

LITTLE CHALFONT PARISH COUNCIL

Minutes of a Meeting of the Council. 19th June 2007.

Present: Cllrs Dale, Drew, Dykins, Gibbs, Ingham, Marshall, Tate (Chairman) and Wilkinson.

Apologies: None.

Also present: Mr Clarke (Clerk) and 2 members of the public.

1. A Declaration of Acceptance of Office and Register of Member's Interests was received from Cllr Dykins.
2. Minutes of the Annual Meeting of the Council held on 15th May 2007 were approved.
3. Standing Orders were suspended, enabling members of the public to speak.
 - a. Cllr Drew thanked all those who had contributed to a successful Village Day.
 - b. Mr Brooks offered to answer any questions relating to the application for a grant to Little Chalfont Library.
4. Declarations of Interest. None.
5. Appointment of Committees.
 - a. Financial and General Purposes. All members will be on this committee with Cllr Drew as Chairman. The Committee will deal with all matters except planning.
 - b. Planning. All members will be on this committee with Cllr Ingham as Chairman. The Committee will deal with all planning matters.
6. The meeting was suspended whilst a meeting of the Planning Committee took place as follows:
 - a. Applications
 - i. The following applications received no comment:
0697, 0846, 0849, 0854, 0860, 0881, 0882, 0887, 0979, 0981, 1000, 1012, 1052.
Cllr Marshall declared a personal interest in application 0697.
 - ii. The following applications were supported:
0933, 0958, 0994.
 - iii. Application 0854, Land adjoining 9 Cumberland Close. The Parish Council objects to this proposal on the grounds that it is not in keeping with the street scene. It would have a detrimental effect on neighbouring gardens and, being side on to other buildings, would give a cramped appearance to the plot. The hedge between the site and number 9 is not shown on the plan. The proposed building would cause a loss of amenity to the neighbours.
 - b. Decisions
 - i. No decisions were available for applications listed under "Little Chalfont".
 - c. It was agreed that Cllr Marshall and the Clerk will consider methods of presentation of plans to the Planning Committee.
 - d. Felling of trees in Beechwood Avenue. Concerns about the number of trees recommended for felling will be passed to Bucks CC and they will be asked for details of their tree replacement policy. Amersham TC will be asked what sums, if any, they had reserved for replacement of trees.
7. Meetings Schedule. A revised schedule submitted by the Chairman was approved.
8. Representatives to outside bodies were approved as follows:
 - a. GE Healthcare. Cllrs Tate and Gibbs.
 - b. Revitalisation Group. Cllrs Dykins and Drew.
9. Waste Bin. Reinstatement of the waste bin outside Little Chalfont Village Hall was approved.

10. Litter and Fly Tipping.
 - a. Instances of fly tipping on private land behind Chenies Parade will be reported to CDC Environmental Health.
 - b. CDC will be asked to carry out a litter collection exercise throughout the Parish.
 - c. A working party was set up to report on general litter and waste issues in the Parish.
Members: Cllrs Wilkinson, Dale, Gibbs and Drew.
11. Notice Boards. It was noted that the siting and condition of notice boards should be addressed at a later date.
12. Hedges at the Green. A quotation will be obtained from Amersham TC for reduction of the hedge to a height of 3 feet.
13. Chain of Office. The purchase of a chain of office was deferred to a meeting of the Finance and General Purposes Committee.
14. Market Town Health Check. It was noted that the Council will actively support this project.
15. Finance.
 - a. Clerk's report. It was noted that the Council's application for an account with Lloyds TSB Bank has yet to be approved.
 - b. The Clerk was authorised to approve invoices up to £1,500 for contractual services, pre-approved items and essential services.
 - c. The following invoices were approved for payment:
 - i. Amersham TC. £11,881.11 Grounds maintenance and general administration, April.
 - ii. Amersham TC. £11,881.11 Grounds maintenance and general administration, May.
 - d. Mr Vincent Morris was appointed as internal auditor.
 - e. A suggestion from Amersham TC that up to ten street lamps should be replaced was rejected until a full appraisal of street lighting can be carried out by this Council.
 - f. The Clerk reported on a risk assessment as follows:
 - i. Insurance is in place with Zurich but needs to be clarified and modified to include employer's liability.
 - ii. Regular inspections at Westwood Park and the Village Hall must be carried out and recorded.
 - iii. A first aid kit and accident log must be provided at the Village Hall.
 - iv. Health and safety notices at the Village Hall must be provided, particularly with regard to bolts on emergency exits.
 - v. Rodents in the outbuildings must be dealt with.
 - vi. A licence should be obtained for entertainment at the Village Hall. This licence is free to Parish Councils but advertising could cost up to £100.
 - vii. A review of signs and notices at Westwood Park and the Village Hall is urgently required.
 - viii. The Clerk was empowered to deal with the above.
16. *It was resolved 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 they were instructed to withdraw.*
17. Transfer of Capital from Amersham TC.
 - a. It was resolved that a claim should be made to Amersham TC as recommended in the working party's report and that the clerk should compile a corresponding claim on Chalfont St Giles Parish Council.
18. Grounds and Hall Maintenance.
 - a. A report and recommendations from the Clerk on grounds and hall maintenance was accepted. The Clerk will compile a service level agreement in conjunction with Amersham TC's Clerk for presentation to their respective Councils.

19. Library. It was resolved that a donation of £7,200 be made to Little Chalfont Library for the current year.
20. Members' Allowances.
 - a. It was agreed that no allowances should be claimed until the Chiltern DC scheme has been reviewed.
21. Clerk's Allowance. It was resolved that an annual sum of £600 be paid to the Clerk for use of his home as an office.

There being no other business, the meeting closed at 10.55 pm.

Chairman.....

Date.....