

**Minutes of the Little Chalfont Parish Council meeting held on
Wednesday 9 December 2020 at 7.30pm via zoom.**

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

Members of the public: Mr R. Funk, Mr P Chapman. Ms C Liu

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

1. **Apologies for absence.** Cllr D. Alexander; Cllr D. Rafferty.
2. **To receive and approve the minutes of the meeting held on 11 November 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 meeting.
3. **Declaration of Interest.** There were no declarations of interest.
4. **Approval by Chairman of items for any other business.** Cllr B Drew requested to discuss Carols on the Village Green.
5. **To accept the resolution that standing orders be suspended to allow members of the public to speak for (10 mins).** Mr P Chapman requested to know the Parish Council's opinion for Carols on the Village Green. It was agreed for the topics under AOB to be moved up the agenda and discussed in item 6 Chairman's report as Cllr B Drew had noted it in his report. Mr P. Chapman explained that the event had not been advertised and no carol sheets would be handed out. He had done a risk assessment for the event and people would be told the rules that there should be no singing and to keep 2m apart to respect social distancing.
6. **Chairman's report.** The report had been previously circulated and was acknowledged. Cllr B Drew reported to the meeting that he had attended the Proud of Bucks awards to Jules Hargreaves and Catherine Kunzig Murphy who had won an award for the work they had recently done in encouraging the people of Little Chalfont to support the Chiltern Foodbank project. They had also collected and transported a great deal of groceries etc. He wished to express the Parish Council congratulations for the award to them and it was agreed that a letter of thanks would be written to them.
Carols on the Village Green was then discussed as an AOB item. Cllr B Drew asked for councillor's views on this proposed event. Views were discussed as opinions were mixed. However it was agreed, on a majority vote, the event would go ahead.
7. **Clerk's report** The report had been previously circulated and most of the items would be covered on the agenda. It was noted that the application from the Library for a grant had come in too late for the December agenda and therefore would be an item on the agenda for the January 2021 meeting.
8. **To receive reports, as appropriate, from members of outside bodies and working parties.** Cllr V. Patel reported to the meeting that there would be a meeting on 12th January at GE Healthcare, however this may be changed due to Covid.
9. **Financial Matters:**
 - (i) List of payments 9 December 2020. The payment schedule for December 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. **2021-22 Budget preparation.** The draft budget was discussed and Cllr B Drew explained that we are looking at a precept increase of approximately 3% in line with recent years. The draft budget will be resubmitted to councillors for the Parish Council meeting in January with interest rates, funds for parking matters and LED streetlighting savings re-looked at and revised.
11. **Community Boards update and possible funding requests.** Discussion was held over various projects the Community boards are helping with funding on in the community board area. Cllr V Patel reported that Chiltern Rangers Social Enterprise has discussed, possibly using the Nature Park as one of their projects. Discussion was also held with the involvement of neighbourhood watch in the area. Cllr B Drew said that the Chairman and Vice Chairman of the community board were going to come to the village to promote the board's activities but this was cancelled due to Covid. The Parish Council is submitting an application to Heart of Bucks and the Community Board for funding for CCTV in the Nature Park. Cllr B. Drew has spent a lot of time doing these applications and thanks was given to him for his hard work on this.
12. **Beel Close update.** The TfL licence has been received for approval. It was agreed this would be signed and returned to TfL, however with comment from Cllr B Drew to TfL re the up to £2000 fees and asking for TfL discretion on this in our favour to help the community. There would also be clarification requested re the legend

'Maintained by the HA' as this is perhaps misleading. If Bucks have been granted a Right of Way with full maintenance responsibilities, we would have suggested LA rather than HA. This clarification will hopefully save any misunderstanding in the future. Cllr B Drew proposed signing the agreement and Cllr M Parker seconded the proposal. It was unanimously agreed.

13. **CCTV Nature Park funding** – Heart of Bucks application to go in for £2500 of the £6200 required for the CCTV costings. The rest will be requested from Community Board funding. £1000 will be paid out of the Parish Council budget to bring the total to £7200 required for the project. This was agreed.
14. **Speeding and MVASs** . Cllr J Walford expressed her concern that the MVAS equipment we have at present does not work well enough to give us useable data. Money will be put in the budget for maintenance and match funding for hopefully new equipment next financial year when we will apply for funding from the Community Board for reliable and useful equipment. Cllr J Walford and S. Matthews to look into possible equipment.
15. **Cokes Lane Feasibility Study update**. In order to proceed with getting revised costings and PID for Cokes Lane/Nightingales Corner, Bucks Council have requested a revised request of works to be looked at. Cllr J Walford, Cllr M Parker and the clerk will have an onsite meeting to discuss the possibility of bollards/railings to protect pedestrians while also looking at the width of the path and the positioning of chevrons. This will then be reviewed by the Parish Council and we will submit final costs to the Community Board for funding.
16. **Community Centre. Update**. Cllr B Drew reported to the meeting that a good meeting had been held with Cllr M Tett, John Ward from Buckinghamshire Council, Cllr B Drew and Mr Graham Yellowley. A separate meeting was to be held with the working party members to discuss. It was thought that the original architects should be used as they have a good history of the project and could rework some of their original designs as they had been liked. There is potentially the possibility of combining with the library and having flats included on the top floor might be considered.
17. **Local Plan. Update**. Cllr Ingham said that Bucks Council Cabinet was likely to decide on 15 December to follow the advice of its officers to defer the main work on the new Buckinghamshire Local Plan until 2022-2024, when it was hoped that the requirements of new legislation based on the radical proposals in the government's recent white paper 'Planning for the Future' would be known. In the meantime, Bucks Council would carry out 'evidence gathering' among local bodies including parish councils. This process could be important for Little Chalfont's defence of its interests, since one of the proposals in the white paper was that public consultation should take place more in the early stages of local plan development, and less in the later stages. The Coordination Group would look out for any consultations or other opportunities to influence the process in the near future.
18. **Burtons Wood**. Cllr. B Drew proposed no further action to be taken and Cllr I. Griffiths seconded this motion which was carried. It was also agreed that any future planning issues at Burton's Wood, if they involved the parish council, would be dealt with by the Planning Committee".
19. **Burtons Lane hedges**. Cllr M Parker has done a lot of work on this with the residents and many of the hedges have now been cut back. The main hedge where the owner is unknown has also been cut back but the clerk is trying to locate the owner through land registry as some of the signs could still be made clearer by vegetation being cut away.
20. **Public House protection consideration in Little Chalfont**. At the last meeting 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. This is still to be looked into and will be reported back.
21. **Consideration to let verges grow**. Cllr D Alexander has done much work on this and unfortunately was unable to attend the meeting and so this item was deferred until our next meeting on 13 January 2021.
22. **Litter pick and future plans**. Cllr B Drew thanked Cllr D Alexander for all the work that was done on this. It was good to see so many people helping and how much was achieved. However, it is very sad to see how much litter has already come back. Cllr B Drew suggested we think about arranging regular litter picks. The Chairman and Clerk have had a meeting with Mr Jarvis from Buckinghamshire Council about additional bins and collections and will invite Mr Jarvis to our next meeting.
23. **Standing Orders**. Cllr B Drew thanked S. Chapman for her work on these and adapting the NALC template to our needs. The standing orders were approved for signing subject to a few typo revisions. Cllr B Drew explained to the meeting that a signed copy was needed for the Heart of Bucks funding application.
24. **Financial Procedures**. These will be circulated before the next meeting and presented for approval.
25. **Equality and Diversity Policy**. This had been circulated and Cllr B. Drew proposed it to be accepted and Cllr M. Parker seconded this proposal. All agreed
26. **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.

- 27. Any Other Business.** The agreed AOB with regards to Carols on the Green was moved forward on the agenda, discussed and is already in the minutes.
- 28. Date of Next Meeting.** 13 January 2021 at 7.30pm. The zoom connection will be circulated on the agenda for the meeting.