

Minutes of a Meeting of Little Chalfont Parish Council
Held on Wednesday 12 February 2014 at 8.00pm
In the Village Hall, Cokes Lane, Little Chalfont
(Following the Planning Committee meeting at 7.30pm)

Present: Cllr B Drew; Cllr J Hinkly; Cllr D Rafferty; Cllr M Parker (Chairman); Cllr V Patel and Cllr J Wyper.
In attendance: Mrs J Mason, Clerk.

1. **Apologies for absence:** These were received from Cllr L Hunt and Cllr J Walford, OBE.
2. **To accept a resolution that standing orders be suspended** to allow any members of the public to speak (10 mins): Not applicable.
3. **To receive and approve the minutes of the meeting held on 8 January 2014 and of the two extraordinary meetings held on 21 January and 31 January 2014:** These minutes were received as a correct record and were signed by the Chairman as such.
4. **To receive declarations of Interest:** None.
5. **Approval by Chairman of items for any other business:** None.
6. **Chairman's Report:** This had been previously circulated. The Chairman updated the Council regarding a war memorial and Remembrance Day parades in Little Chalfont. He reported that following initial informal discussions he had met with a favourable response from the local churches and the girl guides. The Council **agreed** that the Chairman should call an exploratory meeting of all interested parties and report back after that meeting. In the meantime the Clerk would contact the local branch of Royal British Legion to seek their views and advice.
7. **Clerk's Report:** This had been previously circulated. An update was given by Cllr Parker on the site meeting that morning that he and the Clerk had had with Cllr Martin Tett and Paul Snell (Local Area Technician) to discuss concerns arising from the highways report on the **Donkey Field development** as set out in the Clerk's 28 October 2013 letter to Cllr Tett. A thorough and helpful discussion had taken place on the various issues. Of particular note the Parish Council's preferred configuration of double yellow lines had been thoroughly discussed and County Council representatives had agreed to get in touch with the site developers to see if they would install a traffic calming "table" at the entrance to the site as part of their s278 Highways Act obligations. In addition, the County Council would make arrangements to clear rubbish, rotting vegetation and mud from the ditch to alleviate flooding. Cllr Patel had heard that there was a soak away from Chenies Parade into the Donkey Field. The Clerk will investigate. With regard to the **10 March meeting about the Nature Park** with representatives of the LCCT, Cllr Wyper has agreed to attend (together with the Chairman and Clerk). The Parish Meeting arrangements for 7 May are progressing well. Cllr M Tett (Leader, BCC) and Superintendent S Hockin have agreed to speak and it is hoped that Kate Lewis from GE Healthcare will similarly accept her invitation. If a further speaker is required Cllr Walford had suggested a representative from the South Bucks Community Bank whose launch she had attended on 24 January 2014. It was agreed this would be followed up depending on Ms Lewis' response.
8. **To receive reports, as appropriate, from members of outside bodies and working parties:**
 - (i) **LCCA-** Cllr Parker reported that the three main issues discussed had been the useful work on the local plan undertaken by Dr Challoner students; the setting up of the Donkey Field development liaison group which will have its first meeting shortly and the 10 March meeting (see item 7 above) about the Nature Park.

- (ii) *Village Hall Management Committee 20 January 2014*– Cllr Drew reported that the U3A representative on the committee was now Ian Hutt. An update on maintenance, the community centre project and income and expenditure had been given. In view of the cost of moving the electrical consumer board from the office to the main hall, the committee had reviewed its suggestion that the cooker be replaced. This had recently been checked by the Council’s gas contractor and was in good order. It was further noted that a replacement commercial cooker would require the installation of an integral extraction system that would be very costly. Finally, the committee had supported an increase in hall hire charges (possibly up to 4%). These will be reviewed at the 12 March meeting of the Parish Council.
- (iii) *Westwood Park Working Party 16 January 2014* – Cllr Drew reported that a new site for Westwood Park Football Club’s proposed storage facility had been discussed, adjacent to the MUGA and near the pavilion. The club were now proposing a wooden shed and the new location was out of the sight line of most neighbours. The club were investigating costs and would also discuss the proposal with Cllr Peter Martin. Once all the necessary information was available the Council will be able to discuss the matter further. Possible LAF funded projects had been proposed. See item 12 below. A review of pitch and pavilion charges had also been discussed and the working party members had supported the principle of an increase. This will be reviewed at the 12 March meeting of the Parish Council. Finally, the Assistant Clerk will make arrangements for she and the Chairman to view the composting toilet owned by Chesham Bois Parish Council. Parking is in demand at weekends and this has led to drivers using the verges in the park which are becoming churned up and unsightly. The Clerk will progress Spruced-Ups recommendation that white posts be installed in the verges.

9. Report by Chairman following his attendance at *(i) Liaison Meeting held at MKBALC on 22 January 2014* – The main topic had been Tfb’s consultation with Towns and Parishes which had concluded that a substandard service was being provided. This had resulted in the recent reorganisation of local Area Technician teams, which means each technician has back up from an office based team member. Chris Williams, Chief Executive of the County Council had also made a presentation and future cuts of £60 million had to be made. The Chairman hoped that the devolution of services to Towns and Parishes would move forward as this would reduce the County’s costs and improve service to residents; *(ii) Liaison Meeting with Town and Parish Chairmen, held at CDC on 23 January 2014*: The meeting had included a very useful presentation on precepts and the localisation of council tax benefit.

10. Financial matters: *(i) List of payments and cheques to be signed* – A schedule of payments made since the last meeting had been previously circulated and was discussed. Payments totalled £19,574.93. The schedule was approved by the Council and signed by the Chairman. A second schedule of direct debits from December 2013, totalling £1298.27, was also presented and was similarly approved and signed. *(ii) Income and Expenditure Report* – The report had been previously circulated and was discussed.

11. HS2 Consultation:

- (i) *Update on current consultation (Environmental Statement) and Parish Council response (Cllr Hinkly)* - The draft Parish Council response had been circulated in advance of the meeting. The Chairman thanked Cllr Hinkly for the time he had spent researching the issues and preparing such a well written and clear response. There then followed a detailed discussion. Attention was drawn to the fact that in addition to the section dealing with the environmental impact on Little Chalfont the response, as drafted, was against the concept of HS2 as well as the route. This was a shift from previous discussion when the route had been the main concern. Notwithstanding, a resolution to adopt and send the response as written (subject to some minor editorial amendments) was put to the Council. A vote followed. One councillor abstained and a majority of five voted in favour of the resolution. It was agreed

that the Clerk should send the response very early in the week commencing Monday 24 February and that if councillors had any further minor changes to suggest, they should send them to Cllr Hinkly in the course of the coming week.

- (ii) *To consider and, if appropriate, determine whether the Parish Council should take the steps necessary to allow it to petition against the HS2 Hybrid Bill* – On 30 January 2014 Cllr Hinkly had attended a seminar on the petitioning process. It had since come to light that compliance with s239 Local Government Act 1972 would involve placing a notice in the local paper, giving 10 days notice of the meeting when the decision to petition will be taken (which is in addition to the normal notice required for a meeting) and appointing an agent. Following a discussion it was unanimously agreed not to take the steps necessary to petition. This decision was reached in view of the cost, the limits to the time and resources that could be dedicated to the process and the lack of impact a petition from this Council might have because it is not so directly affected by the HS2 proposals as many others.

12. LAF Projects 2014/15: Update on status of applications – The Clerk had submitted two applications. The first was for the crossing from Halifax House to Chenies Parade and the second was for specialist fencing around the MUGA. It seemed likely that the full amount requested for the crossing would be awarded and 50% of the MUGA costs. It was agreed that if this was the case, then the Council would pay the other 50%. However, confirmation of awards would not be available until after the 19 February meeting of the LAF. It was noted that the proposed projects to install fitness equipment at Westwood Park and plant trees along the A404 were not eligible for LAF funding, according to the criteria set for 2014/15. The Clerk would report to a future Council meeting on the possibility of undertaking these projects from Council reserves.

13. Marion Orpen Prize: *To (i) consider a suggestion made by the head teacher at Little Chalfont Primary School that two prizes should be awarded each year and (ii) decide whether or not this suggestion should be implemented* – It was agreed unanimously that the head teacher should be advised that there would be no change and only one prize will be awarded annually to each school.

14. Parish Council Newsletter April 2014: *To discuss and agree format, content and timing* – It was agreed that the next issue would be distributed in April and that the current format would be maintained for the time being. Cllr Drew will discuss the future format and editorial matters with Cllr Walford on her return. Councillors will advise Cllr Drew of any copy they wished to contribute and drafts will be circulated for comment in the usual manner.

15. Review of Policies and Procedures – *to discuss and if appropriate agree, amendments to the following (circulated prior to the meeting):*

- (i) Financial Procedures – These were discussed and the amendments suggested by the Clerk were approved subject to some minor changes.
- (ii) Grants and Donations Policy – This was discussed. The revised policy suggested by the Clerk, which also incorporated changes suggested by Cllr Parker, was agreed.

16. Reports and Notifications:

- (i) *Invitation to raising of Commonwealth Flag on Monday 10 March, at Chiltern District Council-* The Chairman will accept this invitation to attend.
- (ii) *Invitation to Transport for Buckinghamshire Conferences - 3 April 2014.* The Chairman and Clerk to attend.
- (iii) *Chairman, Chiltern Society, 31 January letter about BCC proposal to pass some of their rights of way maintenance funding to Parish Councils. (Attached with agenda.)* The Clerk has asked for this matter to be raised at the conference on 3 April (see item 16 (ii) above).
- (iv) *Notification that the Care Quality Commission will be inspecting Stoke Mandeville and Wycombe hospitals on 18 – 21 March 2014.* Focus group meetings are being held at each hospital on 5 March 2014.

(v) *CDC Planning Enforcement Briefing for Town and Parish Councils*- Cllrs Parker and Rafferty will attend and the Clerk will request that the briefing take place on 19 March 2014 (other dates suggested 11 and 12 March).

17. Any other Business: None.

18. *A resolution was agreed 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 . (Minuted below as no confidential information is recorded.)*

19. To discuss a commercial matter relating to land owned by the Parish Council: Following a discussion Cllrs Drew, Hinkly and the Clerk were authorised to continue no obligation discussions on the various options and report back.

20. Date of Next Meeting: Wednesday 12 March 2014 at 7.30 pm in the Village Hall, Cokes Lane, Little Chalfont.

Signed.....

Date.....