

**Minutes of a Meeting of Little Chalfont Parish Council**  
**Held on Tuesday 2 December at 7.30pm in the Village Library**  
**Cokes Lane, Little Chalfont**

**Present:** Cllr M Dale, Cllr B Drew, Cllr C Gibbs, Cllr C Ingham (from item 6), Cllr D Marshall, Cllr G Smith, Cllr A Tate and Cllr F Wilkinson (Chairman)

**In Attendance:** Mrs J Mason, Clerk and Mrs K Sterling, Assistant Clerk.

**Press:** M Pritchard, Buckinghamshire Examiner

1. **Apologies for absence** There were no apologies for absence
2. **Approval of the Minutes of the Meeting held on 11 November 2008** These were approved as a correct record and signed by the Chairman.
3. **Suspension of Standing Orders** This was not necessary.
4. **Declarations of interest** Cllr Drew declared an interest arising from item 12 in that the mobile library was located near his home when it visited Little Chalfont.
5. **Chairman's Report** The Chairman welcomed Mrs Sterling to her first meeting of the Parish Council. The Christmas lights for the tree in the Triangle were discussed and the Council authorised Cllr Drew to purchase new lights to a maximum value of £750 to replace the ones owned by the Revitalisation Group.
6. **Clerk's Report** regarding the Village Hall Refurbishment the Clerk advised the Council that she hoped to have upholstery samples for the new hall chairs by the January meeting. Turning to Finances the Chairman signed the bank reconciliations for the end of September and October respectively. Money had now been paid into the new HSBC account. A response had been sent to Harvey Patterson regarding members' allowances whilst cheques and covering letters had been sent to the organisations awarded grants at the last meeting. Since then the backlog of outstanding street lighting faults had been significantly reduced and work instructed on those lights requiring more complex repairs. In conclusion there was less good news from Westwood Park where a further disturbance had occurred which had subsequently been reported to the police. Cllr Gibbs was also aware of another recent incident and the Clerk undertook to mention this when she spoke to the police again.
7. **Reports (as appropriate) from Council representatives/members of the following groups**  
(a) Village Society and Revitalisation Group Cllr Drew confirmed that work on the possible amalgamation of the two groups (for all practical purposes other than each group's finances) was continuing and he hoped a proposal would be brought to the respective AGMs in the Spring. His view was that having the two groups working in concert could only work in the best interests of the village. Turning briefly to the Market Town Appraisal he updated colleagues on the most recent "likes and dislikes" listings. Finally, he confirmed that Village Day would be on Saturday 13 June in the Village centre and not Westwood Park. (b) NAG Cllr Smith reported that at a recent meeting antisocial behaviour, speeding and parking had been set as priorities. The police representatives had been very supportive of the Council's intention to establish Designated Public Places Orders and had expressed concern at the

findings of the Council funded traffic speeds survey undertaken in Elizabeth Avenue during September. As a result he had arranged to meet with representatives from the police to make an initial assessment of speeds near Bell Lane School. Unfortunately this had been cancelled by the police at the last minute which he hoped was not an indication of waning enthusiasm. (c) Websites Cllr Marshall reported that he would be posting a map of the Parish boundaries and, in due course, photographs of the Village Hall. In the meantime he had inserted an update on the refurbishment.

8. **Budgets and Precept** The Chairman had circulated draft budget figures together with various options regarding the precept for 2009/10. Since the note had been circulated the Clerk had undertaken some work to fine tune account codes and cost centres and would be moving the monies budgeted for Friends of Little Chalfont Library to the Grants and Donations code. The recommendation to budget for a Parish Warden was also accepted although further discussion was required to decide whether the duties outlined should be achieved through direct labour or a service provided by a contractor. It was also agreed that reserves should be ear-marked for specific purposes to demonstrate to the public and the auditors the direction the Council hoped to move in once the Parish plan was finalised. In conclusion, it was agreed unanimously to accept the budget and to submit to Chiltern District Council a precept increase of 2.5% for 2009/10.
9. **Freedom of Information Act.** It was agreed that Little Chalfont Parish Council will formally adopt the NALC New Model Publication Scheme which will be valid from 1 January 2009 until further notice. The scheme will be posted on the web-site at that time and proposals for charges will be agreed at the January 13 2009 meeting.
10. **Membership of the Chiltern Community Partnership** Cllr Drew reported that this was a useful forum of which most other Council's in the district were members; he recommended that Little Chalfont Parish Council become formal members. This was agreed. Cllr Wilkinson will attend the meetings.
11. **Delegated Budget – to agree a response to Chris Schwier's 6 October letter** In addition to the proposal carried forward from the current year (Pedestrian Crossing at Cokes Lane) the following schemes would be put forward in the response due on 15 December for 2009/10:
  - A permanent vehicle speed activated device in Elizabeth Avenue.
  - Lighting in the underpass between Beel Close and Marygold Walk
  - Widening of the pavement in Burton's Lane adjacent to the Village Green hedge allowing the installation of bollards to enhance the safety of pedestrians.
12. **Mobile Library Service Review** Cllr Drew reported that the mobile library service provided by BCC visited Elizabeth Avenue twice a week and on one of these days the Community Library is also open. In addition, it seemed that the mobile library is not well utilised. It was agreed that the Clerk should write to the County Council with the suggestion that if they are reviewing this provision, they could perhaps, for reasons of economy, consider limiting the mobile library visits to Sundays.
13. **Council Meetings** Following recent consultation amongst Council members it was agreed that with effect from June 2009 Council meetings would be held on Wednesdays (Planning Committee meetings will continue to be held on Tuesdays).

14. A resolution was accepted that in view of the confidential nature of the business to be transacted, it is advisable, in the public interest, that the public and press be excluded from the remainder of the meeting and be instructed to withdraw.
15. **Update on Discussions with ATC** Cllr Wilkinson gave a brief update following the second meeting with the mediator.
16. **Vacancy for a Councillor** Actions were in hand to advertise the vacancy following Cllr Marshall's resignation. This would be Cllr Marshall's last meeting and Cllr Wilkinson thanked him, on behalf of the Council, for the unstinting hard work he had undertaken, in particular his professional expertise in setting up and maintaining an exemplary and much admired website. The Council were unanimous in supporting the Chairman in these views.
17. **Date of next meeting** – Tuesday 13 January 2009 in the Village Library.

Signed.....

Date.....