

**Minutes of a Meeting of Little Chalfont Parish Council
Held on Wednesday 13 February 2013 at 8.35pm
In the Village Hall, Cokes Lane, Little Chalfont**

Present: Cllr B Drew (Chairman); Cllr J Hinkly; Cllr L Hunt; Cllr S Keighley; Cllr M Parker; Cllr V Patel; Cllr D Rafferty.

In attendance: Mrs J Mason (Clerk).

Members of the Public: Mr P Burgess and Mrs J Walford.

1. **Apologies for absence:** None.
2. **To accept a resolution that standing orders be suspended to allow any members of the public to speak:** No members of the public wished to speak.
3. **Minutes of the extraordinary meeting held on 22 January 2013:** The minutes were approved as a correct record and were duly signed by the Chairman.
4. **Declarations of Interest:** None.
5. **Approval by Chairman of items for any other business:** The following were approved (i) Flooding in Beel Close; (ii) Milestone painting; (iii) Suggestion by CDC Planning Policy Manager that reference be made to possible Community Centre proposals in the DDPD.
6. **Chairman's Report:** The Chairman reminded Councillors that the LAF would be meeting on 20 February at Seer Green and that members of the public were welcome. Recent funding applications were scheduled to be considered and he hoped that some of the projects put forward by the Parish Council would be approved.
7. **Clerk's Report:** The actions from the previous meeting had all been completed. An invitation had been sent to the police Commissioner inviting him to speak at the Parish Meeting on 15 May and a firm response was awaited.
8. **Reports from members of outside bodies and working parties:** (i) *Little Chalfont Community Library* - Cllr Hinkly reported that budgeted income had been boosted by unexpected grants. For example, GE Healthcare had agreed to pay for the refurbishment of the toilet. A number of schools had visited the library recently and the Christmas Carol fund raising performance had proved popular. The group would shortly become a charitable incorporated organisation which would protect individuals acting as Trustees. (ii) *LCCA* – Cllr Parker reported that the land swop with Lincoln College at the Nature Park site had now been finalised. CDC's contractors were scheduled to clear the section of Snells Wood opposite the site during the week commencing 18 February. At the end of January presentations and displays had been held at the Village Hall on the developer's (Countyside) proposals as set out in application CH/2012/1842/FA (Donkey Field) and the LCCA's responses to the application had been finalised. Cllr Hinkly was thanked for his help with the arrangements for the presentations. (iii) *Westwood Park Working Party* – It was reported that Westwood Park Football Club would soon be submitting their planning application for a storage container at the park. Quotes had been sought for drainage work at the Chessfield Park end and the Clerk would report further in March. Dog fouling continues to cause problems for park users and grounds contractors. Recently, aggressive dogs had run amongst and upset some of the very junior footballers. Therefore, the possibility of placing A boards at the entrances to the park, with signs warning dog owners that football is in progress and that dogs should be kept on leads, is being considered. (iv) *Youth Club* – Cllr Rafferty had previously notified councillors that the youth club had been closed, hopefully temporarily. Any ideas for improving the clubs future viability would be very welcome. (v) *Nature Park Action Group* – The Clerk reported that good progress was being made with a tremendous input from volunteers.
9. **Financial matters:** (i) *List of payments and cheques to be signed* – following a discussion the schedule of payments totalling £24,329.44 was approved; (ii) *Income and Expenditure Report* – this report was received and noted; (iii) *Co-operative Bank* - it was noted that the original sum invested (plus interest) in the Business Guaranteed Investment Account (BGIA) maturing on 8 February 2013,

has been reinvested a new BGIA for a 12 month term (interest rate 1.531%); (iv) *Estimate of reserves at the year end 2013/14* – as the precept had now been set (22 January meeting) it could be reported that reserves at the year end 2013/14 were estimated to be £354,050.

- 10. Governance and Accountability:** (i) *Review of internal audit* and (ii) *Risk assessment, standing orders, asset register and financial procedures* – it was noted that these and associated items will be discussed at the 13 March meeting.
- 11. Parking Survey - Update:** The results of the Russell Close/ Chalfont Avenue follow up consultation were somewhat mixed. In general, Chalfont Avenue respondees supported residents only parking permits whereas Russell Close respondees were less definitive and in very general terms were split between no changes and a change to the current restrictions. It was agreed to continue discussions at the 13 March meeting, when hopefully the outcome of the LAF bid for a parking feasibility study would be known
- 12. Bench in Chalfont Avenue: Update** – the Clerk reported that Cllr Tett, Leader of BCC, had very kindly agreed use his community leader budget to donate two benches (including installation) to Little Chalfont, one of which would be installed in Chalfont Avenue. The Council expressed its thanks for this much appreciated gift.
- 13. To finalise the fifth free parking day for 2013:** Cllr Drew suggested that the businesses and traders in Little Chalfont be asked, through the good offices of the LCCA, which day they would like to be allocated as a free parking day. This was agreed unanimously.
- 14. A404 pedestrian crossing adjacent to Halifax House:** It was noted that BCC have advised that the feasibility study will cost £1,423.59. It was agreed that the Clerk should ask Paradigm Housing if they would meet this cost.
- 15. Request for grit bins:** To consider the Council's response to a request for grit bins in Marygold Walk and Sandycroft Road received from residents via Cllr Patel and a subsequent petition from Marygold Walk residents. This item will be discussed on 13 March.
- 16. Little Miss Muffet play equipment at Westwood Park:** It was noted that the LCCA fundraising will be completed shortly. It is anticipated that the item will be ordered in March. Installation will be paid for by the Parish Council as agreed at the 12 September 2012 meeting of the Parish Council. This was confirmed.
- 17. Entrance to Nature Park:** The Clerk reported that the contract for installing the entrance road and access (from the Dr Challoner's access road to the Nature Park boundary) will be commissioned shortly by the Little Chalfont Charitable Trust. The Council agreed to authorise the Clerk to arrange for a £3,500 grant to be made to the Charitable Trust as previously indicated at the 9 May 2012 meeting of the Parish Council.
- 18. Reports and Notifications – to consider replies to both items:**
 - I. Garden Party nominations (BALC's 15 January e-mail refers sent to Councillors 5 February).
 - II. Housing summit for Towns and Parishes (CDC's Principal Housing Officer's 1 February e-mail refers – sent to Councillors 5 February).
- 19. Any Other Business:** (i) *Flooding in Beel Close* – The footpath in Beel Close had been subject to serious flooding recently at the point where heavy trucks had crossed during recent embankment work. It was agreed that the Clerk should liaise with a local resident who had photographed the flooding and then refer the matter to LUL, asking them to repair the indentations in the path; (ii) *Milestone painting* – the Clerk reported that spruced-Up had been asked to repaint the milestone on the grass verge adjacent to the A404 ; (iii) *Suggestion by CDC Planning Policy Manager that reference be made to possible Community Centre proposals in the DDPD* – The Council were happy in principle with this suggestion and authorised the Chairman and Clerk to work with other members of the Community Buildings Working Party to formulate the wording, which would have to be carefully balanced.

20. 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. The items are confidential because they deal variously with commercial, contractual and legal matters. {Please note that at the time of writing the minutes only item 24 is still considered to be confidential.}
21. **Planting the borders in the playground at Westwood Park:** Quotations received were considered and the Clerk was authorised to instruct Amersham Town Council to undertake the work.
22. **Remedial work arising from the legionella risk assessment at Westwood Park Pavilion:** Due to personal matters, not all selected contractors had yet quoted. The Clerk was asked to seek at least one further quote and was authorised to instruct the work on the understanding that the cost would be in the region of the quotation received so far.
23. **Resurfacing under the Titan swing/roundabout in the playground:** The Clerk reported that a further quote was being sought. A decision would be made, therefore, at the 13 March meeting.
24. **Buildings Working Party:** To consider the lease previously circulated. Minuted in confidential minute 24 of this 13 February 2013 meeting.
25. **Date of Next Meeting:** Wednesday 13 March 2013 at 7.30pm in the Village Hall.

Signed.....

Date.....