

Minutes of a Meeting of Little Chalfont Parish Council
Held on Wednesday 8 December 2010
Village Hall, Cokes Lane, Little Chalfont at 7.30pm

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

In Attendance: Mrs J Mason (Clerk).

1. **Apologies for absence:** None
2. **Minutes of the meetings held on 10 November and 22 November 2010:** 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 present.
4. **Declarations of interest:** Cllrs Drew, Hunt and Dear expressed a personal interest at item 12 as the suggested grit bin is close to their respective homes.
5. **Items for Any Other Business:** (i) Local Transport Plan consultation (ii) Markings round disabled spaces at Chenies Parade.
6. **Chairman's Report:** This had been previously circulated. Having welcomed Cllr Patel to his first full council meeting, the Chairman reported that he had attended the Remembrance Parade in Old Amersham and reminded councillors that the LCCA Christmas Market was on 11 December. The reinstatement of the Playbuilder funding is dealt with in item 8 below.
7. **Clerk's Report:** This had been previously circulated. Arising from the last meeting, the Head of Transport for Buckinghamshire had asked the contractors dealing with the VAS installation to contact the Clerk; the street lighting contract had been amended to accommodate the former Chalfont St Giles street lights; a meeting had been held with the CAB representative about their possible use of the hall and a letter of congratulations had been sent to Honorary Alderman Tate. Turning to Parish maintenance, the tree work had been completed as had the work on The Lodge. Temporary repairs had been carried out on Westwood Park Drive and a meeting had been held with the CDC emergency planning officer.
8. **Westwood Park Working Party Report from 7 December meeting / Playbuilder update.** The Chairman reported that at the *7 December Working Party* meeting the group had discussed the possibility of further tennis coaching in 2011 and the extension of coaching into other sports to provide all year round activities. This would be on a commercial basis and a more detailed proposal would be put to the Council for a decision in due course. The next meeting of the working party was scheduled for 21 December at 6.30pm, just before the Planning Committee. Turning to the *Playbuilder funding*, following recent discussions and correspondence CDC had confirmed that the funding would now be paid. There were still some questions regarding the completion date to be clarified although CDC had given assurance that this would not be a problem. The Clerk was authorised to draft the tender documentation for presentation to the 12 January meeting of the Council. Cllrs Hunt and Smith agreed to review the draft in advance of that meeting. The tender would include a number of options to be priced, one of which would be the transfer of the existing equipment from the old to the new site. Quotes had already been received for this work and it was hoped that the cost might be reduced if incorporated into a bigger project. Attention would also be drawn to the need for imaginative and attractive landscaping. In conclusion, the need to involve the Thames Valley police Community Safety Officer at all stages was agreed.
9. **Financial matters:** (i) *Income and Expenditure Report:* Previously circulated. (ii) *List of payments and cheques to be signed:* Payments totalling £58,296.08 were authorised (NB £45,000 of which is a transfer from the Lloyds TSB account to the HSBC account).

10. **Budget Preparation 2011/12:** To discuss outturn for 2010/11, draft budget for 2011/12: The contents of the Clerk's 7 December briefing note previously circulated were agreed as follows: (1) *Parish Warden* – outline duties agreed as per recent e-mail correspondence. To be discussed with Spruced-up with a view to incorporating these activities into the contract on 1 April 2011 for the remainder of its term. A new cost code will be created. (2) *Playbuilder*- agreed that the total budget (grant and contribution from reserves as per 7 December note) be entered into the budget for 2010/11. Any remaining budget at the year end will be carried forward into 2011/12. (3) *Playranger/ Diversionary Activities* – It was agreed that a budget of £1260 will be allocated in 2011/12 as a contribution to CDC for 10 playranger sessions and 30 evening football sessions. New cost code to be created. (4) *Westwood Park Drive and Car Park Repairs:* BCC's quote had just been received. It was agreed that the work would be budgeted for 2011/12 once the Playbuilder work was finished. (5) *Superannuation*- Cllr Smith working on this matter. (6) *Snells Lane*- inappropriate to budget at this stage. (7) *Street Lighting* – Revised outturn and budget figures agreed as per 7 December note. (8) *Lap Top*- It was agreed that a new lap top should be bought as soon as possible in the current year. Maximum budget £1000 to include software programmes. On the basis of the above at 8 December 2010 the budget expenditure outturn for 2010/11 is anticipated to be £252,537. The expenditure budget for 2011/12 is £260,938(which includes £31,000 scheduled to transfer to reserves at the year end). As agreed at the 10 November meeting the precept for 2011/12 is set at £208,433.
11. **No 71 Bus Route:** Following representations made by a member of the public at the 10 November meeting of the Planning Committee, the Clerk had made further enquiries of BCC as to whether this route could be extended to terminate in the village centre. Detailed discussion and correspondence had taken place and it seemed that there was not the possibility of any change due to the difficulty turning a bus safely in the centre. It was agreed that the Clerk should make one further appeal to BCC. She would also keep the member of the public informed.
12. **Update on grit bins :** The Chairman reported that the grit bin purchased by the Parish Council had been installed at Chenies Parade. Bell Lane School did not see the benefit of a bin near their entrance. Following discussion it was agreed that the bin from Cllr Tett's fund should be located on Elizabeth Avenue near Beechwood Close and Latimer Close.
13. **BCC/Community Impact Bucks Public Engagement & Consultation Scrutiny Review:** The draft response previously circulated was agreed and would be forwarded to BCC.
14. **To discuss further and agree actions arising from CDC's Estates and Engineers Department letter of 23 November regarding the Parish Council's input into the naming of streets at the former sawmill site at Bell Lane:** Following some discussion the Clerk was asked to draft a selection of names based on previous land use, wild life and nature reflecting the semi-rural natures of the area. This would be circulated to Councillors prior to forwarding the final list to Persimmon.
15. **Reports (as appropriate) from outside bodies:** NAG- Cllrs Patel and Smith reported that the NAG was to be disbanded although no formal notification had as yet been received. *Chalfont Junction Youth Group* – Cllr Drew reported on the committee meeting that had taken place recently and was pleased to be able to inform the council that numbers were increasing supported by very enthusiastic parent helpers. *HS2 Seminar* – Cllr Martin would circulate the papers from this seminar to other members of the Council.
16. **Notifications and Correspondence:**
 - i. Cllr M Tett's 29 November letter re WRG preferred bidder status (energy from waste) – e-mailed to Councillors 30 Nov 10.
 - ii. BCC Localities and Communities Manager Chiltern 17 November e-mail re national flood exercise planned for March 2011 (e-mailed to Councillors 30 November 2010) – at the meeting with the CDC Emergency Planning Officer from CDC earlier that day it had been confirmed that the Emergency Plans were being revised and there was no need to take part in this exercise. The Parish Council

village hall would most probably be mainly be used as a centre during bad weather and a network of local volunteers would be established to underpin the CDC plan.

- iii. Chiltern Society Newsletter December 2010
 - iv. Community Impact Bucks Newsletter December 2010 (e-mailed to Councillors 1 December)
 - v. Chiltern District and County Times December 2010 (delivered to residents)
 - vi. Chiltern Racial Equality Council Newsletter December 2010 (e-mailed to Councillors 1 December 2010)
 - vii. Thames Valley Police bulletin about success of operation Guillotine in Chiltern District (e-mailed to Councillors 1 December 2010)- it was noted that despite the success of this operation that there had been a number of burglaries in Little Chalfont recently.
 - viii. CDC Community Safety Officer 1 December e-mail enclosing Christmas Crime posters.
17. **Any Other Business:** (i) *BCC Local Transport Plan Public Consultation Booklet* – following input from the Parish Council early in the year, the public consultation booklet had now been received from the County Council (closing date for comments 25 February). It was agreed that copies should be obtained for Cllrs Hunt and Smith and Mrs D Parker, who formed the working party whose recommendations had formed the basis of the Parish’s earlier response. They would be asked to recommend what the Council’s response should be on this occasion. (ii) *Disabled Parking Bay Markings Chenies Parade*- Cllr Patel requested that the painted markings be renewed as they were very faint leading to non-blue badge holders using the spaces. The Clerk had received a similar complaint from disabled drivers and reported that the matter had been referred to Transport for Buckinghamshire to rectify.
18. **To consider a 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 resolution was agreed unanimously.
19. **Land at Snells Lane** – Minuted in confidential minute 19 of this 8 December meeting of the Parish Council.
20. **Date of next meeting:** Wednesday 12 January 2011 at 7.30pm in the Village Hall.

Signed.....

Date.....