

**Minutes of a Little Chalfont Parish Council meeting  
Held in the Village Hall, Cokes Lane, Little Chalfont  
Wednesday 11 September 2019 at 7.30pm**

**Present:** Cllr M Crowe; Cllr B Drew; Cllr I Griffiths; Cllr M Parker; Cllr D Rafferty; Cllr J Walford.

**Members of the public:** One resident of Elizabeth Avenue.

**In attendance:** Mrs N Meldrum (Parish Clerk)

1. **Apologies for absence:** Cllr D Alexander, Cllr C Ingham, Cllr V Patel. District Councillors Cllr C Jackson and Cllr D Bray and County Councillor N Brown also apologised.
2. **To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 minutes):** Not applicable.
3. **To receive and approve the minutes and the confidential minutes of the Parish Council meeting held on 10 July 2019 and the minutes of the extraordinary meeting held on 7 August 2019:** The minutes had been previously circulated. The Clerk highlighted the proposed amendments from Cllr Ingham and Cllr Parker. These were accepted and were approved. The Chairman signed the minutes as a correct record of the meeting.
4. **Declarations of Interest:** None.
5. **Approval by Chairman of items for any other business:** (i) Haystack.
6. **Chairman's Report:** The report had been previously circulated.
7. **Clerk's Report:** The report had been previously circulated.
8. **To receive reports, as appropriate, from members of outside bodies and working parties:** (i) Westwood Park. Cllr Crowe reported that the work on the showers in changing rooms 3 and 4 had been completed. The re-gravelling in the car park had also taken place. The portable toilets had been in position throughout the summer holidays and would shortly be removed. A working party meeting was due to take place next week. (ii) Nature Park. Cllr Walford reported that a planning application was underway to install signage for the Nature Park through Snells Wood. No registration number had been issued at the time of the Nature Park meeting. Temporary signs were planned at the entrance of the Approach Road however permanent signage would need to be discussed with Chiltern District Council. (iii) LCCA. Cllr Parker reported that issues raised were inclusion of information about the Patient Participation Group in the parish council newsletter, the police operation regarding speeding in Elizabeth Avenue, the Chiltern Visitor Strategy and the possible purchase of an audio system. (iv) Community Centre. Cllr Drew reported that the planning appeal inspector had visited the site and the parish council were now waiting for his report.
9. **Financial matters:** (i) List of payments and cheques to be signed. This had been circulated. Cllr Parker asked if any further information had been received from Chiltern District Council regarding car parking costs for this year. The Clerk confirmed the last correspondence stated the costs would remain the same. (ii) Income and Expenditure report. This report had been circulated. (iii) Budget 2020-21: Cllrs Griffiths, Crowe and Parker agreed to take part in the initial budget preparation for 2010-21. It was also agreed to ask Melanie Davis, a former councillor, if she would be able to assist with the process.
10. **Local Plan:** Cllr Parker reported that the consultation response had been submitted to Chiltern District Council.
11. **LAF funding:** Cllr Griffiths reported that councillors who had responded to the suggestions for projects for LAF funding, had all prioritised traffic safety improvements at the Cokes Lane / Nightingales Lane junction. The Clerk had requested a detailed breakdown of costings for items such as signage, coloured surfacing, lining but this had not yet been received. It was agreed that this application would be submitted, but decisions on the exact nature of the safety measures to be

implemented would be confirmed after the receipt of the breakdown of the costs. It was noted that an analysis of the costs formed part of the LAF process.

- 12. Parking:** An update on the costings of the proposed parking implementation in Elizabeth Avenue had been received from Transport for Bucks giving an estimated cost of £10 -£15,000 given the associated consultation and legal costs. Cllr Drew highlighted the concern for safety in this area given the poor visibility. It was also noted that Elizabeth Avenue formed part of a bus route and was also the recognised route for high sided vehicles who were unable to travel under the railway bridge in Little Chalfont. It was noted that any further project would need to be funded wholly by the parish council itself. Cllr Rafferty raised concerns from residents on parking in St Nicholas Close. Cllr Parker highlighted that a rigorous consultation exercise, both formal and informal, had taken place throughout the village. This area was not raised at the time. An argument was highlighted from Bucks County Council that parking does slow traffic and noted the speeding operations which had recently taken place on Elizabeth Avenue. Cllr Parker suggested a break to see how the latest restrictions worked, being conscious of how cars can be displaced to park in alternative areas. Cllr Griffiths noted the problem with parking near the junction of Bell Lane with Elizabeth Avenue. Councillors also noted the problems caused by parking in Bell Lane. This area had previously been examined but advice from Transport for Bucks was that the visibility splay was adequate so there was no justification for change. It was agreed that in the first instance the Clerk would contact Transport for Bucks to find out if there is a cost to the request to undertake a detailed costing to this project. This would be communicated to all 9 councillors by email to enable a speedy decision to be made.
- 13. Recycling facilities in Little Chalfont:** The change in recycling facilities In Snells Wood car park had taken place. Councillors were asked for any feedback on the change. It was reported that recycling facilities were still viewed as being very important in Little Chalfont and concerns were expressed about the potential increase in litter with the removal of the recycling bins. The Clerk will report the feedback. A request had been received from a hall user for separate recycling facilities for the village hall. The Clerks will monitor the hall bin and its usage.
- 14. Newsletters and Parish Meeting 2019-20:** There was a discussion about timing of the newsletter and parish meeting in 2020, given the purdah period which exists prior to an election. The Clerk will confirm with BALC what the regulations are with regard to purdah. It was agreed that the next edition of the newsletter could be published in November. The Clerk will check on the availability of Adrian Lockyer who kindly arranges delivery of the newsletter. Cllr Rafferty raised the issue of Remembrance Day with regard to the timing of the newsletter. It was agreed that the service would be advertised in the contributions to the local magazines. The Clerk will check on the data from the MVAS.
- 15. Community Improvement Plan:** Cllr Griffiths reported that Mr Funk of the Little Chalfont Community Association had proposed a section in each newsletter regarding the Community Improvement Plan in order to maximise publicity for the plan. This was agreed, although acknowledged that some items may also be included in separate sections.
- 16. Remembrance Day:** Cllr Rafferty reported that Churches Together held a meeting the previous day. A service would take place at the Methodist Church at 9.30 followed by the procession and the service at the war memorial beginning at 10.55. There was a query about the arrangements for the band. This will be confirmed with Mrs Rafferty. The parish council will invite members representing Bucks County Council and Chiltern District Council. Cllr Crowe offered to help with a different sound system if required, after problems had been noted in previous years. Councillors confirmed that the flags could be installed again, together with the Silent Soldiers. Cllr Crowe showed councillors a memorial bench he had viewed. It was noted a similar bench was in Amersham. Costs would be investigated.

17. **Cleanliness in the village:** Cllr Alexander had previously highlighted the issue of increasing litter in the village. It was noted that two bins had been removed, one outside the old Sugar Loaf pub and one at the mini roundabout at the junction of Cokes Lane and White Lion Road. It was agreed to contact Chiltern District Council again about the possibility of increased collections or increased bins in the village. The success of Clean for the Queen day was noted. Cllr Griffiths will speak to Mr Funk about another 'litter day'. Cllr Alexander had also noted that the verges were encroaching on the footway in many places. The Clerk will ask Amersham Town Council for a quote to counteract this.
18. **Bench in White Lion Road:** The incident on White Lion Road which resulted in the collapse of the bus stop and bench was noted. It would be further investigated if a replacement bench could be covered under the insurance. The Clerk will take this forward.
19. **Devolution agreement with Bucks County Council:** It was reported that a new agreement had been offered to the parish council regarding the devolved services of grass cutting of verges, hedges, footpaths and signage. The scope of the agreement and the costs would remain the same. The agreement would last for two years. Cllr Parker suggested obtaining quotes to undertake the work prior to the next parish council meeting.
20. **Unitary authority:** Cllr Griffiths reported the proposals by the new Buckinghamshire Council to divide the county into 14 community boards. Little Chalfont is proposed to be in a group with Amersham Town Council,
21. Amersham Common and Chesham Bois. The response of the LCCA had been received and would be fully circulated and comments requested on the parish council response. It was agreed that parish council expressed similar views on the key areas, Cllr Parker raised a query about the weight of parish councils in voting matters. A response to the consultation will be sent.
22. **HS2.** A letter had been received from Dame Cheryl Gillan regarding the impact of HS2 on the local area. It was agreed a response would be drafted to note there was no direct impact on Little Chalfont, although concern was expressed about the increase in the number of likely lorries in the area.
23. **Nature Park:** Cllr Griffiths reported he had attended a meeting with Mr Funk regarding the proposed paths for the Nature Park. The notes of the meeting had been circulated to councillors.
24. **Good Neighbours:** Cllr Drew reported that he had agreed to be the parish council representative for the Good Neighbours project. A meeting had taken place examining the existing Neighbourhood Watch in the village with a view to encouraging the development of more roads to be included in the scheme. It was agreed the village hall could be used as a meeting venue for a Good Neighbours event.
25. **Reports and Notifications.** All reports listed were noted.
26. **Any Other Business** (i) Haystack: Cllr Drew reported a pile of straw which had been deposited by the side of Station Road. The Clerk will investigate. Cllr Drew also noted a large sign advertising Carters fair which was a potential disruption. It was asked if this sign could be moved.
27. **Date of Next Meeting:** Wednesday 9 October in the village hall at 7.30pm.

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