

**Minutes of the meeting of Little Chalfont Parish Council  
held on Wednesday 22 July 2020 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.

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

1. **Apologies for absence.** Cllr C. Jackson.
2. **To receive and approve the minutes of the meeting held on 24 June 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 C. Ingram asked to discuss the Craft Beer Shop under A.O.B. The Chairman agreed to this.**
5. **To accept the resolution that standing orders be suspended to allow members of the public to speak for (10 mins).** No members of the public requested to speak.
6. **Chairman's report.** The report had been circulated prior to the meeting. Cllr B Drew told the meeting how splendid the benches on the village green were now looking and it was noted that we were aware of the inscription and it was accepted without precedent. The village flower display has also been looking magnificent and so letters of thanks will be sent to Mr Sandhu for the restoration work on the benches and Boutique Flowers for the flower display.
7. **Clerk's report.** This report had been circulated prior to the meeting. Cllr B Drew noted that most items would be covered during the meeting as they were agenda items. The clerk spoke about various non agenda items. The fence at Westwood Park is now finished separating the tennis court and muga from the play area. The Junction at Lodge Lane/Burtons Lane had had further vegetation removed by Buckinghamshire Council however it was decided that we would also report the junction to the Network Safety Team. The clerk had been in contact with Buckinghamshire Council waste team with regards to the bins on the village green and outside the shops at Chenies Parade often being full and overflowing. The waste team will monitor the situation and once normal service is resumed if there is still a problems they will review. The parish council will check on the progress of this on 1<sup>st</sup> August and would suggest the possibility of extra bins/bigger bins/enclosed bins to ease the problem. The Marion Orpen award of 2 x £25 book tokens have been awarded. Chalfont Valley E-Act Academy and Little Chalfont Primary School have both accepted the award to be presented to a child of their choice. The names of the children have now been provided to us and book tokens for £25 for each and certificates have been given to the school to be presented to the recipients. The village clock has now been serviced and repaired. For Remembrance Day the flags and Silent Soldiers would be put up and Cllr D. Rafferty would liaise with the churches about the organisation of the event. Cllr M Crowe asked for insurance to be checked out re the use of his PA system at this event. The clerk will do this. The clerk informed the meeting that we have had various requests with regards to allotments recently. This was discussed and noted that as a Parish Council if there are 10 requests we have a duty to look at the possibility to find suitable land but if no land can be found then we do not have a duty to provide allotment space. The issue of allotments has been looked at in the past and no land found available. The clerk will contact Amersham Town Council to see if, as in the past, it would be possible for Little Chalfont residence to be able to take on Amersham allotments if they are vacant.
8. **To receive reports, as appropriate, from members of outside bodies and working parties.** Cllr J Walford updated the meeting with regards to the Nature Park. Findings in the RoSPA report are being looked into. Vandalism is becoming an issue in the park and youths using nitrous oxide. The Police have been notified of this and will visit the area periodically. Signs were also discussed and the possibility of using Facebook to alert parents of the problem. A meeting with regards to the CCTV has also been arranged.
9. **Financial Matters:**
  - (i) Minute list of payments for July 2020 approved and paid as circulated on 13 July 2020. This was approved and agreed.

- (ii) Income and expenditure report. The report had been previously circulated. Cllr M. Parker asked about the Lodger rental payments coming in. The clerk advised that the payment has been received and will show on the income and expenditure report next month. There were no other questions.
- 10. Beel Close update.** TFL have been in contact with us and requested for the spec to be modified just showing the land that they own. We have modified this and returned it to them and are still awaiting a response. The clerk will follow up.
- 11. Streetlights - Resolution to seek approval from MHCLG to apply for a PWLB loan.** The resolution was passed that:-  
At the Little Chalfont Parish Council meeting of 22 July 2020 it was RESOLVED to seek the approval of the Secretary of State for Housing, Communities & Local Government to apply for a PWLB loan of £71,740 over the borrowing term of 5 years for converting the street lights in Little Chalfont to LED's. The annual loan repayments will come to around £14,348.  
This was proposed by Cllr B Drew and seconded by Cllr M. Parker. The additional paperwork will now be submitted for the loan application approval.
- 12. Community Boards update.** Cllr B Drew reported to the meeting that the first Community Boards meeting had taken place. It was very much as an introductory meeting with local discussion re coronavirus and talking about possibly priorities for the area. Focus groups will be set up. Cllr B Drew brought up his concerns to Cllr D. Bray about how much the Parish Council will or will not be able to get involved. Members of the public are welcome at the meetings so if other councillors who are not the representatives from the Parish Council wish to attend the meetings then they would be able to do so as members of the public.
- 13. Rowood Farm Lodge Goods Vehicle Licence Application.** Cllr Ingham reported that Bucks Council had submitted a strong objection, mainly on highways grounds, to the Office of the Traffic Commissioner (OTC). The application had been withdrawn, and notice of the withdrawal posted on the OTC website on 8 July. Cllr Ingham was monitoring the website in case any new application appeared.
- 14. Cokes Lane Feasibility Study update.** The siding out and vegetation clearance has now been done at the site and has helped, however there is still concern about the safety of pedestrians on this corner and so this will be kept as an agenda item and the feasibility study will be discussed. It was agreed that we will approach Buckinghamshire Council to ask for the possibility of bollards on the pavement to be included into the feasibility study.
- 15. Community Centre. Update.** There was nothing to report however it was discussed if an application for costs as approved by the planning inspector should be submitted to Buckinghamshire Council. This was discussed but as the original application was through Chiltern District Council and it would take time to compile then the costs if recouped would be low. Cllr B Drew proposed not to proceed with recouping costs and Cllr M Parker seconded. The motion was carried. It was agreed that this planning application had been badly treated by the District Council. Buckinghamshire Council would be informed of the decision.
- 16. Local Plan. Update.** Cllr Ingham said there was nothing new to report on the Chiltern and South Bucks local plan process, but noted that two planning applications, one for 800 homes, and an alternative one for 300, had been submitted on one of the areas of green belt and AONB which was under consideration for possible development in Three Rivers DC's emerging local plan, between St Clement Danes School and Green Street. As this could affect congestion and pollution on the A 404, Cllr Ingham would propose to the Planning Committee draft objections from Little Chalfont PC.
- 17. Parking Issues.** It was noted that the Paris Council are deferring action while Covid-19 restrictions are in place.
- 18. VJ Day - arrangements for commemorating (15 August).** It was agreed that the Silent Soldiers and Union Jack flags would be put up.
- 19. LCCA Newsletter update.** The LCCA newsletter has now been distributed. Cllr B Drew thanked Cllr J Walford for all her work on this. Cllr C Ingham told the meeting that when he was distributing in his area two local residents had thanked him and were pleased to be receiving the newsletter. These thanks will be passed on to the LCCA committee.
- 20. Little Chalfont Parish Council - Website accessibility requirements for 23 September 2020.** Don Marshall has been working on this and updates have been sent to councillors. Nearly all the work is now complete and we are on target to easily make 23<sup>rd</sup> September to be compliant.
- 21. Update on actions relating to the coronavirus pandemic - Village Green etc.** Cllr Ingham reported that he was investigating informally whether Bucks Council, as the landowner, would, in principle, object to local cafes being allowed to place tables on the village green temporarily during this summer, to provide more space

for customers under social distancing requirements. Such permission would have to be subject to whatever planning, licensing, or health and safety conditions also applied, but the landowner's consent would be needed first. There were no current requests for such use of the green. Advice from Bucks Council is awaited.

- 22. Nature Park Chairman.** It was recorded that Cllr J Walford is now Chairman of the Nature Park Management Committee. The councillors passed on their congratulations to her.
- 23. Nature Park cost re RoSPA report.** The RoSPA report was discussed and a meeting is taking place on 23 July 2020 with Westwood. The costs of £600+ Vat and £60 + VAT were agreed for repairs and pit clearance.
- 24. Covid Risk Assessment/s and information for Village Hall reopening.** Risk assessments, signs and hire forms etc that have been worked on for the opening up of the Village Hall for the 1<sup>st</sup> September 2020 and have been circulated. All risk assessments and paperwork will be recirculated prior to opening following some minor alteration to be made. The councillors thanked the clerks for all their hard work on this. Cllr D Alexander will be the councillor overseeing the opening of the hall. To open the hall with hand sanitiser units, PPE, Deep Clean, handwashing and hand sanitiser signs, the cost would be just over £600.00 + VAT. The extra cleaning will cost, for a 12 month period, approximately £3120.00 + VAT. The whole 12 months of extra cleaning may not be needed. The hand sanitisers for Westwood Park Pavilion will cost approx. £275 + VAT. All costs were agreed.
- 25. 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.
- 26. Any Other Business.** Cllr Ingham said informal discussion showed that the Parish Council wished to consider action to curb the placing of tables and stools by the Craft Beer Shop, for its customers, on the parking area in Station Approach and on the gravel strip opposite the shops. He would investigate the licensing position with Bucks Council, and identify the person in Transport for London who was responsible for the site. It was noted that customers seemed to like the present arrangements, and that no complaints had been received from the public. It was agreed to keep this subject on the agenda of the Parish Council, not to move it to the Planning Committee.
- 27. Date of Next Meeting. 9 September 2020.** It was decided that it would be held at 7.30pm via zoom.
- 28.** 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 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 contractual and legal matters.) Cllr D. Bray left the meeting.