

**Minutes of a Meeting of Little Chalfont Parish Council**  
**Held on Wednesday 9 November 2011 at 7.30pm in the Village Hall**  
**Cokes Lane, Little Chalfont**

**Present:** Cllr M Dear; Cllr B Drew (Chairman); Cllr J Hinkly; Cllr M Parker; Cllr V Patel and Cllr D Rafferty.

**In attendance:** Mrs J Mason (Clerk).

**Members of the Public:** Mr C de Charmant; Ms C de Charmant; Mr B Dunn and Mr GS MacGill.

1. **Apologies for absence:** These were received from Cllr L Hunt.
2. **Approval of the minutes of the meeting held on 12 October 2011:** These were approved as a correct record and were duly signed by the Chairman.
3. **To accept a proposal to suspend standing orders enabling members of the public to speak:** The proposal was accepted and the Chairman suspended standing orders. Members of the public described serious parking problems in Chalfont Avenue and Russell Close, in particular dangerous parking on corners and the ineffectiveness of existing parking restrictions and road markings. Ms and Mr Charmant had petitioned the County Council about the issue and had put forward possible improvements. As a result they had been invited to speak at the Local Area Forum on 8 February to be held at Chalfont St Giles. Thanking members of the public for their contribution, the Chairman reinstated standing orders.
4. **To receive declarations of interest:** Cllr Parker declared a personal interest with regard to discussions under items 3 and 6 as he owned property in the vicinity under discussion.
5. **To agree items for Any Other Business:** (i) Olympic Live Site.
6. **To discuss current parking problems in Little Chalfont and possible future action:** The Council had great sympathy with residents experiencing difficult and inconsiderate parking. They were of the view that a village wide survey was probably needed and that BCC were unlikely to tackle one off problems because of the bureaucracy and costs involved. Cllrs Drew and Parker undertook to liaise with members of the LCCA about the possibility of conducting a village wide parking survey. In the short term, residents were urged to contact the police where parking was dangerous and causing obstructions. Cllr Parker referred to recent successes that he and residents had had with this tactic in Burtons Lane. The local police had advised motorists of the danger they were causing and the problem had reduced significantly. In addition, it was agreed that the Clerk would contact the residents outside the meeting and offer to help in preparing for the LAF meeting on 8 February.
7. **London Underground forthcoming engineering works and impact on Beel Close- *to consider what support the Parish Council can give to residents:*** Cllr Drew reported that since the agenda had been sent out matters had moved on. A meeting had now been arranged for Wednesday 16 November at the County Council offices in Aylesbury. The Council supported Cllr Drew's attendance at this meeting. Others attending included representatives from London Underground, Cllr Martin Tett, Leader BCC and a representative from the residents. The Chairman hoped to meet with a number of residents prior to the meeting.
8. **Chairman's Report:** This had been previously circulated and the Chairman drew particular attention to two items. First, referring to Remembrance Sunday, he corrected his comment that the forthcoming parade through Little Chalfont was the first for many years. In fact, parades had been taking place regularly for many years. Secondly, it was his sad duty to pay tribute to Ivor White who had died the previous week. Mr White had been a well respected figure whose work on the history of Little Chalfont was invaluable. His funeral would be taking place on 16 November.

9. **Clerk's Report:** This had been previously circulated. Councillors were briefed on the outcome of the meeting that the Clerk and the Chairman had been to that morning with representatives from the scout group management committee regarding renewal of the scout hut lease. Following a discussion the Council agreed that the lease should be renewed on a one year rolling basis. Henceforth either party could give one year's notice at any time of their intention to terminate the lease. The rent would remain at £100 for the first year but would be reviewed annually thereafter. The Clerk would draw up the necessary paper work incorporating these arrangements into the lease and liaise as necessary with the scout group. It was agreed that the meeting on 2 November with Tony Broderick, Local Area Technician, Buckinghamshire County Council, had been very useful and that such meetings should be arranged every six months.
10. **Financial matters:** (i) *Income and Expenditure Report* – this had been previously circulated under cover of the Clerk's 7 November e-mail which included notes on each cost centre. (ii) *List of payments and cheques to be signed* – payments totalling £37,043.06 were approved and the schedule was signed by the Chairman. This included grants and donations agreed at the 12 October meeting and the cost of the car park and drive resurfacing work at Westwood Park. (iii) *Jubilee and Olympics summer 2012 - to discuss and if appropriate agree that the Parish Council meet the costs associated with bunting* – The County Council were providing free bunting and making additional amounts available to Parish Councils at advantageous rates. It was proposed by Cllr Drew that in addition to the free allocation that the Council should spend £120 on additional bunting. This proposal was seconded by Cllr Parker. A vote followed. Five councillors voted for the proposal, one voted against. The Clerk was delegated to order the bunting and to examine the cost of putting it up. The latter would be discussed at a future meeting.
11. **Budget Preparation and Precept 2012/13:** *To discuss outturn for 2011/12, draft budget and precept for 2012/13:* The draft budget had been previously circulated and was discussed in detail. The original draft had been discussed on 21 October at a meeting attended by the Chairman, Cllr Hunt and the Clerk. The draft retained, for a third year, a precept of £208,433. This would result in a deficit at the year end 2012/13. The Clerk had made some subsequent adjustments which reduced the deficit. It was agreed that further discussions would take place on the 14 December Council meeting when a final decision would be made on the budget and precept for 2012/13.
12. **Reports (as appropriate) from outside bodies:** (i) *Library* – it was noted that the Library had won second place in the voting on projects under NatWest's charitable giving initiative to community groups. The voting still had to be verified however. (ii) *GE Healthcare Liaison Committee*- Cllr Patel had attended a meeting of the Committee on 7 November. Members had been introduced to the company's main contact from the Environment Agency. Recent monitoring reports relating to nuclear safety and other regulations had been approved by the Agency. Decommissioning of old works on site was on schedule although no decision had yet been made regarding future usage. In conclusion, it was noted that plans were in hand to expand sales of scanners in the United States. (iii) *LAF*- Cllr Drew reported that the main issue discussed at the 19 October meeting had been the planned work by London Underground and its impact on residents, particularly in Beel Close, as already discussed under item 7. Additionally, it was also important for the Council shortly to put forward future delegated budget projects for consideration by the LAF. (iv) *LCCA*- Cllr Parker reported that the concerns of Beel Close residents had also been discussed at the recent meeting. Local resident Julie Pickard had agreed to work with the committee in the creation of a local sustainability map. The LCCA also discussed the matters under item 13 below.
13. **To consider the Council's possible role in the following forthcoming events:** (i) *Health Fair at St Georges Church* – this was scheduled for 22 November. It was agreed that the Council would be involved and Councillors would let the Chairman know their availability on the day. The Chairman would liaise with the organisers beforehand. (ii) *Digital Change Over* – it was agreed that the Clerk would obtain a supply of information leaflets for distribution to appropriate groups amongst hall users.

14. **Health and Safety Policy** - following 12 October discussions to receive the Parish Council's Health and Safety Policy: Subject to one or two minor amendments the Health and Safety Policy was agreed and approved. The Chairman was authorised to sign the finalised document.
15. **Advice Received from Chiltern District Council Legal Department about Individual Member Notification under the Data Protection Act 1998:** The Clerk reported on advice received from CDC. A self assessment questionnaire was available on the information commissioner's web-site. Secondly, the Department of Communities and Local Government were currently questioning the burden on Parish Councillors if they were required to register. It was agreed that the Clerk should seek further advice from BALC.
16. **Notifications and Correspondence:**
  - i. 19 October letter from Jim Stevens, Head of Transport, Buckinghamshire County Council on progress with street light switch off trials. Comments invited by 11 December. (e-mail 17 October from Clerk also refers.). It was agreed that the Council should respond regarding the lighting on London Road outside the proposed site for the waste transfer station. If the planning application CH/2011/60005/BCC was successful it would make little sense to reach a final decision now about the lighting on this stretch of road given the serious safety concerns about future access to the site.
  - ii. Matters Arising – Autumn 2011 newsletter from Buckinghamshire Association of Local Councils.
  - iii. The Playing Field –Autumn 2011 Buckinghamshire Playing Fields Association newsletter.
17. **Any Other Business:** (i) *Olympic Site Live*- The Chairman advised that the opportunity to host a live event had been offered at the invitation of Chiltern District Council. However, after discussions between the Clerk and CDC's Principal Leisure and Community Officer it had been agreed that Westwood Park was not a suitable venue.
18. **Date of next meeting:** Wednesday 14 December 2011 at approximately 8.30pm after the Planning Committee which is at 7.30pm.

Signed.....

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