

Minutes of a Little Chalfont Parish Council meeting

Held in the Village Hall, Cokes Lane, Little Chalfont

Wednesday 8th January 2020 at 7.30pm

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

Members of the public: Miss A Upton; Mrs L Upton; Mr M Rolmanis; District Councillor D Phillips; Mr R Belagur; County Councillor M Tett.

In attendance: Mrs N Meldrum (Parish Clerk outgoing) Mrs F Copp (Parish Clerk incoming)

1. **Apologies for absence:** Cllr C Ingham.
2. **To receive and approve the minutes on the meeting held on 9 December 2019 and the minutes of the extraordinary meeting on 18 December 2019:** 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 M Parker requested to raise as an item - letter to businesses re parking on Bell Lane and also brief re Local Plan. It was agreed that these items would be covered in the meeting. Cllr B Drew raised an item with regards to parking on GE Healthcare site.
5. **To accept a resolution that standing orders be suspended** to allow any members of the public to speak (10mins). Miss A Upton spoke to the Parish council with regards to her interest in bees and looking for financial support as she is trying to raise funds to purchase a hive. Miss Upton gave a very interesting talk. Cllr B. Drew thanked Miss Upton for her presentation and stated that under policy guidelines the Parish Council cannot give grants to individuals but will put her request as an item on the next agenda to see if there are other ways the Parish Council will be able to help. [It was agreed for Mr Rolmanis to be allowed to speak during the parking item on the agenda as this was the appropriate place for his comments.]
6. **Chairman's Report:** The report had been previously circulated. Cllr Drew expressed his thanks to Cllr Griffiths for his work as Chairman. Cllr Drew also expressed his thanks to Mrs N Meldrum the outgoing Clerk and welcomed the new Clerk.
7. **Clerk's Report:** The report had been previously circulated. Most items were included on the agenda and an additional item re siding out was discussed.

Siding out:- Undergrowth is growing back on the footways and needs attention with 4 areas previously highlighted. A quote had been received from Amersham Town Council. This was discussed, voted on and agreed. Cllr Drew proposed approval and Cllr Griffiths seconded the proposal to approve. Cllr M Parker highlighted that there is an area in Burtons Lane where the ditch is filled with water and overflowing and causing problems. It will be checked with the contractors that they are aware of all problems to be rectified. Cllr Drew thanked Cllr Parker for raising these issues. Cllr Griffiths said that areas would also be looked at on 'Tidy Up' day to see what else can be done with regards to weeds being cleared on shopkeepers' land for the public benefit.

- 8. To receive reports, as appropriate, from members of outside bodies and working parties:**
It was noted that the LCCA meeting would be held on 9th January 2020 and the Nature Park meeting was to take place the following week. Cllr Crowe reported that hopefully the water leak at Westwood Park is now resolved.
Cllr Rafferty asked if there was any further information about the GE Healthcare Grove Site. There have been no new updates.
- 9. Financial matters:** (i) List of payments had been circulated. The list was agreed and signed. Cllr Parker asked with regards to car park would the monthly cost remain the same in the future as under Chiltern District Council. The clerk reported she had been informed that the current price would remain the same until further notice. (ii) Income and Expenditure report. This report had been circulated. Cllr Drew reported that the online banking payment system was being tested at present.
- 10. Budget and precept 2020/21.** This had been circulated following discussion from the extraordinary meeting. The precept 2020/21 figure was agreed as £242,740. It was agreed to approve and submit the budget subject to any significant developments concerning the Community Centre appeal decision. If this did happen then a revised budget would be presented at an extraordinary meeting on 29.1.20. Decision to approve budget was proposed by Cllr Alexander and seconded by Cllr Parker.
- 11. Parking:** A discussion was had to update councillors with regards to the meeting held on 18th December with Cllr Drew, Cllr Griffiths of the Parish Council, the clerks and Buckinghamshire TFB representative Kirk Adams. Elizabeth Avenue, Boughton Way and Pavilion Way were all discussed with regards to commuter parking problems. A local resident spoke with Cllr Griffiths and Cllr Drew with regards to the parking problems. In Pavilion way cones have been placed by residents and where the land is private it is intended for parking notices to be put up to help the situation. In Elizabeth Avenue various proposals were discussed and it was agreed that as there are many local roads that could be affected by the parking proposals then an informal consultation should be commissioned to gain local views. Cllr Parker agreed to look at wording proposals for the consultation information. Bell Lane continued to be a major problem with parking during December. Cllr Parker and Cllr Alexander spoke with Gary Grant from the Entertainer with regards to the parking of his agency staff. It appears that there is not enough parking on the business site for all the parking needs on companies in the Business Park. Now that the Christmas additional staffing numbers are no longer as high the parking problems in Bell Lane seems to have improved, however there is still a parking problem. Mr Rolmanis confirmed that he had witnessed staff working in the Business Park parking in Bell Lane. It was agreed that Cllr Parker and Cllr Alexander would write to the companies in the Business park about the parking issues to try and come up with ways to resolve the situation. Cllr Drew and Cllr Parker in the meeting drew attention to the lines at the entrance of the Business Park and the fact they appear not to be the full length required at this junction. County Councillor Martin Tett was in attendance at the meeting and said he would look into this matter and he also reported he had received some options with regards to the parking issues that could be part of the informal consultation process. Cllr Drew thanked Cllr Parker, Cllr Alexander and County Councillor Tett for their input.
- 12. Parish Meeting 2020:** There will be 2 speakers for this event. Cllr Drew will be one of the speakers and a discussion was held with regards to various thoughts for an additional



speaker for the meeting on 29th April. It was decided that a decision will be made at the next meeting.

13. **Parish Council Newsletter:** Cllr Walford knows the deadlines for the newsletter and is drawing up a schedule of requirements for information to ensure all deadlines are met. Once the schedule is confirmed it will be circulated to councillors.
14. **Publicity to attract potential new councillors:** Information will be placed in the LCCA newsletter, the Parish Council newsletter and on noticeboards as well as in strategic areas locally. Information will also be placed on the Little Chalfont Parish Council website.
15. **LAF: Feasibility Study Lodge Lane/Burtons Lane:** The Councillors looked at the 3 proposals that had been circulated to them in the feasibility study and discussed them. A 30mph extension of the speed limit was also discussed however County Councillor Tett said this would be very difficult to implement and police. Cllr Alexander asked if a sign saying 'Slow Down Black Spot' could be looked into as well as the 3 proposals in the feasibility study. It was decided to postpone any decision until the next meeting as the views of Chalfont ST Giles Parish Council also need to be sought as this is a joint project.
16. **Village Litter Day:** Cllr Griffiths has agreed to oversee this event and Cllr Drew thanked him. The date needs to be agreed in conjunction with other societies, schools etc. who are able and willing to help. It was felt that a day in May could be worth pursuing as the weather would possibly be better than March which had been the original thought. Cllr Griffiths confirmed to Cllr Parker that weeds and tidying of pathways would be looked at.
17. **Fire policy and Health and Safety update.** The documents had been circulated for review. Cllr Drew asked councillors to send the clerk any further comments on the documents. A discussion was held on where the various documents should be displayed. An additional Health and Safety document is being developed for use in the Village Hall and would be contained in a folder in the kitchen when complete for users to view. Once the policies are approved it was suggested they would be put on the website.
18. **Emergency Plan.** The document had been circulated for review. This document is work in progress and still needs developing. Cllr M. Crowe asked if all contacts and contact information in the document had been cleared for public view N. Meldrum confirmed that this was the case.
19. **Westwood Park goalposts.** Cllr Crowe said he will be attending a Westwood Park meeting on Monday 13th January and would update the Westwood Park committee on the up to date costs of the posts if the pitches were to be moved. The Councillors agreed that the cost for this could not be met from the Parish Council budgets and should be met by the football club. It was agreed that further discussion will be had with regards to this at the next Parish Council meeting once there is feedback from the football club and the Westwood Park committee. It was also discussed that the shed for the football club is in the process of being handed over to the Parish Council for insurance purposes.
20. **Tennis court repairs:** 3 quotes have been obtained for the tennis court repairs. Cllr Crowe has been looking into this and felt that the Dragons quote was the best for the repairs needed. It was agreed that this quote would be confirmed subject to Cllr Crowe request for additional information with regards to the lines once the cleaning had taken place. Cllr Crowe also requested signs to be put up at the tennis courts for Health and Safety reasons to let people know that the courts are slippery at present.



- 21. Reports and notifications:** (i) BMKALC - Repairs to property relating to affairs of the church - December legal update (circulated 10 December 2019); (ii) Police and Crime Commissioner newsletter - December 2019 (circulated 19 December 2019) (iii) NALC Chairman open letter to all councillors (circulated 19 December 2019); (iv) NALC Spring Conference 2020 (circulated 19 December 2020); (v) NALC Chief Executive Bulletin (circulated 20 December 2019); (vi) Notice to close recycling centres (circulated 31 December 2019); (vii) Community Safety newsletters (circulated 31 December 2019); (viii) BCC News: Leader's New Year message (circulated 31 December 2019); (ix) Community Speedwatch 2020 (circulated 31 December 2019) These had been previously circulated and all were noted.
- 22. Any Other Business.** Cllr Parker spoke with regards to the Local Plan and the information now seen on the [Chiltern District Council] website. It was reported that the sale of GE Healthcare to Cytiva was progressing and the new company has agreed that parking would still be made available on weekends and Village Day.
- 23. To consider a resolution that in view of the confidential nature of 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.** Cllr Drew requested that attendees other than the Parish Councillors and the Clerks withdraw from the meeting.
- 24. Date of next meeting:** Wednesday 12th February 2020 at 7.30pm in the Village Hall, Cokes Lane, Little Chalfont.



12.2.20