

**Minutes of a Little Chalfont Parish Council meeting  
Held in the Village Hall, Cokes Lane, Little Chalfont  
Wednesday 13 November 2019 at 7.30pm**

**Present:** Cllr D Alexander; Cllr M Crowe; Cllr B Drew; Cllr I Griffiths; Cllr C Ingham; Cllr M Parker; Cllr V Patel; Cllr D Rafferty; Cllr J Walford.

Members of the public: Mr G Yellowley; Mr M Rolmanis; District Councillor C Jackson; lady from library, gentleman from Your Amersham.

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

1. **Apologies for absence:** County Councillor M Tett.
2. **To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 minutes):** Mr Yellowley spoke in support of the grant application for the community library which had been submitted. He reported the wide range of events in addition to the core services which are held by the library. The high footfall of 20,000 people per year has been maintained over the past three years. The library is renowned for the high levels of book buying which adds to its popularity and often receive visits from other libraries to seek advice on retaining a high footfall. The library has been redecorated this year in line with its lease and has invested in new signage outside the building. Cllr Parker asked why a figure of £7000 had been requested. Mr Yellowley reported that grant from the district council would decrease by several hundred pounds, and also due to the need to update certain items such as the projector. Mr Rolmanis spoke about the increased number of cars parking in Bell Lane which is causing increasing problems for drivers and for residents. Vehicles, including school traffic, are now being forced to park further up Bell Lane where the road narrows, and also in Elizabeth Avenue. Due to the volume of cars parked on both sides of the road, vehicles often have difficulty getting through and gridlock occurs at certain times of day. Mr Rolmanis reported the problem had worsened over the last few months. It was suggested the increase in the number of employees at The Entertainer was a factor in this. It was suggested that a discussion could take place with The Entertainer and parking restrictions should be considered. Cllr Parker asked if it was considered to be an issue entirely related to the businesses on the Saw Mill Estate or if commuter parking was also a contributory factor. It was felt the new problem stemmed from the local businesses. Cllr Alexander asked if the matter had been raised with Chalfont Valley school.
3. **To receive and approve the minutes of the Parish Council meeting held on 9 October 2019:** The minutes had been previously circulated. These were accepted and were approved. The Chairman signed the minutes as a correct record of the meeting.
4. **Declarations of Interest:** Cllr Griffiths noted his wife is a volunteer at the library.
5. **Approval by Chairman of items for any other business:** (i) Remembrance Day; (ii) CCTV; (iii) Replacement street lamps; (iv) Computer issues; (vi) Woodland Trust.
6. **Chairman's Report:** The report had been previously circulated. It was noted that the recruitment of the new Clerk was underway. Cllr Griffiths expressed his thanks to the current Clerk.
7. **Clerk's Report:** The report had been previously circulated. All items were included on the agenda.
8. **To receive reports, as appropriate, from members of outside bodies and working parties:** (i) Co-ordination Group. Cllr Ingham reported that a copy of the submission to Chiltern District Council had been sent to Dame Cheryl Gillan who in turn had also contacted Chiltern District Council on this matter. A response had been received noting the opportunity for the representatives to participate in the inspection hearing. (ii) Nature Park. The Woodland Trust campaign to plant a tree was discussed but as several trees had already been planted this year, it was felt important to continue with the existing tree policy. Confirmation was still awaited from Chiltern District Council about the

grants request and conditions of grant. Cllr Crowe confirmed he was still investigating a suitable security arrangement. (iii) Westwood Park. Cllr Crowe reported that one temporary toilet had been retained for the winter. The fire alarms were being installed this week and a meeting was scheduled with Westwood Park Football Club to discuss the issue of goal posts. Investigations also continued regarding the water leak.

9. **Financial matters: (i)** List of payments and cheques to be signed. This had been circulated. Cllr Parker queried the payments to Amersham Town Council and J Clean as they were different amounts to the standard expenditure. The list was agreed and signed. (ii) Income and Expenditure report. This report had been circulated. Cllr Parker asked for confirmation about the income from The Lodge. (iii) Balance sheet up to 30 September. This had been circulated previously. There were no questions.
10. **Budget 2020-21:** Cllrs Crowe, Griffiths and Parker and Melanie Davis had met to discuss the first iteration of the budget for 2020-21. Several project lines were under discussion and were awaiting further information. It was noted that some costs may change as they were currently paid to Chiltern District Council and there was no knowledge yet if costings may alter. A draft budget would be circulated prior to the December meeting.
11. **Parish council newsletter:** The newsletter was on schedule to be sent to the printers on Friday.
12. **Grants: (discussed as item 6 on the agenda) (i) Little Chalfont Community Library.** A request for £7,000 had been submitted. Cllr Parker felt that the library was an important part of the village but was already in a healthy financial position with large reserves. Cllrs Drew and Walford both expressed a similar opinion. It was noted that last year a slight increase to the grant had been made. Cllr Walford proposed the grant amount of £4,000. This was seconded by Cllr Rafferty. A vote was taken and the majority of councillors agreed with the motion. It was agreed that the confirmation letter should highlight that if the library found themselves in financial difficulties they should approach the parish council who would try to help where they can. (ii) Chiltern Dial a Ride. Grants had been issued to this organisation in previous years. It was agreed Dial a Ride provided an excellent service to residents. Cllr Drew proposed a grant of £300. Cllr Parker seconded and the motion was unanimously approved, subject to confirmatory information. (iii) Chiltern Citizens Advice Bureau. Grants had also been previously issued to this organisation which was felt to offer a beneficial service to Little Chalfont residents. Cllr Walford proposed a grant of £500 and Cllr Alexander seconded the motion. It was unanimously agreed subject to confirmatory information.
13. **Parking: (discussed as item 7 on the agenda)** Cllr Griffiths reported that work was continuing with Transport for Bucks to develop a specification to produce a detailed costing for the stretch in Elizabeth Avenue. Cllr Griffiths also highlighted the article in Chalfont Vision which suggested that all of Elizabeth Avenue would be examined which was not correct. The letter and the presentation from the resident highlighted the issues which were being investigated in Bell Lane with a possible change of use of businesses in the Old Saw Mill Estate. Cllr Parker suggested arranging a meeting with The Entertainer as an employer in the vicinity to try and resolve the parking issue. Cllr Ingham and Alexander also volunteered. Cllr Griffiths asked for councillors to volunteer to work with the Clerk on the Elizabeth Avenue parking proposal. The Clerk will contact Transport for Bucks again to confirm the exact areas which would need to be consulted. Cllr Drew also requested that the yellow line outside the shops could be repainted.
14. **Village survey:** Cllr Alexander and Cllr Griffiths had undertaken a review of issues in the village centre. A range of photographs were shown. It was noted that the weeds growing on Nightingales Corner were on the shop owners land. It was suggested that the businesses could be written to as this made the ground slippery and was also unsightly. There was a discussion about where extensive siding out was required in the village. Key areas were on Station Road, between the two entrances of Church Grove, Cokes Lane/ Nightingales Lane junction, and Burtons Lane near Harvard Grange. It was

noted that trees were overhanging in the entrance to Stony Lane. Cllr Ingham noted that the street light which had been replaced in Church Grove was now operational but the column in Oakington Avenue had not been connected. Issues such as the Bojangles advertising sign and A boards in front on several shops were also raised.

15. **Proposal for new bench on the village green:** Cllr Griffiths reported that a resident had contacted the office with a view to donating a new bench on the village green and had suggested replacing the bench which was failing into disrepair. Investigations for a double sided bench would continue. The bench would commemorate the 550 year birth anniversary of Guru Nanak.
16. **Recycling in Snells Wood car park:** It was noted that a letter had been sent to residents from Chiltern District Council regarding methods of recycling.
17. **Parish Council meeting December 2019.** It was reported that the date of the next parish council meeting would need to be altered as the village hall was being used as a polling station for the General Election. Two dates were available in December. It was agreed the meeting would be held on Monday 9 December.
18. **Parish meeting 2020.** It was noted that the period of purdah would run from 30 March until 7 May. It was still permitted to hold the parish meeting and issue the newsletter in this time so long as only factual statements were made. It was agreed that the Parish Meeting would be held on Wednesday 29 April. The aim would be to produce and deliver the newsletter in the period between Easter and the meeting. Cllr Walford suggested inviting a representative from the local chemist as a speaker who was also a member of the new Patient Participation Group run by the doctor surgery. Other suggestions included inviting BT and Transport for London. It was also suggested that Cllr Drew could speak about the History of Little Chalfont. Cllr Drew confirmed he would be happy to do this.
19. **Reports and Notifications.** All reports listed were noted.
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 press and public be excluded from the remainder of the meeting and be instructed to withdraw. (the items are confidential because they deal variously with contractual and legal matters.)**
23. **Any Other Business.** (i) It was reported that the Remembrance Service was well attended and noted that there was a huge improvement in the sound system. Thanks were expressed to Cllr Crowe. A suggestion had been received to include a choir next year. (ii) The parish council had been informed about an aggressive burglary and had received a request to install CCTV in Chessfield Park. The parish council would not be able to install CCTV in this area, however would suggest the resident contact the police and Neighbourhood Watch for security advice. Cllr Alexander highlighted the possibility of personal CCTV cameras. (iii) Street lights. A quotation for two replacement street light columns had been received following two incidents. This quote was approved. (iv) Computer issues. The Clerk asked if any councillors were experiencing issues with their new email system. Cllr Drew and Alexander had one particular issue which the helpdesk should be able to assist with. (vi) Woodland Trust. Further to the earlier information about the Woodland Trust pledge, it was agreed that the parish council would pledge to plant a tree.
21. **Date of Next Meeting:** Monday 9 December in the village hall at 7.30pm.

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