

**Minutes of a Meeting of Little Chalfont Parish Council
Held on Wednesday 10 March 2010 in the Village Hall
Cokes Lane, Little Chalfont at 7.30pm.**

Present: Cllr M Dale; Cllr B Drew (Chairman); Cllr C Gibbs; Cllr L Hunt; Cllr C Ingham; Cllr P Martin; Cllr G Smith.

In Attendance: Mrs J Mason (Clerk)

Members of the Public: Mr R Cinelli; Cllr D Phillips (CDC).

1. **Apologies for absence:** None.
2. **Minutes of meeting held on 10 February 2010:** These were approved as a correct record and signed by the Chairman.
3. **Suspension of standing orders enabling members of the public to speak:** Mr Cinelli spoke about the recent attack by graffiti vandals on his property in the centre of the Village. This was the fourth such incident in five months and his health was suffering as a result. The cost of making good the damage was high; on this occasion all the windows had had to be replaced. His opinion was that the culprits were rivals of the local HP6 gang. More policing was needed together with activities to occupy young people. The Chairman thanked Mr Cinelli for his contribution and assured him that the Council took his concerns very seriously. Cllr Phillips added that this and other incidents of anti-social behaviour would be raised with the Chief Constable when she visited CDC's offices on 31 March.
4. **Declarations of interest:** None.
5. **To agree items for Any Other Business:** Three items were approved (i) Recent vandalism (ii) Reactivate Bucks Initiative (iii) continued use of Westwood Park by CDC/police for weekday evening football.
6. **Chairman's Report:** Cllr Drew reported that he would be attending the CDC Chairman's reception on Friday at CDC.
7. **Clerk's Report:** This had been previously circulated and covered actions arising from the February meeting; update of the register of members interests; compensation payments received from the bank and a member of the public's insurers following damage to lighting column; problems with the hall boiler; undertaking by BCC to replace the damaged Village entry sign outside Repton House in April; developments at Westwood Park, and, the recent fire safety risk assessment.
8. **Financial matters:** (i) *Income and Expenditure Report:* this was received (ii) *Bank Reconciliation:* The Chairman signed the bank statement (iii) *List of payments and cheques to be signed:* received.
9. **Governance and Accountability:** (i) *Revised Financial Procedures:* these had been circulated to Councillors by e-mail on 2 March 2010 and were approved; (ii) *Revised Standing Orders* (based on recently issued NALC Model Standing Orders): these were approved on the understanding that the orders were a live document that would be amended from time to time. For example, it would be necessary in the near future to formalise terms of reference for the Planning and Establishments Committees. (iii) *To discuss and approve the Risk Assessment Review March 2010:* This was discussed and approved. (iv) *Insurances 2010/11:*

The Council noted that the insurance renewal had been received and would be paid shortly. It was agreed that prior to the next renewal the Clerk would seek alternative quotes.

10. **Hall and Pitch Booking Charges:** It was agreed that hall hire charges for non commercial users would increase to £10 per hour for weekdays and Sundays and the commercial users' rate would increase to £20. Saturday rates would be subject to a similar percentage increase. The Council agreed that the much improved facilities and costs associated with running the hall justified this level of increase. It was agreed that the charges for sports facilities at Westwood Park would be increased by 3%. These increases will be effective from 1 April 2010.

Finally, there was a brief discussion about an approach that had been received for a reduction in cricket charges from the team that had booked the pitch for Sundays during the coming season. It was agreed that whilst the Council were pleased to welcome the new team it would not be appropriate to offer any reduction.

11. **Westwood Park Working Party and Playbuilder Application:** the Chairman reported that the closing date for applications had been changed to 1 May and a decision would be unlikely before the Summer. The next meeting of the working party was scheduled for 23 March and by that time the new MUGA should have been installed.
12. **Reports from outside bodies:** (i) **NAG:** Cllr Smith reported that the last meeting had clashed with the Council date but he had heard that there had been a low turn out. Interestingly, it had also been reported that Little Chalfont was off priority as far as anti-social behaviour was concerned. Priority had shifted to Old Amersham where difficulties were being experienced. The issue of 30mph bin stickers would be followed up. In response to a question from Cllr Ingham, Cllr Smith agreed that information on call out response times from the police would be useful data. The Chairman added that this could be raised with the Inspector who would hopefully be coming to the Parish Meeting. (ii) **Library Committee:** Cllr Hunt reported that the levelling work to the path between the hall and the library had been completed; plans had been drawn up to landscape the area in front of and around the library; the recent wine tasting in the hall had raised £300 and a fund raising theatrical entertainment entitled "David and Wallis" was planned for 17 April. Cllr Hunt said the Library Committee were very grateful for the free use of the hall on these occasions. (iii) **Village Hall Management Committee:** The Committee had met on 22 February and had approved the Clerk's guidance for risk assessment of ad hoc hall bookings and the introduction of a £250 deposit. They had asked that the open notice board outside the hall be repainted and that a middle range price honours board be purchased. The Clerk had these actions in hand. (iv) **Denham Aerodrome Consultative Committee:** It had been agreed that in future Cllr Smith should attend and future dates had been received from the Consultative Committee's secretary. (v) **Chalfont Junction Youth Group:** Cllr Drew reported that most members were from the younger age group. It was acknowledged that this was a long term venture and the volunteers were not too concerned and were pleased with the response from the younger children. The group was well supported financially and Bell Lane School had provided excellent accommodation.
13. **Market Town Health Check Plan:** On 3 March Mike Mason had held an informal briefing for Councillors on the Market Town Health Check. The Council agreed that this meeting had been very useful and that the next step would be to start work on a Parish Plan that could

be built upon over the next few months. It was decided that an informal meeting would be held in the near future after a Planning Committee meeting.

14. **Location of letter box:** The Clerk reported that a member of Post Office staff had contacted the office recently to ask if the council had any objection to the post box near the station entrance (outside the old post office) being moved to outside the new post office on Chenies Parade. She had already spoken to the post office owners who were in agreement with this proposal. The council said they were similarly in agreement as long as the new post box was a traditional red post one. The Clerk would advise the post office.
15. **BCC Winter Maintenance Task and Finish Group – Parish Survey (circulated by e-mail to Councillors on 22 February):** In view of the late closing date for responses (10 May) and because this matter is of such concern to members of the public it was agreed that wider consultation should take place before sending a response. To this end Cllr Martin would seek the views of the LCCA and pass these to the Clerk to enable her to prepare a reply.
16. **Buckinghamshire County Council Transport for Buckinghamshire Draft Parking and Enforcement Policy:** The draft reply was approved and would be sent before the 31 March closing date.
17. **Notifications and Correspondence:**
 - (i) Spring 2010 – Open Space – magazine of the Open Spaces Society
 - (ii) Winter 2010 – The Playing Field – Buckinghamshire Playing Fields Association
 - (iii) Via Thames Valley Police 26 Feb e-mail - information re web based training courses on funding applications.
 - (iv) 1 March e-mail from CDC Democratic Services Manager re Member Briefing Sessions : It was agreed that Cllrs Ingham and Martin would attend the Core Strategy briefing on 24 March and Cllrs Drew and Gibbs the 31 March briefing with the Chief Constable. Clerk to advise CDC.
 - (v) 18 February letter from CDC's Legal Executive re Off-Street Parking Places Amendment (No 7) Order 2010.
 - (vi) Bucks Community Action – Invitation to Inaugural BCA Community Led Planning Recognition Awards on Thursday 25 March 7pm-9pm (Hazlemere Golf Club). It was agreed that Cllr Smith should attend and the Clerk will advise Bucks Community Action.
 - (vii) BALC Matters Arising – Winter 2009 (handed out at meeting)
18. **Any Other Business.**
 - (i) *Recent Vandalism:* It was agreed that Cllr Smith would make sure the incidents described by Mr Cinelli were fully reported at the next NAG meeting in view of comments about the lowering of Little Chalfont's priority for action against anti-social behaviour. In addition, the Clerk would write to Mr Cinelli outlining actions that had been supported by the council to combat anti-social behaviour.
 - (ii) *Reactivate Bucks:* Cllr Dale outlined the background to this initiative and Councillors shared his view that the Reactivate Bucks Community Challenge could be of help in developing facilities in the village and in particular at Westwood Park. It was agreed that the Clerk should issue an invitation to Lee Mason asking him to attend a meeting of the Westwood Park Working Party.
 - (iii) **Continued use of Westwood Park for weekday evening football:** The Council agreed to a request from CDC's Diversionary Activities Officer for the evening football to be extended indefinitely at Westwood Park. They also noted that some of the young people involved might come to a future Council meeting to thank the Council for the use of the park.

19. A resolution was agreed 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.
20. **Vacancy for a Councillor:** This was discussed briefly and Councillors hoped to be able to fill the vacancy in the near future.
21. **Date of next meeting:** Wednesday 14 April 2010 following the Planning Meeting that is scheduled for 7.30pm on the same evening.

Signed.....

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