

**Minutes of a Meeting of Little Chalfont Parish Council held on
Tuesday 19 January 2010 at 8.10pm in the Village Hall
Cokes Lane, Little Chalfont
(Postponed from Wednesday 13 January 2010)**

Present: Cllr B Drew (Chairman) ; Cllr M Dale; Cllr C Gibbs; Cllr L Hunt; Cllr C Ingham; Cllr P Martin; Cllr G Smith.

In Attendance: Mrs K Sterling (Assistant Clerk) item 1 – 5. Mrs J Mason (Clerk) item 6 onwards.

Members of the Public: Ms H Williams (Buckinghamshire Examiner).

1. **Apologies for absence:** None.
2. **Minutes of meeting held on 9 December 2009:** these were approved as a correct record and signed by the Chairman.
3. **Suspension of standing orders enabling members of the public to speak:** There were no members of the public who wished to speak.
4. **To receive declarations of interest:** None.
5. **Chairman's Report:** This had been previously circulated. As stated in the report, it was the Chairman's intention only to issue a report when there was something significant to mention that otherwise might be overlooked. On this occasion, he wished to congratulate the Little Chalfont Community Association for the display of Christmas lights which had been larger than in previous years and had been much appreciated by many people. Thanks were also given to the LCCA for running the Christmas market in the Village Hall on 5 December and to local churches for organising the Carols on the Green on 19 December. Favourable comments had also been received from the Beechwood Avenue residents now that the new trees had been planted, the cost of which had been covered with County Cllr Martin Tett's contribution from his community budget. He thanked the Clerk for her work associated with the lights and the trees.
6. **Clerk's Report:** Referring to Beechwood Avenue it was reported that Buckinghamshire County Council had just started work on phase two of the tree maintenance work and were pollarding and removing deadwood. In addition, BCC had commenced the delegated budgets project to widen the pavement at the top of Burtons Lane and install bollards.
7. **Financial matters:** (i) *Income and Expenditure Report:* This had been previously circulated.(ii) *Bank Reconciliation:* The Chairman signed the bank statement and corresponding reconciliation (iii) *Review of Internal Audit:* As requested at the 8 October Council meeting, Cllr Smith had completed his review of the effectiveness of internal audit. His report had been circulated previously. In this he had examined the scope, independence and competence of internal audit together with the working relationship between the two parties and the efficacy of audit planning and reporting. In all these aspects he had been satisfied and was hopeful of a continuation of this level of service. The report was accepted and the Chairman thanked him for his considerable efforts. It would be forwarded to the external auditors with the annual return 2009/10 and a copy would be sent to the Internal Auditor. In addition, Cllr Smith would seek the

- Internal Auditor's advice on the presentation of financial information at Council meetings. (iv) *List of cheques signed since last meeting*: This was received and approved.
8. **Reports from outside bodies:** (i) *Neighbourhood Action Group*: Cllr Smith reported that the last NAG had been cancelled. He confirmed that the LCCA had withdrawn from the NAG and that in future a member of the police would possibly attend their committee meetings. The Council had some sympathies as the NAG had not been as effective as it might have been. However, they also had reservations about the proposed approach. It was agreed that a watching brief should be kept on the situation and Cllr Drew undertook to speak to the local inspector. (ii) *Local Area Forum*: The Chairman reported that he would be attending a planning meeting of the LAF in the Village Hall on Thursday evening 21 January. Cllr Martin would be attending on behalf of LCCA. He added that he had not yet received the minutes of the last LAF nor an agenda for the meeting on the 21st. (iii) *Denham Aerodrome Consultative Committee*: A response to the question of Cllr Dale joining the Consultative Committee was still awaited following their meeting in December. The Clerk undertook to follow this up as a matter of urgency. (iii) *Little Chalfont Community Association*: Cllr Martin reported that the next committee meeting was on 27 January and the Association were still seeking a secretary. At the meeting the community centre project would be discussed. (iii) *Youth Group Management Committee*: Cllr Drew said that although there were still some matters to be sorted out with the accommodation at Bell Lane School it was anticipated that meetings would start to be held there in the near future. (iv) *Library Committee*: Cllr Hunt reported that there had been a committee meeting the previous evening. There were plans in hand to tidy up the front of the library grounds and to install new paving slabs on the path.
9. **To agree a resolution that a working party be established to make recommendations to the Council on (i) which aspects of the Market Town Health Check Action Plan should be incorporated into a Parish Plan and (ii) the appropriate lead organisation for any actions adopted. In addition to agree the membership of the working party:** Cllr Drew pointed out that many of the recommendations made by the Westwood Park Working Party arose from the Market Town Health Check and his view was that it was important to decide collectively, in a working party, which elements of the Health Check Plan can be recommended to the Council for development and which were impractical or inappropriate for the Council to pursue. Cllrs Dale and Ingham questioned whether the Market Town Health Check Plan did represent the will of the people, in particular the proposal to build a civic centre. Cllr Smith was of the view that the Council needed full details of the results of all consultation and full democratic justification. Following detailed discussion the resolution was put to the vote. Four Councillors voted against the resolution and three voted in favour.
10. **To agree a resolution that the Council apply to CDC for a Playbuilder grant (£50,000) to assist with the funding of recommendation 5(f) of the initial report of the Westwood Park working Party (this section deals with the need for playground facilities for older children in the 8-13 age bracket).** This resolution was agreed unanimously. It was agreed that if the Council were successful in their application, they would contribute an additional £20,000 to meet the cost of additional items of equipment etc. Cllr Martin had already started work on the grant application and would work with the Clerk to complete this. On 13 February there would be the opportunity for members of the public to come to the Village Hall to look at possible lay outs of the new playground and give their views, suggestions and comments. A questionnaire would be

available and this would also be circulated to children in the appropriate age group via local schools.

11. **To discuss the format and arrangements for the Parish Meeting 2010:** It was agreed that the Parish Meeting would not be held on the same date as the Annual Meeting of the Council. The Clerk would suggest a suitable date in consultation with the Chairman.
12. **Snells Wood Public Conveniences – To receive an update following the Clerks’ Liaison Meeting at CDC on 11 January 2010 and to agree the Council’s response to Gill Gowing’s 3 December letter:** The update was received. CDC had provided the Clerk with current year costs and a holding reply had been sent to Mrs Gowing. It was agreed that before a full discussion could take place the Clerk should obtain further maintenance cost details, going back five years.
13. **To endorse the response of the working party established at the last meeting regarding the Local Transport Plan:** This was endorsed retrospectively. Due to the change in meeting dates the Clerk had already forwarded the group’s comments to BCC in order to meet the closing date for responses. It was also agreed that the following supplementary comment be forwarded regarding the 336 bus service. The Council fully support the recent extension of the route to High Wycombe, as this fills a serious gap in transport provision. However, residents and Councillors have noted that since the implementation of this change, the reliability of the service has seriously deteriorated.
14. **Reports and Notifications:**
 - (i) Buckinghamshire County Council’s 4 December letter advising that the Rights of Way Committee accepted the application to register Burtons Wood as a Town or Village Green (unit number VG 118)
 - (ii) CDC’s 30 November letter re applications for road closures for special events (deadline 30 January for 2010)
 - (iii) Coombe Hill Monument Appeal – 15 December letter from Major General Stuart Watson requesting contributions. Work to be undertaken in spring (Coombe Hill is a monument to the men of Buckinghamshire who died in the Boer War 1899-1902).
 - (iv) 21 December press release from Friends of Little Chalfont Library “Little Chalfont Community Library Goes Wi-Fi”.
 - (v) Buckinghamshire Community Action Winter 2009 Newsletter.
15. **Council Meetings and Planning Committee meetings 2010/11:** A draft version of the schedule of dates was circulated. This will be amended shortly to accommodate the new date for the Parish Meeting once this has been agreed (see item 11 above).
16. **Resolution 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:** This was agreed.
17. **Vacancy for a Councillor:** It was noted that there had been no request for an election and the vacancy could now be filled by co-option.
18. **Date of next meeting:** 10 February 2010 (to follow the Planning Committee scheduled for 7.30pm on the same evening).

Signed.....

Date.....