

**Minutes of a Meeting of Little Chalfont Parish Council**  
**Held on Wednesday 11 January 2012 at 7.30pm in the Village Hall**  
**Cokes Lane, Little Chalfont**

**Present:** Cllr M Dear; Cllr B Drew (Chairman); Cllr J Hinkly; Cllr L Hunt; Cllr D Rafferty; Cllr M Parker and Cllr V Patel (item 8 onwards).

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

1. **To receive apologies for absence:** None
2. **Approval of the minutes of the meeting held on 14 December 2011:** These were approved as a correct record and were duly signed by the Chairman.
3. **Proposal to suspend standing orders enabling members of the public to speak:** No members of the public were present.
4. **To receive declarations of interest:** None
5. **Items for Any Other Business:** (i) Government announcement on HS2. (ii) Parish Meeting Speaker.
6. **Chairman's Report:** This had been previously circulated. In particular it was noted that the next newsletter would hopefully be ready for distribution late February to early March. Councillors joined the Chairman in congratulating Bell Lane School on recently reported significant pupil progress across the school.
7. **Clerk's Report:** This had been previously circulated. Following receipt of the Clerk's 30 December letter regarding the parameters of the Parish Council's involvement with the future maintenance of the **Community Park** the Chairman of the Charitable Trust had drafted a document entitled "Memorandum of Understanding". The wording of this had been circulated in advance of the meeting together with suggested amendments by the Clerk that reflected more precisely the undertakings given by the Council. These amendments and an additional change suggested by Cllr Parker were agreed. The Chairman was given authority to sign the agreement subject to incorporation of these amendments.
8. **Financial matters:** (i) *Income and Expenditure Report*- circulated previously and discussed in brief in view of the fact that there had been little movement over the holiday period. (ii) *List of payments and cheques to be signed*- Payments totalling £11,223.93 were approved and this included £2115 of s137 payments for hanging baskets in the village (iii) *Precept 2012/13* – it was confirmed that Chiltern District Council had been informed of this Council's precept requirements ; (iv) *to note receipt of a letter dated 20 December 2011 from D Blackwell, VAT Officer HMRC, requesting visit to verify recent VAT return* – The Clerk confirmed that the VAT inspector would be visiting on 16 January. (v) *to discuss and if appropriate agree to a proposal that £50,000 be invested in an account with the Co-operative Bank* – following discussion it was agreed, subject to the transfer of £25,000 from the HSBC account to the Lloyds TSB current account, that a General Investment Account with a twelve month term and an interest rate of just over 2% (payable on termination) should be opened with the Co-operative Bank.
9. **Governance and Accountability:** The schedule of actions circulated previously by the Clerk was agreed. Cllr Parker agreed to undertake the review of internal audit.
10. **Reports (as appropriate) from outside bodies:** (i) *Buckinghamshire County Council's event "Bucks 2012 Programme Launch" held on 15 December 2011* – Cllr Hunt had attended and had been impressed by a presentation given by a silver medal winning paralympian. Because Buckinghamshire is a host County, twenty banners will be placed around the boundary welcoming people to Buckinghamshire. Cllr Hunt was waiting to hear if one would be placed on the A404 at the boundary with Hertfordshire. (ii) *The Library Committee* had met on 10 January. (iii) *LCCA*- a meeting was being held this evening and Cllr Parker would report back once he received the minutes. (iv) *LAF*- the next meeting would be on 8 February and Cllr Drew would be expected to report back on bids for transport and localities budget funding. Following a discussion,

it was agreed that funding towards the cost of the new entrance into the Community Park should be a priority bid. In addition, the following were agreed as suitable projects for the future: second half of a multi use games area (MUGA) at Westwood Park; footpath lighting on the route along the railway adjacent to Bedford Avenue; a barrier or bollard to prevent unauthorised vehicular use of the same path; cycle racks in the village centre; a contribution to preparatory work at the Community Park eg fencing and/or clearing.

11. **Councillor Vacancy Little Chalfont South Ward:** The Chairman drew attention to the vacancy for a councillor in Little Chalfont South ward. It was agreed to seek candidates in the next newsletter.
12. **Response to 28 November 2011 letter from Chief Inspector Ian Hunter setting out proposals for front counter service in Thames Valley police area:** The Clerk's draft response had been previously circulated and was now agreed.
13. **Parking in Little Chalfont- to discuss the possibility of instigating a parking survey with a view to developing improvements.** Following a discussion it was agreed that Cllrs Parker and Rafferty would take the lead on this issue. Liaison would take place with the LCCA with regards to mustering volunteers to institute a survey and in the meantime the matter would be raised with the police who would be asked to tackle known problem areas on a more regular basis. A suitable article would also be included in the forthcoming newsletter.
14. **Youth Panels/ Councils - to discuss the possibility of implementation in Little Chalfont (Clerk's 30 December e-mail refers):** There were mixed views on the efficacy of youth panels. It was agreed that the Clerk should seek the views of other Council's who already had youth panels in place and report back at a later date.
15. Notifications and Correspondence:
  - i. 23 December e-mail from Claire Quilley, Parking Services Officer, Buckinghamshire County Council re Experimental Traffic Regulation Order for Beel Close.
  - ii. 19 December letter from Anwar Zaman, Engineer, Chiltern District Council re Road Closures for special events.
  - iii. 22 December letter from CDC advising use of Little Chalfont Village Hall required for Police and Crime Commissioner Election on 15 November 2012.
  - iv. BCC 5 December invitation (received 30 Dec) to County Council and Health Service "have your say sessions".
16. **Any Other Business.** (i) *HS2* – The Chairman formally confirmed that the proposed HS2 route had been agreed by the government subject to some additional tunnelling between Amersham and Great Missenden. Consideration would be given to further action that should be taken by the Parish Council. The matter will be discussed on 15 February. (ii) *Parish Meeting Speaker*- it was agreed to invite the Metropolitan Line manager.
17. **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:** The resolution was agreed.
18. **Buildings Working Party Update:** Minuted under confidential minute 18 of this 11 January meeting.
19. **Date of next meeting:** Wednesday 15 February 2012 at 7.30pm in the Village Hall.

Signed.....

Date.....