

**Minutes of the Little Chalfont Parish Council meeting held on
Wednesday 11th November 2020 at 7.30pm via zoom.**

Present: Cllr D Alexander; Cllr M Crowe; Cllr B Drew (Chairman); Cllr I Griffiths; Cllr C Ingham; Cllr M Parker; Cllr V Patel; Cllr D Rafferty; Cllr J Walford.

Members of the public: Cllr D. Bray. Cllr G. Harris, Mr R. Funk, Mr N. Wayth, Ms N. Henry-Ames

In attendance: Mrs F Copp (Parish Clerk) Ms S Matthews (Assistant Clerk).

1. **Apologies for absence. None**
2. **To receive and approve the minutes of the meeting held on 14th October 2020 via Zoom.** The minutes had been previously circulated. They were accepted and were approved. The Chairman signed the minutes as a true record of the meetings.
3. **Declaration of Interest.** There were no declarations of interest.
4. **Approval by Chairman of items for any other business.** Cllr D Alexander requested to discuss footpaths and the pedestrian railway bridge in Bell Lane. Cllr B Drew put forward discussion re the tennis courts and the triangle in the village green. The Chairman approved these issues to be discussed under AOB.
5. **To accept the resolution that standing orders be suspended to allow members of the public to speak for (10 mins).** Mr N Wayth requested to speak about Burtons Wood. He requested that as this land has been designated Village Green Status would the Parish Council discuss and consider the potential boundary issues with regards to the Kendalmead extension encroaching into Burtons Wood. Cllr B. Drew (Chairman) agreed and it was approved by the Parish Councillors for item 22 to be moved forward.
Item 22. Burtons Wood. Cllr B Drew informed the meeting that the Parish Council had already approached Buckinghamshire Council with regards to the potential planning issue. The head of planning enforcement will be contacted and the Buckinghamshire Council village green status officer will be contacted and consulted. Depending on the results of those enquiries, it was agreed that the Parish Council would write to the owner of Kendalmead to request confirmation that the planning application, as was approved, is being adhered to.
6. **Chairman's report.** The report had been previously circulated and was acknowledged. Cllr B Drew updated the meeting on the Remembrance Sunday service that took place around Covid-19 guidelines and expressed his thanks to Cllr. M Crowe and the Clerk for their work in helping to organise this event.
7. **Clerk's report.** The report had been previously circulated and most of the items would be covered on the agenda. The Chairman went through some of the non-agenda items. The cost of additional tree work needed to the large Hornbeam in the Nature park £450+VAT was agreed. The LED lights are now being installed. They have a whiter light, but more directional than the old lights. They will therefore appear different when mixed in with the old lights until all of them are converted. The donation to the LCCA of £100 for the delivery of the Parish Council newsletter was approved. The cost of approximately £1400+ VAT was approved for the Christmas lights.
8. **To receive reports, as appropriate, from members of outside bodies and working parties.** Cllr J Walford updated the meeting on the Nature Park. The steps to the climbing pit have now been removed for safety reasons and the working party will level out the earth from the steps. The large Hornbeam had fallen over in the wind and rain but Richard from Spruced-Up feels it can be saved and adapted well for use in the park. The cost of this work of £450 was agreed. It was also discussed that wood chips are needed in the park for pathways etc and they should be made from trees within the park. As there is going to be tree work carried out on 17th November it was agreed that £250 would be spent for a woodchipper to be used to convert trees being cut down into the wood chips needed. Cllr M. Parker updated the meeting on the LCCA. Cytiva did not want parking in their carpark for pupil pick-ups to be advertised. The purchasing of more bulbs for the wildflower beds was discussed and is as an item already on the agenda. LCCA were waiting for an update for the working party with regards to the possibility of allowing grass to grow in the verges for wildlife. This will be covered as an agenda item later in the meeting. Cllr V. Patel had no update on GE Healthcare as a meeting is to be scheduled. Cllr Griffiths said there was no update from the Library due to Covid-19.
9. **Financial Matters:**
 - (i) List of payments 11th November 2020. The payment schedule for November had been previously circulated. It was approved and signed.
 - (ii) Income and expenditure report. The report had been previously circulated. There were no comments.
10. **Standing Orders.** These are being updated and will be on the agenda for the next meeting.
11. **Financial Procedures.** These are being updated and will be on the agenda for the next meeting.

12. **21-22 Budget preparation.** A working party has been set up consisting of Cllr B Drew, Cllr M Crowe, Cllr J Walford, the Clerk and the Accounts Assistant. An initial draft has been worked on and would be discussed on Thursday 19th November by the working party and presented at the next Parish Council meeting.
13. **Bank Accounts.** It was discussed that the possibility of changing our main bank account should be looked at due to the closure of local branches of the TSB and problems with TSB online banking.
14. **Lockdown.** We are now in the second lockdown until 2nd December. The hall is closed and the tennis courts but the play area and MUGA are open. Office staff are working from home as much as possible but emails and phone messages are being checked as per normal working hours. It was agreed that the tennis courts would not be locked due to the vandalism of the fences in the first lockdown, but notices would be put up saying it was against Government regulation to use the courts.
15. **Beel Close update.** We are still waiting for TfL to get back to us with the revised schedules to go with the draft licence.
16. **CCTV Nature Park.** Cllr Crowe and the clerk have been in discussion with CCTV companies and the best fit for the Nature Park is Matrix with 2 towers and 2 cameras. The cost for this is £7200 + VAT. We have £1000 in our budget for security in the Nature Park so it was agreed to make an application to the community boards for funding.
17. **Speeding.** It was discussed that there have been problems with the MVAS equipment and maintenance. This will be looked at and a decision will be made with regards to the renewal of the contract and the possibility of applying for community board funding for new equipment.
18. **Community Boards.** Cllr G Harris updated the meeting on funding that the community board has approved locally. Little Chalfont Parish Council will be putting in an application for funding with regards to Cokes Lane corner safety work once the feasibility study has been updated, costed and decisions made with regards to how railings or bollards can be made possible. The Parish Council will also put in for funding for the CCTV in the Nature Park and look at the possibility for funding with regards to more bins to help keep the village tidy.
19. **Cokes Lane Feasibility Study.** A revised feasibility study with costings was supplied just before the meeting, however it was agreed that further information was needed to know if railings/bollards would be possible on this corner due to the width of the pavement. This information would be requested.
20. **Community Centre.** Cllr B Drew updated the meeting that he and Mr G Yellowley had met with Cllr M Tett and Mr J Ward to discuss options and ways forward. The meeting was very helpful and would be discussed with the working party on Thursday 12th November and then reported back at the next Parish Council meeting.
21. **Local Plan.** Cllr C Ingham reported that Bucks Council had decided on 21 October to withdraw the Chiltern and South Bucks Local Plan. It would be replaced in due course by material in a new Buckinghamshire Development Plan, which it was hoped to produce by 2024. In the meantime it was possible that opportunistic planning applications would be made by developers for some sites, and this had already occurred with the land between Little Chalfont and Amersham known as the Cherry Orchard.
22. **Burtons Wood.** This was covered under item 5.
23. **Burtons Lane Hedges.** Cllr M Parker had had a meeting with local residents who had cut back the hedges. The resident would like 30 mph to be considered coming up to this crossroads and the vegetation cutting back that covers the road signs and there were other overgrown hedges where the ownership was unknown. 30mph has been discussed before and we have been advised that it would be unlikely to be approved. Cllr M Tett suggested that TFB be contacted re a discussion about devolved services and responsibilities for this area. The parish council have already had contact with Buckinghamshire Council with regards to this and would continue to discuss options.
24. **Public House protection consideration in Little Chalfont.** Cllr M Crowe and the Clerk had visited both the White Lion and the Metropolitan and had spoken with the landlords who would be in favour of this proposal. It was agreed that before the PC nominated local pubs as Assets of Community Value (ACV), it should check whether this created any obligation to take on legal or administrative work associated with a bid by local residents to buy an ACV, if such a bid were ever to be made.
25. **Consideration to let verges grow.** Cllr D Alexander. Cllr M Crowe, the clerk and Sian Lloyd from the LCCA had a meeting looking at the suggested areas. Stoney Lane corner, Amersham Way and Chalfont Avenue. Cllr D Alexander will put forward options for the councillors to discuss. It was agreed that Cllr Alexander would provide a map for the areas for the next meeting, so that the councillors could discuss the possible areas and decide if they would like to consider to let any of the verges grow.
26. **Planting bulbs in the wildflower patches.** It was agreed an additional cost of £130 + VAT would be paid for additional bulbs needed for this project.

- 27. Litter problem in Little Chalfont.** The village clean up is going well and the chairman thanked Cllr. D Alexander for all his work organising this event. Mr R Funk was also thanked for communicating the litter pick to residents in the village making it such a success.
- 28. Reports and Notifications.** Many reports and notifications have been circulated over the past month for councillors' information. It was noted that these had been received.
- 29. Any Other Business.** Cllr B Drew said how good he felt the WI display for Remembrance was. The councillors agreed and letter of thanks would be sent to the WI for the display. The tennis courts had been discussed under the lockdown item. Cllr D Alexander had had a meeting with a resident with regards to the state of the footpaths and the pedestrian bridge at Bell Lane. Cllr M Tett informed the meeting that he thought it was TfL who were responsible for the bridge and that TFB and the rights of way team would know more about the responsibility for maintenance of these footpaths. This would be looked into further.
- 30. Date of Next Meeting.** 9 December 2020 at 7.30pm via zoom. The Zoom connections will be supplied on the agenda for the meeting.