

Minutes of a Little Chalfont Parish Council meeting

Held in the Village Hall, Cokes Lane, Little Chalfont

Wednesday 14 March 2018 at 7.30pm

Present: Cllr M Crowe; Cllr B Drew; Cllr I Griffiths (Chairman); Cllr M Parker; Cllr V Patel; Cllr J Walford OBE.

Members of the public: Mr M Arnold, Mr I Goulton and Ms M Bagshaw.

In attendance: Mrs N Meldrum (Parish Clerk)

1. **Apologies for absence:** Cllr D Alexander, Cllr C Ingham, Cllr D Rafferty. County Councillors Cllr N Brown and Cllr M Tett and District Councillor Cllr C Jackson also apologised.
2. **To receive and approve the minutes and the confidential minutes of the Parish Council meeting held on 14 February 2018:** The minutes had been previously circulated and were approved. The Chairman signed both sets of minutes as a correct record of the meetings.
3. **Declarations of Interest:** Cllr I Griffiths (item 11 with regard to Chessfield Park)
4. **Approval by Chairman of items for any other business:** (i) Representative on Nature Park Management Group and the COAM Liaison group (ii) Area at rear of village hall (iii) Unitary authority proposal.
5. **To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 minutes):** Mr Goulton gave a presentation about the parking problems experienced in Linfields. Issues are cars parking very tightly in front of houses making it difficult to exit driveways, parking on grass verges and double yellow lines. Due to the parking and the narrow shape of the road, it was difficult for refuse vehicles to collect rubbish. Mr Arnold also raised it would be difficult for the emergency services to gain access to the road. Ms Bagshaw noted that vehicles started to park early in the morning when there was availability in the station car park.
6. **Chairman's Report:** There were no questions on this report.
7. **Clerk's Report:** The report had been previously circulated. Councillors discussed the possibility of the Rectory Meadow surgery in Amersham being added to the list of venues for the taxi concessionary scheme. It was agreed that it should not be included at this stage. Councillors also noted that the woodland den which was proposed to be installed in the Nature Park could be implemented under permitted development rights provided all of the requirements were met. The Nature Park trustees had undertaken the necessary conversations with Chiltern District Council. The developments with the street lighting contract with regard to insurance and also the telephone broadband contract were also noted.
8. **To receive reports, as appropriate, from members of outside bodies and working parties:** (i) Nature Park. It was noted that the carving of the red kite would be re-installed in the park as soon as its designer was available. (ii) LCCA. Cllr Parker reported that the headmaster of the Dr Challoners High School had attended the recent meeting and had given an interesting update. It was also confirmed that the webmaster of the Nature Park website was leaving the area shortly.
9. **Financial matters: (i) List of payments and cheques to be signed.** The payment schedule was approved and signed. **(ii) Income and expenditure report.** Cllr Parker asked about the income for the scout hut and also the payments with regard to grounds maintenance to Westwood Park. The Clerk confirmed the council were awaiting an invoice. Cllr Parker also asked about the payments relating to the Local Plan. The Clerk will provide a list of payments to date. It had previously been agreed that any surplus in this line would be transferred to the LCCA to cover their expenditure in this joint project. **Action: Natasha Meldrum.**

- 10. Insurance.** The costs of the insurance for 2018-19 had been detailed in the Clerk's Report. In 2017, the parish council had set up a three year agreement with Hiscox. This had been taken into account and the insurance had been based on the sums insured which were index linked by 4%. Cllr Walford asked the Clerk to check this amount with the insurance brokers given the level of inflation. **Action: Natasha Meldrum.**
- 11. Parking Review:** (item discussed as item 6). Cllr Parker noted that in the most recent parking survey Linfields residents did not respond in sufficient voice and the issue was not promoted as a problem at the time. Parking displacement has exacerbated the problem. Cllr Tett's suggestion of white lines outside homes in Linfields was also raised. It was noted that if restrictions were added to Linfields this would cause further parking displacement to roads such as Appleton Close, Yarrowside and Harewood Road. Cllr Parker reported that a follow up to the parking implementation in 2016 was anticipated and sufficient complaints had been received from the majority of roads included in the review. However, it was noted that the costs of the review were high – similar to that of the costings provided in 2016 for a larger area. It should be recognised that there were some standard costs to be paid irrespective of the number of roads covered. Cllr Patel also noted that problems were being experienced in Charsley Close and Marygold Walk. Councillors voted unanimously to approve the parking review. Councillors also approved the funding of £9676.75. This funding could be earmarked from the reserve in 2018-19. Cllr Parker said a survey could be undertaken for Charsley Close and Marygold Walk to see if a substantial proportion of the residents were in favour of the implementation of parking restrictions. It may be possible to incorporate these roads into the review at a later date. Cllr Parker also noted he had been made aware recently of parking issues in Applefields which currently had no restrictions. This area may also need to be looked at separately. **Action: Michael Parker, Natasha Meldrum.**
- 12. Local Plan.** Cllr Parker reported that some meetings were scheduled at Chiltern District Council at the end of March which provided the last opportunity to express views about the draft Local Plan. A letter had been drafted setting out the main objections and concerns of the Co-ordination Group. A draft of this letter had been previously circulated. Two small drafting amendments were reported. Councillors voted unanimously to approve the letter to be sent to Chiltern District Council. Cllr Griffiths agreed to sign the letter on behalf of the parish council.
- 13. Local Area Forum:** Cllr Griffiths reported that at the recent LAF meeting four of the projects submitted by the Local Area Forum had been approved. The projects approved are a warning sign at the entrance to the Nature Park, a 20mph advisory speed sign outside the Chalfont Valley E-Act Academy on Bell Lane, bollards adjacent to the footway on Stony Lane and a feasibility study for traffic on the junction of Cokes Lane and Nightingales Lane. All of these projects would be match funded by the parish council.
- 14. Request for financial support:** A request had been received from the Community Library for a contribution to the paving work which was planned outside the Library. Cllr Parker noted the library had a maintenance reserve for this type of project. However, the footfall outside the library was noted and councillors agreed to contribute a one off payment of £500 as a goodwill gesture to the Library. **Action: Natasha Meldrum.**
- 15. Request for an additional bench at Westwood Park.** Cllr Crowe reported that he had received a letter from residents and users of the park requesting a bench adjacent to the pavilion. Costs of benches range in price. It was agreed to investigate benches of a similar style to those in the park already in the park if possible given the age of the benches. It was agreed to place an article in the newsletter to see if any resident wished to sponsor a bench. The Clerk also reported costings had been received to create a concrete surface underneath the benches in Westwood Park.

Investigations about other materials which could be used will take place. **Action: Janet Walford, Natasha Meldrum.**

16. **Grit bins.** Following the article in the LCCA newsletter and communications with residents, several requests for new grit bins had been received. Locations included Cavendish Close, Bell Lane and Oakington Avenue / Station Road. It was agreed to investigate placing grit bins in the first two locations. Further research would take place about the location of the bin in Oakington Avenue. Grit bins had to be purchased from Bucks County Council. **Action: Natasha Meldrum.**
17. **Westwood Park – showers.** Following a revised quote from the plumber and a discussion on requirements, it was reported that the existing plumber felt the job to only replace the showers was too small. A quote had been received from another plumber which was comparable. However, a cheaper quote had also been received from Amersham Town Council to undertake all of the work in the changing rooms included the replacement of the flooring and the installation of new showers. The reduction in labour costs had made a difference. Councillors agreed unanimously that Amersham Town Council should undertake the work. Three quotes had been received to resurface areas of the car park at Westwood Park where damage has occurred. A query will be followed up with regard to one of the quotes and the issue will be discussed at the next parish council meeting. **Action: Natasha Meldrum**
18. **Parish meeting.** It was reported that Cllr Alexander had arranged for Mr Hacking, the new headmaster at Little Chalfont Primary School, to speak at the parish meeting. The Clerk will confirm the details with Mr Hacking. In addition, a positive response had been received from Affinity Water about the meeting. The Clerk will continue to follow this up. **Action: Natasha Meldrum.**
19. **Parish newsletter.** Cllr Walford had circulated a list of topics for inclusion in the newsletter with authors attributed to each section. Additional items to be included were developments with the Local Plan and the potential move to a unitary council. Cllr Walford noted that copy is required by 4 April.
20. **Village Day.** A parish council stall was set up on Village Day for the first time in 2017. It was agreed that a stall would be arranged again. Cllr Griffiths would enquire about the availability of a gazebo. **Action: Ian Griffiths, Natasha Meldrum.**
21. **Hedging and vegetation:** It was agreed that the same approach to assessing overgrown hedging and vegetation would be adopted again. The schedule would be updated to incorporate Cllr Crowe and Cllr Alexander. If councillors were unable to check their allocated roads it was agreed they will notify the Clerk. **Action: Natasha Meldrum.**
22. **Meeting dates for parish and planning meetings.** It was noted that the Chiltern District Council planning committee schedule had changed to meetings taking place every four weeks. It was agreed that the parish council meeting dates would move to the same system. However, it was acknowledged that the planning meetings may well have more planning applications to consider each meeting. It was agreed that when planning committee meetings and parish council meetings were held on the same evening, the planning meeting would commence at 7pm. Cllr Drew questioned if all councillors would be required to be members of the planning committee.
23. **Reports and Notifications:** All documents were noted. The Clerk will re-send the details of the Silent Soldier campaign. **Action: Natasha Meldrum**
24. **Any Other Business.** (i) Representative on Nature Park Management Group and the COAM Liaison group. Cllr Crowe agreed to become a member of the Nature Park Management Group. Councillors were not able to attend the forthcoming COAM meeting, but a representative would be available for the subsequent meeting. (ii) Area at rear of village hall. It was noted that the temporary fencing at the rear of the village hall was deteriorating. It was agreed the temporary fencing should be strengthened and signage improved. **Action: Natasha Meldrum.** (iii) Unitary authority proposal. The

announcement that the Secretary of State for Communities was minded to accept the unitary proposal set out by Bucks County Council was noted. A consultation process was underway. The parish council agreed to maintain a neutral stance.

25. Date of Next Meeting: Wednesday 11 April 2018 in the village hall at 7.30pm.

Signed..... Date.....