

Minutes of a Meeting of Little Chalfont Parish Council
Held on Wednesday 14 April 2010
Village Hall, Cokes Lane, Little Chalfont
at 8.40pm following the Planning Committee

Present: Cllr M Dale; Cllr B Drew (Chairman); Cllr C Gibbs; Cllr L Hunt; Cllr C Ingham; Cllr P Martin (item 8 onwards); Cllr G Smith.

In Attendance: Mrs J Mason (Clerk).

Members of the Public: Cllr M Smith, Chiltern District Council.

1. **Apologies for absence:** Cllr P Martin (items 1-7).
2. **Minutes of meeting held on 10 March 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:** No members of the public present who wished to speak.
4. **Declarations of interest:** None
5. **Items for Any Other Business:** None.
6. **Chairman's Report:** Cllr Drew reported that he would be attending the next local Area Forum meeting on 21 April. The agenda included a presentation by Planning Aid and delegated budget discussions. 4 May was confirmed as the date for the meeting to discuss the Parish plan. This would take place after the Planning Committee scheduled for that evening.
7. **Clerk's Report:** This included an update on actions arising from the last meeting; the installation of the MUGA; repairs and maintenance; grounds maintenance; year end accounts; general election arrangements for the Village Hall and the Clerk's recent meeting with Paradigm Housing representatives.
8. **Financial matters:** (i) *Income and Expenditure Report* – this was discussed briefly bearing in mind that finalisation of the year end accounts was still in hand. (ii) *Bank Reconciliation* – The bank reconciliation and corresponding bank statement were signed by the Chairman. (iii) *List of payments and cheques* - the list of payments made since the last meeting and cheques to be signed was circulated and approved. (iv) *Receipt of notice of audit of accounts for the year ended 31 March 2010* – this was noted. (v) *Insurance Renewal 2010/11* - following the last meeting the Clerk had renewed the Council's insurances with Aviva. The Council approved these arrangements.
9. **Reports from outside bodies** – (i) *NAG*- Cllr Smith reported that the next meeting would be on 28 April at Cafe Africa in Amersham. Local youth worker Duncan Dyason would be addressing the meeting. (ii) *Library Committee* – Cllr Hunt reported that tickets had sold well for the David and Wallis fundraising event. With regard to the letter referred to in item 14 (iv) below it was agreed that the Clerk would liaise with the Chairman of the Community Library Association and Cllr Smith in drafting an appropriate response. (iii) *Village Hall Management Committee* – Cllr Drew reported on the 12 April meeting. In particular, the Farmers Market cooperative had queried whether it would be possible to combine the market with a craft fare in the hall. The Clerk still awaited the co-operative's formal response to discussions on fees. In the meantime, the Chairman of the VHMC had agreed to canvass local retailers on their views about the market now that it had been running for 8 months. The Committee had also supported the new hall and pitch hire rates. (iv) *Community Led Planning Awards 25 March 2010* – Cllr Smith had attended and received on behalf of the community a gift voucher for a commemorative tree in recognition of completion of the Community Plan

(Market Town Health Check). He paid tribute to the work of the Revitalisation Group in preparing the Health Check which the Council agreed would be an invaluable reference document when preparing the Parish Plan.

10. **Parish Council Newsletter:** It was agreed that the Chairman and Clerk should go ahead with organising the first newsletter which would be circulated in time to alert residents to the date of the Parish meeting (19 May). Prices should be sought for glossier paper and colour photos. It was also agreed that at this stage the newsletter should be from the Parish Council only although a wider based community newsletter might be an option for the future.
11. **BCC Winter Maintenance Task and Finish Group (Parish Survey)** – The Clerk’s draft response was approved subject to the need to emphasise strongly in the concluding comments the Council’s dissatisfaction with the large number of potholes that still remained given that we are now well into April.
12. **High Speed Rail** – Each Councillor received a copy of the map circulated with BCC’s 31 March letter from Tim Bellamy, Transport and Regeneration Manager. It was agreed to defer discussion for the time being.
13. **Arrangements for the Parish Meeting - 19 May 2010.** The Chairman had arranged for three speakers: County Councillor Tim Butcher; Malcolm Godwin, BCC’s Rural Towns Co-ordinator and Inspector Chris Oliver who is in charge of neighbourhood policing in the Chilterns. Light refreshments would be available from 7.30pm. The Council agreed that the programme looked most interesting.
14. **Notifications and Correspondence:**
 - (i) Chiltern District Council 25 March 2010 letter re off- street parking places amendment (No 7) Order 2010
 - (ii) Chiltern Police Commander’s Review March 2010 (circulated by e-mail 24 March 2010)
 - (iii) BCC 23 March e-mail confirming Cabinet agreement to area 10 speed limit review (operational from 17 May 2010)
 - (iv) BCC 16 March letter re cessation of mobile library service at the end of May 2010.
 - (v) Buckinghamshire Community Action “In Focus” newsletter dated Spring 2010.
 - (vi) Thames Valley Police 12 March letter seeking nominations for Community Policing Awards 2010.
 - (vii) Institute of Community Cohesion 15 March letter re research commissioned by BCC to support the county’s review of community cohesion (circulated by e-mail 15 March 2010).
 - (viii) BCC Chris Schwier’s 7 April e-mail about the change of location for the area office.
 - (ix) Chairman, Community Library 13 April e-mail re FOLCL AGM 7.30 in the library on 25 May.
 - (x) Stop Aylesbury Vale Incineration Ltd’s 11 April letter re Parish Council’s Summit 26 May 2010.
15. **Any Other Business:** None.
16. **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.
17. **Action plan for the allotments project:** The Clerk updated the Council on discussions with Paradigm and work undertaken on the Council’s behalf by her mentor at the Allotments Regeneration Initiative. The Council supported the continuation of this work and the need to have the land accurately surveyed to enable further discussions with Paradigm to progress. The Clerk would continue to update the Council so that resource implications could be assessed and appropriate decisions made.
18. **Use of Buildings Working Party** – It was agreed that Cllr Smith should join this working party in place of Cllr Ingham. The Clerk was asked to arrange a meeting (to be attended by herself, Cllrs Smith and Drew) to take place towards the end of May/early June enabling her to undertake further preparatory work.
19. Date of next meeting: Wednesday 12 May 2010 at 7.30pm (Parish Meeting is Wednesday 19 May 2010 at 7.30pm).

Signed.....

Date.....