

**Minutes of a Little Chalfont Parish Council meeting  
Held in the Village Hall, Cokes Lane, Little Chalfont  
Monday 9 December 2019 at 7.30pm**

**Present:** Cllr D Alexander; Cllr M Crowe; Cllr B Drew; Cllr I Griffiths; Cllr M Parker; Cllr V Patel; Cllr D Rafferty; Cllr J Walford.

Members of the public: Mr N Smith, Mr K Draper, Ms F Copp, Mr M Palmer, Mr M Ramolis, Mr P G Smith.

**In attendance:** Mrs N Meldrum (Parish Clerk)

1. **Apologies for absence:** Cllr Walford, District Councillor Cllr C Jackson. Cllr Griffiths highlighted the reason for the change of date of the meeting was due to the village hall being prepared to be a polling station on the previously advertised date.
2. **To receive and approve the minutes and the confidential minutes of the Parish Council meeting held on 13 November 2019:** The minutes had been previously circulated. These were accepted and were approved. The Chairman signed the minutes as a correct record of the meeting.
3. **Declarations of Interest:** None.
4. **Approval by Chairman of items for any other business:** (i) Extraordinary meeting; (ii) Parish Meeting.
5. **To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 minutes):** Mr Smith raised the problem of poor signage at Chenies Parade which resulted in many vehicles entering the road in the incorrect way. Mr Smith suggested that improved signage was required to highlight the entrance and exit and also to indicate the flow of traffic. Mr Palmer highlighted the problem of commuter parking in Pavilion Way. The issue had also been raised with Dame Cheryl Gillan MP and Bucks County Council. A petition of 76 households in the private estate had been produced. It was noted the access road was being used by commuters during the day, and in some cases for several days at a time. This was presenting problems for residents and also access for emergency vehicles and service vehicles. It was noted that in the covenant for residents, parking was not permitted on the access road. Cllr Parker asked what type of restrictions would be suggested. Mr Palmer felt a one hour restriction during the day would solve the vast majority of problems. Mr Palmer noted that some extra signage was being produced for the area and the management association would be happy to consider more. It was noted that the largest proportion of costs in a parking project was the legal requirements. Mr Ramolis reported that the parking issues in Bell Lane were worsening with cars parked from 5.30am until 11pm with multiple occupancies which was also causing anti-social noise at these times. It was reported the Chalfont Valley Academy advisory board were also looking at the parking issues. Mr Ramolis and Mr Smith had investigated the possibility of implementing a Traffic Management Order the process of which is highlighted in the Buckinghamshire Parking Implementation Plan. Mr Ramolis felt that several issues causing difficulties in Bell Lane would mean the area would be eligible for a TMO.
6. **Chairman's Report:** The report had been previously circulated.
7. **Clerk's Report:** The report had been previously circulated. Most items were included on the agenda. The Clerk raised the issue of the cycle racks on Nightingales Corner. Cllr Drew reported the history of the project. It was agreed that some previously interested businesses would be visited to discuss if they wished to participate in the project.
8. **To receive reports, as appropriate, from members of outside bodies and working parties:** (i) GE Healthcare. Cllr Patel reported there had been two major incidents at the GE site on White Lion Road over recent months which had been dealt with. Decommissioning of the site continued. It was expected the site would be delicensed in 2021 and decommissioning would be complete in 2045. (ii) Westwood Park. Cllr Crowe reported that work to trace the leak at the park continued. The Clerk

reported that the secondary leak had been resolved and discussions would take place with Affinity Water about the charges as the leak was on the public side of the road.

- 9. Financial matters:** (i) List of payments and cheques to be signed. This had been circulated. Cllr Parker queried the payments to Amersham Town Council it was a larger amount than the standard expenditure. The list was agreed and signed. (ii) Income and Expenditure report. This report had been circulated. Cllr Parker asked for confirmation about the income from The Lodge. (iii) The Clerk confirmed that the payments would take place by BACS rather than cheque on this occasion. Cllr Drew and Cllr Parker would authorise the payments the following morning. Adjustments had been made to the financial procedures to take account of the move to internet banking. Cllr Parker suggested some drafting changes to the document. The Clerk will implement.
- 10. Grant applications:** Additional information requested from Chiltern Dial a Ride and the Chiltern Citizens Advice Bureau had been received and circulated to councillors. Councillors confirmed they were happy with the information. (ii) It was agreed that a £100 donation would be given to the LCCA as a thank you for the delivery of the parish council newsletter.
- 11. Parking:** Cllr Griffiths gave an overview of the current position with the Elizabeth Avenue parking proposal. A meeting was planned imminently with TfB to discuss the areas for consultation. Cllr Griffiths confirmed that a meeting with The Entertainer had been arranged as the largest employer in the area. It was noted that if adjustments needed to be made to the parking restrictions on Bell Lane there may be economies of scale to undertake the work in line with the Elizabeth Avenue proposal. Cllr Alexander asked how the costings were derived. Cllr Crowe asked about any planning issues related to developments in the Saw Mill Estate.
- 12. Budget 2020-21:** A second meeting had taken place to draft the budget for 2020-21. It was noted that the council tax base had still not been received from Chiltern District Council which was required to finalise the budget. Cllr Parker noted that consideration had been given to future projects but if councillors had anything further to consider in the budget there was still time to factor this in. Cllr Griffiths highlighted some of the budget lines which had notable differences from the previous year and explained the rationale for this. Cllr Griffiths noted that an Extraordinary meeting was proposed following the next planning meeting and it was hoped to agree the budget for 2020-21 at that meeting.
- 13. Christmas lights:** The quote for the running costs for the Christmas lights was still awaited. The contractor had verbally informed the community association that the costs would be the same as 2018. Councillors agreed to this budget, and also gave the Clerk permission to agree additional costs of up to £200.
- 14. Costs for hire for village hall and Westwood Park for 2020-21:** A paper had been produced proposing hire costs for both the village hall and at Westwood Park. A paper stating comparative prices in other venues had also been circulated. There was a full discussion about the prices and decision on individual prices was made. Cllr Griffiths thanked the Assistant Clerk for her work in writing the documents.
- 15. Litter Day 2020:** Cllr Griffiths explained that this project had been partly prompted by a request from the Head Girls team at Dr Challoner's High School. Correspondence had also been received from the local Brownie pack and local school children about the litter in Little Chalfont. It had initially been suggested that March would be a suitable time for a litter pick however councillors felt that a date later in the year may be more popular. Cllr Griffiths agreed to speak to Roger Funk about a possible date change.
- 16. Fire policy and health and safety update:** These documents had been previously circulated. It was agreed that they would be reviewed and discussed at the January meeting.

- 17. **Emergency Plan:** This document had been previously circulated. It was agreed that they would be reviewed and discussed at the January meeting.
- 18. **Westwood Park goalposts:** Cllr Crowe reported a meeting had taken place with the football club to find a solution. Following this, investigations were taking place to see if pitches could be moved to different locations in the park. It was noted there were positive and negative points relating to the installation of the goal posts. A report on the potential location of the pitches was awaited before a final decision could be made.
- 19. **Good Neighbours:** Cllr Drew reported that the project was now progressing well and thanked Tony O’Sullivan and Helen Tyres for their hard work. It was noted that in some areas it was difficult to obtain information relating to the Neighbourhood Watch. A leaflet would be produced for inclusion in the LCCA newsletter. It was estimated the costs for a calendar year to support advertising for this project would be a maximum of £700. Cllr Drew requested the parish council consider contributing a maximum of £350 to this project. This was agreed.
- 20. **Reports and Notifications.** All reports listed were noted.
- 21. **To consider a resolution that in view of the confidential nature of the business to be transacted, it is advisable, in the public interest, that the press and public be excluded from the remainder of the meeting and be instructed to withdraw. (the items are confidential because they deal variously with contractual and legal matters.)**
- 22. **Any Other Business.** (i) Extraordinary meeting. Cllr Griffiths reported that due to a number of items of pressing business prior to Christmas an extraordinary meeting would be held following the planning committee meeting on 18 December. (ii) Parish Meeting: It was highlighted an additional speaker was still required for the Parish Meeting to be held in April 2020. This item would be placed on the agenda in January.
- 23. **Date of Next Meeting:** Wednesday 8 January in the village hall at 7.30pm.

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