

Minutes of a Little Chalfont Parish Council meeting

Held in the Village Hall, Cokes Lane, Little Chalfont

Wednesday 13 December 2017 at 7.30pm

Present: Cllr B Drew; Cllr I Griffiths; Cllr M Parker; Cllr D Rafferty; Cllr G Roberts (Chairman); Cllr J Walford OBE.

Members of the public: Cllr C Jackson.

In attendance: Mrs N Meldrum (Parish Clerk).

1. **Apologies for absence:** Cllr C Ingham; Cllr V Patel.
2. **To receive and approve the minutes of the Parish Council meeting held on 8 November 2017:**
The minutes were agreed and signed by the Chairman as a correct record of the meeting.
3. **Declarations of Interest:** None.
4. **Approval by Chairman of items for any other business:** (i) Issues arisen due to snow; (ii) LCCA newsletter; (iii) Signage; (iv) Councillor vacancy.
5. **To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 minutes).**
6. **Chairman's Report:** The Chairman's report had been previously circulated. There were no further comments.
7. **Clerk's Report:** The report had been previously circulated. There were no further comments.
8. **To receive reports, as appropriate, from members of outside bodies and working parties:** (i) Community Buildings working party. Cllr Drew reported that the planning application for the new community centre had been submitted. It was not yet validated but would be backdated to the date of receipt of payment for the application. Cllr Walford asked when the CDC planning committee meeting would be but that date is not yet known and was thought to be some weeks away at present. (ii) LCCA. Cllr Parker reported a paper on the Community Improvement Plan was expected to be produced early in the New Year. It was also noted that LCCA newsletter was imminent and a contribution from the parish council was required. The LCCA had also kindly agreed to make an equal contribution of £750 towards the tree project on Amersham Road.
9. **Financial matters: (i) List of payments and cheques to be signed.** The payments schedule was approved and signed. **(ii) Income and expenditure report.** There were no questions on the report.
10. **Local Plan.** Cllr Parker reported that a meeting had recently taken place attended by residents who had agreed to pledge funding in support of the plans to oppose PO6 in the draft Local Plan. The meeting was well attended and prompted some useful group discussions. Cllr Parker also reminded councillors about the meeting planned for 18 January at Kings Church. Practical help would be required to facilitate the evening. It was expected a flyer to be produced to further advertise the event. Cllr Parker reported that he had been corresponding with Graham Winwright at CDC regarding the suspected problems with the methodology of scoring concerning PO6. No response to this question had been received as yet. It was noted a summary of responses had been issued however, not all of the objections from Little Chalfont had been listed, including the scoring method raised above.

- 11. Budget 2018-19:** Cllr Roberts reported that she had met with Cllr Parker, Mrs Davis and the Clerk to discuss the next stage of the budget. A draft budget had been circulated for review. Cllr Roberts highlighted the key items of expenditure, including the proposed community centre, the Local Plan and large maintenance projects at Westwood Park such as the showers and improvements to the car park. Cllr Parker noted that a new figure on the number of households in the village was required from CDC. Cllr Drew felt it was important to maintain momentum in the budget with regards to the community centre. Cllr Parker noted that the LCCA had already spent a substantial amount on the Local Plan this year and it was likely that the budget the parish council had set aside for this project would be utilised. It was agreed that the parish council would continue to contribute to this cause and that before the end of the 2017-18 financial year the amount in this year's budget for this purpose was likely to be spent or transferred to reimburse the LCCA. It was noted that if the PO6 site remained in the draft Local Plan, further funding would be required next year.
- 12. Local Area Forum proposals.** A list of priorities for the LAF bids had already been produced. Costs had been received on some projects to date but not all. Cllr Tett had since raised the idea of a parking review for Linfields and other possible areas in the village who had experienced difficulties following the parking implementation. It was noted that residents of Linfields had the opportunity to raise concerns during the parking implementation process. There was also the possibility of white lines being installed, albeit at residents expense. In addition, the review of the parking changes which was anticipated 6 – 12 months following implementation is now not expected within this timescale. It was agreed that although councillors would be content for the parking review to take place this should incorporate other areas of the village which had been affected as well as Linfields and would not impact on the bids already submitted to the LAF. There was a discussion about the proposal to install lighting in the Beel Close underpass. It was agreed to try and progress this project. Cllr Parker reported that correspondence had been received from a resident requesting a waiver for residents in Oakington Avenue during the period of 11am-12noon. It was noted that throughout Buckinghamshire it was not possible to have residents only car parking. The resident had been advised to apply for a permit for the area, with the support of neighbours. Support from the Local Area Forum was not thought to be likely in this case.
- 13. Street lighting.** It was reported that the street lighting maintenance contract would be due for renewal in spring 2018. There were a number of changes to street lighting with the increased move to LED lights and the decreasing availability of parts for existing street lamps. BCC are proposing a conference for parish councils in January to answer many of these issues. It was questioned if the parish council should start to think about a replacement policy of street lamps. A tender document will be drafted with the possibility of the contract being for two years in this case while new information arises.
- 14. Electric contracts.** At the last parish council meeting, it was agreed to go forward with the electric contract with SES for annual maintenance procedures including PAT testing and testing of fire exit signage and CCTV. It was agreed to investigate if a shorter contract would be possible or a suspension of the contract in the light of the potential development of the community centre. A two year contract was found to have a value of £800 per year. This issue was discussed and noted to be a reasonable price given the number of visits. It was agreed to accept this proposal.

15. Reports and Notifications. (i) BALC update (circulated 20 November 2017); (ii) Road closure update (circulated 22 November 2017)(iii) BCC Street works presentation 6 December 2017 (circulated 23 November 2017; (iv) Prevention Matters update (circulated 23 November 2017); (v) 2017/18 Strategic Highway Maintenance and Footway Structural Repair w/c 27/11/17 (circulated 27 November 2017); (vi) BCC press release: have your say on proposed changes to the cost of adult social care services (circulated 28 November 2017)(vii) Community Impact Bucks – press release on Bucks Rural Affairs group (circulated 29 November 2017); (viii) BCC Update – Changes to bus services from 7 January 2017. (ix) BCC – winter survival advice kit (circulated 5 December 2017); (x) Notes from Parish Liaison meeting (circulated 5 December 2017). These reports were all noted.

16. Any Other Business. (i) Issues arisen due to snow. The parish office had received a number of calls from residents following the recent heavy snow. The position and volume of grit bins was discussed. It was noted the parish council was responsible for purchasing the grit bins and Bucks County Council would fill the bins. It was agreed to conduct a survey to assess the best position for any potential future grit bins as well as looking at the position of existing bins. It was also agreed to investigate how many of the existing grit bins have been used. It was agreed that information about liability for clearing footways would be included in the LCCA newsletter. Cllr Roberts reported that she was completing the emergency plan for the parish council but the workshop on resilience planning had not taken place due to the snow. (ii) LCCA newsletter. It was noted that copy for the LCCA newsletter was required by mid January. Information about the proposed survey of positioning of grit bins could be included along with information about the taxi concessionary scheme. (iii) Signage. Cllr Griffiths had noted that signage advertising an artist show in Amersham had been temporarily installed in the village. The Clerk reported that permission had not been sought and more work would be done to inform about the signage policy. Cllr Drew noted that there was a wooden structure adjacent to the boundary of Little Chalfont on the A404 on which advertisements are being placed. The Clerk will investigate. (iv) Councillor vacancy. It was reported that two residents were interested in the possibility of becoming a councillor in Little Chalfont. There was a discussion about the next steps and it was agreed to invite both residents to make a presentation prior to the next meeting of the parish council.

17. Date of Next Meeting: Wednesday 10 January 2018 in the village hall at 7.30pm.

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