

**Minutes of a Meeting of Little Chalfont Parish Council**  
**Held on Wednesday 14 March 2012 at 7.30pm in the Village Hall**  
**Cokes Lane, Little Chalfont**

**Present:** Cllr M Dear; Cllr B Drew (Chairman); Cllr J Hinkly; Cllr M Parker; Cllr V Patel and Cllr D Rafferty.

**In attendance:** Mrs J Mason, Clerk.

**Members of the public:** None.

1. **Apologies for absence:** These were received from Cllr L Hunt.
2. **Minutes of meetings held on 15 February and 28 February 2012:** These were approved as a correct record and were duly signed by the Chairman.
3. **Suspension of standing orders enabling members of the public to speak:** There were no members of the public present.
4. **Declarations of interest:** None.
5. **Items for Any Other Business:** The following were agreed (i) Lighting in Beel Close underpass (ii) Response to e-mail received recently regarding Westwood Park facilities.
6. **Chairman's Report:** This report had been previously circulated. The Chairman would be reporting more fully on his attendance at a seminar on localism and neighbourhood planning at the next meeting of the Planning Committee (20 March). The exhibitions organised by the owners of the Donkey Field, Countryside Properties, at the Village Hall on 2 and 3 March had been well attended. Feedback questionnaires were currently being analysed by the LCCA. The Chairman also thanked Councillors for their contributions to the preparation of the Parish Council newsletter that would be sent to the printers at the end of the week. He had been disappointed not to have been able to include the details of the speaker for the Parish Meeting scheduled for 30 May 2012 as London Underground had declined the invitation extended to the manager of the Metropolitan Line.
7. **Clerk's Report:** This had been previously circulated and updated Councillors on actions taken following the last meeting and reported on repairs and maintenance over the previous month.
8. **Financial matters:** (i) *Income and Expenditure Report*-The Clerk reported that at 29 February 2012 reserves stood at £307,419 and that the 31 March 2012 figure would be £280,000 (subject to final year end calculations) ; (ii) *List of payments and cheques to be signed* –a schedule itemising payments totalling £33,937.72 was approved and signed by the Chairman.
9. **Governance and Accountability** – update on actions agreed at the 11 January meeting:
  - i. *Review of standing orders. To discuss and if appropriate agree amendments to the Council's standing orders:* Revised standing orders had been previously circulated to all members of the Council by the Clerk. She had suggested a few minor changes together with a rewriting of Section 7, Code of Conduct. This section would have to be reviewed in due course once a common Code of Conduct was available for Buckinghamshire and the statutory instruments necessary were in place allowing the provisions of the Localism Act 2011 to be adopted. Councillors had been invited to suggest amendments to the Standing Orders and these had been received from Cllrs Dear, Hinkly and Parker in advance of the meeting and were discussed in detail, together with amendments suggested by Cllr Drew. The amendments agreed were noted by the Clerk and will be incorporated into the Standing Orders which will be circulated to the Council to ensure that the final document incorporates all the agreed amendments.
  - ii. *Updated Risk Assessment. To discuss and if appropriate agree the Council's risk assessment:* deferred until 11 April 2012.
  - iii. *Investment Strategy:* Following discussions at the 15 February meeting and amendments subsequently made to para 2.1, the revised document had been circulated to Councillors in

advance of the meeting. The amendments suggested were agreed and the investment strategy approved.

- iv. *Investments* - The Clerk was authorised to make arrangements to transfer £50,000 from the Scottish Widows 7 day access account back to the current account with Lloyds TSB and to utilise those funds to open a second GIS account with the Co-operative Bank for a term of 12 months. It was noted that other investment possibilities are also currently being considered in line with the strategy discussed at 9 (iii) above.
10. **Reports from outside bodies:** (i) *LCCA* – Cllr Parker reported that the LCCA were preparing forward plans and in particular were looking at their relationship with local businesses. (ii) *Police Community Liaison Forum* – the police Neighbourhood Team had advised that thieves were currently targeting high value cycles.
11. **Parking survey:** Cllr Parker had been advised that Stephen Kenton of Buckinghamshire County Council would be able to help with the project. A response was now awaited from Mr Kenton.
12. **Triangle Planting for Jubilee by Little Chalfont (Evenings) Women’s Institute:** The Council were very pleased to accept the generous offer made by the Evening WI group to plant up the Triangle in celebration of the Queen’s Diamond Jubilee.
13. **Westwood Park:** *to consider a request from Westwood Park Football Club that the Parish Council makes available a storage container at the park for storage of football equipment* – Cllr Drew reported that the full details of this request were still awaited and he hoped to be able to report further at the 11 April meeting of the Council.
14. **Notifications and Correspondence:**
  - i. Information from BALC about the Best Kept Village Competition 2012. Closing date for applications is 20 April 2012. *It was agreed that Cllr Parker should seek the LCCA’s views on possibly planning to submit an application in 2013.*
  - ii. The Right to Pray – update from Eric Pickles, Secretary of State for Communities and Local Government (e-mailed to Council 21 February 2012).
15. **Any Other Business:** (i) *Lighting in Beel Close underpass* – Cllr Dear noted that LU’s temporary lighting at Beel Close had successfully illuminated the underpass and might merit further examination in view of previous discussions about the difficulty of lighting this area. (ii) *Westwood Park*- the Chairman had sent a holding reply to a young person who had e-mailed asking for more facilities to suit his age group in Little Chalfont. He had suggested a skate park at Westwood Park on the site of the old playground. The Clerk would respond in more detail with a view to establishing a dialogue. Although the site proposed for use as a skate park was not suitable, it would be useful for the Westwood Park Working Party to have more input from young people.
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.
17. **Update from actions arising from the 28 February extraordinary meeting of the Council:** Recorded in confidential minute 17 of this 14 March 2012 meeting of Little Chalfont Parish Council.
18. **To consider recommendations arising from the meeting of the Establishment Committee held on 28 February 2012:** The recommendations were agreed.
19. **Date of next meeting:** Wednesday 11 April 2012 at 8.30pm (approx) to follow on from the Planning Committee meeting scheduled for 7.30pm.

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