

Minutes of a meeting of Little Chalfont Parish Council

on 14 October 2015 at 8.15pm

in Little Chalfont Village Hall, Cokes Lane, Little Chalfont

Present: Cllr M Davis, Cllr B Drew (Chairman), Cllr I Griffiths, Cllr C Ingham, Cllr M Parker, Cllr V Patel, Cllr D Rafferty, Cllr G Roberts, Cllr J Walford.

Members of the public: None.

In attendance: Mrs N Meldrum (Clerk)

1. **Apologies for absence:** None
2. **To accept a resolution that standing orders be suspended to allow any members of the public to speak:** Not applicable.
3. **To receive and approve the minutes of the meeting held on 9 September 2015:** These were approved as a true record of the meeting and duly signed.
4. **Declarations of interest:** None
5. **Approval by Chairman of items for any other business:**
 - (i) Trees on Chenies Parade
 - (ii) Parking outside shops on Elizabeth Avenue
 - (iii) Town and Parish Council event on 25 November
 - (iv) Chalfont Heights meeting on 21 November
 - (v) Active Bucks
6. **Chairman's Report.** It was agreed that the new seating arrangement for meetings was an improvement on the previous arrangement. Cllr Drew suggested that for Council meetings an additional table could be set up for the Chairman and the Clerk facing members of the public. Cllr Drew confirmed he would be attending the next LAF meeting on 21 October. It was also confirmed that the LAF Transportation bid that BCC would need to cost had been submitted at the beginning of September. Cllr Patel suggested an additional idea of installing dropped kerbs in areas of Elizabeth Avenue to improve access for wheelchairs. The Clerk will check if it is too late to submit an application for 2016-17. Other bids which the Parish Council can cost itself can still be submitted. It was agreed that the priority was to bid for lighting in the underpass near Beel Close. Negotiations with London Transport were ongoing about permissions to use electricity for example. Once this is agreed, a bid can be submitted. It was agreed that a bid for an additional MVAS was no longer a high priority as the existing MVAS was easier to move than originally envisaged.
7. **Clerk's Report.** It was highlighted that the final planned grass cut of the year had taken place. The rate of growth over the verges would be monitored over the next few weeks depending on the weather conditions to see if an additional cut was required before the winter. Cllr Ingham highlighted there were still lots of weeds in Amersham Way and Oakington Avenue. It had been agreed at the Parish Council meeting in July that the internal walls of the village hall should be repainted. The hall still has a heavy usage and should be presentable for current users. The cheapest quote (from Bucks Decorators) was agreed.
8. **Reports from working parties**

- (i) Little Chalfont Community Library – The extension to the Library has begun this week. Once the work is completed, there will be an area for a computer suite.
- (ii) Westwood Park Working Party. No meeting has taken place since the last Parish meeting, however, the parking situation on Saturday mornings was highlighted. Cars are still parking on the pavement on the approach to the park which is causing a safety hazard for pedestrians. Cllr Drew suggested that the area where the posts have been installed could have a section marked out on the edge which would allow cars to park 2 wheels which may help to alleviate the problem.
- (iii) Village Hall Working Party – John Hinkly was re-elected as chairman at the annual meeting. A member of the group from the Evening WI has kindly offered to look after the noticeboards in the village hall. No one had come forward as secretary. There had been a discussion about defibrillators and further advice was being sought. Cllr Drew raised the issue of the first responder scheme which will be discussed at the LAF meeting on 21 October and will report back to the next meeting.
- (iv) Community Buildings Working Party. It was reported that it had been agreed to wait until the initial indications of the green belt review before a number of issues were progressed. Costs had just been received from the architects about initiating reports from the arboculturalist and the ecologist about the area of ancient woodland. These reports would be actioned. Cllr Drew and Roger Funk would be shortly meeting with Cllr Martin and Cllr Philips to discuss the current plans and the next steps.
- (v) Local Business working party. Cllr Roberts reported that Peter Burgess from the LCCA had spoken to shopkeepers about the advertising issue but there was no outcome from this conversation. The new coffee shop KoHo had contacted the Parish Council about how they could help in the village and suggested bicycle racks could be installed on Nightingales Corner. It would be examined further to see if this could help with the advertising issue. Cllr Parker reported that he was undertaking a walkabout with a representative from the Chiltern Disability Forum to look at the street furniture in the village.
- (vi) Nature Park Action Group. Cllr Roberts reported that the tenders for the paths had been received and the prices were higher than anticipated. The action group were looking to secure more funds, including an application for SITA. The results of this application would be announced in February 2016. It was reported that lots of work is still taking place in the Nature Park, including the planting of a series of cherry trees.
- (vii) Report on meeting with BCC Local Area Technician. Cllr Patel reported on several issues from this meeting. This included the kerb erosion and road erosion in Harewood Road which would be dealt with by BCC. The road outside the fish and chips shop had been repaired, as had the pothole in Cokes Lane. However, it was noted that some subsidence had appeared around the recent repair.

9. Financial matters:

- (i) List of payments and cheques to be signed. A query was raised about the size of a grounds maintenance payment. The Clerk confirmed that an agreement had been made to submit invoices quarterly in the future.
- (ii) Income and expenditure report: Cllr Parker raised a query about several lines of expenditure in the report. The Clerk reported that invoices had been issued for the football clubs for the first tranche of the season. Some lines had been misposted due to changes with the new financial system but these would be updated shortly.

- (iii) Budget Preparation 2016/17. It was agreed that Cllrs Davis, Drew and Parker would meet with the Clerk to discuss the budget for the next financial year with a view to finalising the proposals at the Parish Council meeting on 9 December. A meeting would be set up shortly.
- 10. Parish Council newsletter:** Cllr Drew thanked Cllr Walford for all of her hard work in putting together the latest edition of the newsletter. The Clerk reported that the final version had been sent to the printers that afternoon. Cllr Drew asked that if there were any volunteers to help distribute the newsletter they should contact himself or Adrian Lockyer directly.
- 11. Remembrance Sunday parade and ceremony:** Cllr Drew reported that all of the arrangements were now confirmed. A service would take place at the Methodist Church which would be followed by a parade by the Scout and Guide organisations to the village green. A short service would then be conducted at 10.45 by the new superintendent of the Amersham Methodist Circuit, assisted by Anglican and Methodist clergy. The trumpeter who had played at the service last year had also agreed to return. Cllr Roberts asked if it was permitted for the roads to be closed for the minute silence. Cllr Parker agreed to ask his contact at the Thames Valley police.
- 12. Nature Park Lease legal advice:** In the light of the discussion at the last Parish Council meeting and subsequent correspondence particularly regarding the water supply, Cllr Drew asked if all councillors were content to agree the schedule. It was confirmed that councillors were happy to move onto the next stage for the lease to be examined by our solicitor; this to include confirmation that references to 'utilities' etc. will not prejudice the Council's rights at any time in the future. Once the lease was finalised, it would be signed but responsibility would not transfer to the Parish Council until nearer the opening day of the Nature Park.
- 13. Update on parking issues:**
- (i) **Parking Review.** Cllr Parker reported that Bucks County Council had requested another meeting to discuss the proposals in advance of the formal consultation. This will take place on Friday 23 October. It was expected that the yellow lines would be implemented in Burtons Lane at the end of November. Cllr Drew reported that the LCCA were planning to send out notices to local residents regarding this change.
- (ii) **Speedwatch.** Cllr Roberts confirmed that the first Speedwatch session was planned to take place on Thursday 15 October. It would be carried out on White Lion Road.
- (iii) **MVAS:** The MVAS was currently situated in Cokes Lane and would remain there until November. It would then be moved to Burtons Lane in the week prior to the implementation of the yellow lines. Cllr Drew reported that the system collected a huge volume of data but that it was not very user friendly. Cllr Walford offered to look at the data.
- 14. Statters Field:** Residents had attended the Parish Council meeting in April to request the Parish Council's help in the application to make the footpath around Statters Field a right of way. This was approved and residents have been obtaining evidence, in line with the guidance, from long term users of the field. The evidence has now been given to the Parish Council and the application could now be submitted to Bucks County Council.
- 15. Dates of next meetings 2016:** Cllr Griffiths asked if council meetings and planning meetings could be consolidated any further. Cllr Drew explained that planning meetings were dictated by the dates of the Chiltern District Council planning committee and so meetings were only combined when the date of both meetings fell in the same week. It was

suggested that when meetings were on the same evening the start time could be brought forward to 7pm. Dates of forthcoming meetings had been publicised in the latest edition of the newsletter.

16. Confirmation of representatives to attend future meetings:

(i) Emerging Local Plan – 21 October 2015. Cllr Parker and Cllr Rafferty volunteered to attend this meeting.

(ii) BALC AGM – 3 November 2015. A representative for this meeting would be decided later as it coincided with the next planning committee meeting.

17. Assistant Clerk vacancy: Cllr Drew reported that interviews had taken place for the position and it was hoped to confirm the appointment over the next few days.

18. Reports and Notifications:

(i) Temporary Traffic Regulation Order: Road closure of Stony Lane (circulated 7 October 2015)

19. Any Other Business:

(i) **Trees on Chenies Parade.** It was reported that a number of trees on Chenies Parade were becoming overgrown and needed attention. Cllr Drew reported that the trees were the responsibility of Bucks County Council. The Clerk will contact the local area technician.

(ii) **Parking outside shops on Elizabeth Avenue.** Cllr Patel reported that the parking area outside the shops was frequently being used by residents rather than shoppers. Cllr Drew explained that the Parish Council had no jurisdiction to put up a sign in this area but would raise the issue at the parking meeting with Bucks County Council.

(iii) **Town and Parish Council event – 25 November 2015.** Cllr Griffiths and Cllr Roberts agreed to attend this event.

(iv) **Chalfont Heights meeting – 21 November.** The Parish Council have been contacted to attend an event with the local police and Paradigm Housing to meet with residents to discuss speeding within the area of Chiltern Heights. Cllr Ingham agreed to attend this event.

(v) **Active Bucks** Cllr Drew reported that information had been received from the Active Bucks programme with a list of ideas for funding and asking for priorities to be expressed. Councillors were asked to vote on their preferences. The top two priorities were the development of community walks and activities in parks.

20. 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.

21. Review of staff contracts. – Separate confidential minute refers

22. **Date of Next Meeting:** Wednesday 11 November 2015 in Little Chalfont Village Hall at 7.30pm.

Signed..... Date:.....