in writing or via any electronic or other automated payment or funds transfer system that the Bank makes available to the Council, by telephone, bank card, debit card, credit or by any other means that may be introduced by the Bank.
- o this Authority will apply whether the account is in credit or overdrawn, even where the account will become overdrawn as a result of the debit.

4 The Authorised Signatories are authorised acting within this Authority to:

- o approve and authorise the execution of mortgages or charges over all of the assets of the Council including its property and approve and authorise the execution on the Council's behalf of any documents required by the Bank relating to or for securing any advances to the Council or others or any liabilities of the Council or others to the Bank
- o arrange with the Bank from time to time for advances to the Council by way of loan or overdraft
- o withdraw and deal with any of the Council's property which the bank may hold from time to time and approve and authorise the execution on behalf of the Council of any contracts agreement or other document with any part of the Lloyds TSB Group of Companies for the provision of banking services.

5 The Bank may act on any instructions given pursuant to this authority provided by these resolutions without at any time making any enquiries as to the circumstances of the instructions or why such instructions were given.

6 The Bank is authorised to accept changes to this Authority from the authorised signatures acting within this Authority.

7 The Bank will be provided with the Rules and Resolutions or Constitution of the Council for inspection and also with copies of any resolutions amending them that may from time to time be passed and certified by the Chairperson or Secretary.

8 The Bank will be provided with a list of the names of the officials of the Council and also with copies of any resolutions amending that list from time to time which is passed or certified by the Chairperson or the Secretary.

9 This Authority will not be affected by any change in the name of the Council but the Bank will be notified of any changes and the Council will complete all necessary documentation as requested by the Bank.

10 We have read, understood and agree to the terms set out under personal and business data on how our Council's data will be used by the Bank..

8. The Model Code of Conduct (2007) for Parish Councils on England and Wales was adopted.
9. Registers of Members' Interests were received.

10. Financial Procedures were approved.
11. A Complaints Procedure was approved.
12. A policy of non-discrimination was approved. **The Clerk will arrange for the Village Hall hearing loop to be available for future Council meetings.**
13. A budget was agreed.
14. A precept of £196,000 was set.
15. A working party was established to carry out a risk assessment and assess claims for transfer of capital from Amersham Town Council and Chalfont St Giles Parish Council.
16. **It was agreed that payments of £388.02 to Busy Bee Cleaning Services would be paid as soon as the Council has a Bank Account. Amersham Town Council will be asked to give a breakdown of costs for an invoice of £11,811.11 for grounds maintenance and administration.**
17. It was noted that two applications have been submitted for land between Chenies Parade and Garage as follows:
 - a. 0519. (listed as Amersham Town Council) Three storey building comprising two A1 retail and/or B1 commercial units at ground floor and 8 two bedroom flats at first and second floor with associated car parking.
 - b. 0521. (listed as Little Chalfont Parish Council). Three storey office (Use Class B1) building with associated parking.District Cllr Phillips was asked to refer this application to the full Planning Committee of Chiltern District Council and the following comments will be submitted:
The Parish Council is concerned at the possible parking problems caused by both these applications. We recommend that the effect on parking should be no worse than neutral. Applicants should be asked to provide specific details of parking spaces to be provided, together with an analysis of the overall effect on parking in the area, bearing in mind that this plot is currently in use as a car park for local residents and workers. There being no apparent need for additional office accommodation in the area the Council would prefer to see affordable residential development rather than industrial/commercial development.
18. A schedule of meetings was approved. **The Council will meet every third Tuesday in the month.** Establishment of committees will be reconsidered in the light of ongoing experience.
19. Items for discussion at the next meeting on Tuesday 19th June will include:
 - a. Donation to Little Chalfont Library. Cllr Wilkinson.
 - b. To appoint representatives. Cllr Tate.
 - c. To appoint an internal auditor. Cllr Tate.
 - d. To carry out a Market Town health check. Cllr Drew.
 - e. To consider noise pollution in Oakington Avenue/Honours Yard. Cllr Ingham.
 - f. To consider traffic problems at the junction of A414 and Stony Lane. Cllr Ingham.
 - g. Reduction of hedge at Little Chalfont Green. Cllr Wilkinson.
20. **It was agreed that the Village Hall should be provided rent free for the Little Chalfont Village Day on 9th June.** Cllr Drew invited members and the Clerk to a reception at Jane Duncan Architects at 2 pm on that day.
21. It was agreed that Standing Orders will be suspended for 15 minutes at future meetings of the Council, enabling members of the public to speak.

There being no other business, the meeting closed at 9.20 pm.

Chairman.....

Date.....