

**Little Chalfont Parish Council**  
**Minutes of the meeting held on Wednesday 10 March 2021 at 7.30pm**  
**Remote Zoom meeting.**

**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:** Mr D Nussbaum, Mr R. Funk, Cllr M. Tett, Ms N. Henry-Ames, Mr P. Chapman, Ms R. Bhamra.

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

1. **Apologies for absence.** Cllr C Jackson
2. **To receive and approve the minutes of the meeting held on 10 February 2021 via Zoom.** The minutes and confidential minutes had been previously circulated. They were accepted and were approved. The Chairman signed the minutes as a true record of the meeting.
3. **Declarations of Interest.** There were no declarations of interest.
4. **Approval by Chairman of items for any other business.** – None.
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 previously circulated and was acknowledged.
7. **Clerk's report.** The report had been previously circulated and all of the items would be covered on the agenda.
8. **To receive reports, as appropriate, from members of outside bodies and working parties.** Cllr J. Walford updated the meeting on the Nature Park. There has been increased issues of groups of youths using Nitrous Oxide in the park and leaving litter. Cllr J. Walford has been in contact with the Thames Valley Police and the situation will be monitored and C. Green from Community Safety Buckinghamshire Council has been informed. Cllr M. Tett and Cllr J. Walford expressed the hope that the situation will improve once the CCTV cameras are installed in the Nature Park.
9. **Financial Matters:**
  - (i) List of payments 10 March 2021. The list of payment for March had been circulated. It was approved and signed. Cllr M. Parker asked for clarification on the Complete IT cost marked as Rialtas and this was confirmed as the RBS cost for the finance package being moved on to the computer tower for the accounts assistant to be able to access it. Cllr I. Griffiths asked if the Sparkx monthly cost for maintenance has now been reduced as per the contract with the lights being converted to LED. It was confirmed that the new reduced costs are now being invoiced.
  - (ii) Income and Expenditure report. The report had been previously circulated. Cllr B. Drew asked about the Dog Bin payment as it appears that this has not been invoiced yet. It was confirmed that emptying of the dog bins is being looked in to at present, to see who is responsible and when they are being done. Cllr I Griffiths commented that at Westwood Park they are emptied frequently.
10. **Council Elections.** Candidates were reminded that application need to be delivered in person by the applicant to King George V House, King George V Rd, Amersham at the latest by 4pm on 8<sup>th</sup> April. There are 9 parish councillor positions in total for Little Chalfont Parish Council 2 for the North East ward, 5 for the North ward and 2 for the South ward.
11. **Parish Meeting.** It was agreed that the annual Parish Meeting would still be held on 28<sup>th</sup> April via zoom.
12. **Community Boards update and possible funding requests.** Cllr V. Patel updated the meeting on Community board meetings that he had attended virtually which discussed supporting young people and the mental health of young people. Cllr B. Drew, Cllr J. Walford and Mr R. Funk had also been involved in Community board meetings discussing how to support local business and the opening up of the village after lockdown. Funding for the CCTV in the Nature Park was discussed as the application for £3600 that had been made to Hearts of Bucks had nor been successful. It was agreed that an application for an additional £1800 would be made to the Community Board to go with the grant already agreed of £2600 and the Parish Council would fund the additional £1800 on top of the £1000 already agreed for funding this project. Cllr B. Drew proposed the additional £1800 form the Parish Council to go towards this project, Cllr M. Parker seconded this proposal and all agreed. Cllr B Drew mentioned that in the future a request for funding for cycle racks in the village may be discussed.
13. **CCTV Nature Park.** Funding with regard to this was discussed in item 12. Cllr J. Walford however updated the meeting that she has had a site meeting with Cllr M. Crowe and Mr R. Funk to confirm the position of the posts.
14. **Beel Close update.** The contract letter between Little Chalfont Parish Council and Matrix has been previously circulated and all councillor agreed for it to be signed.
15. **LED Streetlight conversion update.** The meeting was updated that the release of funds from Salix to the parish council has now been signed off and the funds should be released to the Parish Council before the end of the financial year.
16. **Village Way Streetlights LED conversion.** The replacement costs, time frame and potential ways to update these lights to LED are being considered, and would include consultation with residents
17. **Westwood Park issues.** There have been 3 complaints reported to Buckinghamshire Council about the problems of mud in the play area at Westwood Park. It has been unusual circumstances that due to covid the play area has been

used more than usual in the winter months and also this has been combined with the excessive rainfall in January and February 2021. Cllr M Crowe has been to view the play area and felt that 75% of it was still useable and that once the rain stopped it has dried up well. In the past we had not received such complaints and so the situation would be monitored before any further action taken. It was however agreed that it could be looked into for the entrance area by Chessfield Park to be roped off in sections to allow the grass to grow back.

The parish council have had a request from Amersham Town Council for the residents of the Lodge to be able to install Virgin Media. Cllr M. Crowe had circulated drawing of the proposed works. There would be no cost to the parish council. It was agreed by the councillors that this installation work could go-ahead.

- 18. Community Centre. Update and feasibility study progress.** Cllr B Drew updated the meeting that in order for this to progress a meeting between himself, Mr G Yellowley and Buckinghamshire Council needed to take place to ascertain the situation with the library and what can be considered.
- 19. Local Plan. Update.** Cllr Ingham said Bucks Council would be setting dates in late March and early April for their “presentations” to town and parish councils designed to gather evidence for a new county-wide Local Plan. These meetings could take place during the “Purdah” and would be completed before the elections. It was agreed that the Coordination Group could decide how to respond to Bucks Council’s call for brownfield sites, deadline 22 March, consulting other councillors by email only if there was something controversial.
- 20. Newsletter.** Cllr J Walford is working hard on this and thanked councillors for articles already received and asked for other material to be sent to her as soon as possible.
- 21. Litter problems and future plans.** A rescheduled zoom meeting will be arranged with David Jarvis at Buckinghamshire Council waste team for Councillors to discuss waste issues in the village. He has confirmed that an additional bin will be installed on the village green. A schedule for when the road sweeping would be done in Little Chalfont would be requested.
- 22. Parking update.** Kirk Adams from Buckinghamshire Council has confirmed that the lines at the bellmouth at Boughton Business Park will be done when they can be fitted in with other work schedules.
- 23. The Retreat – Tree situation.** Residents at the Retreat have informed the Parish Council that they have been in contact with Buckinghamshire Council and Buckinghamshire Council have agreed that the tree should be removed and they will do this. The residents have asked the parish council if they would fund the planting of new suitable tree/trees in the retreat. This was discussed and it was agreed that if Buckinghamshire Council would not fund this then the Parish Council would donate £50 towards a new tree but would not organise the purchase or planting of the tree and would not be responsible for the maintenance and upkeep of the tree.
- 24. Public House protection consideration in Little Chalfont.** The Asset of Community Value department at Buckinghamshire County Council have asked for additional information (to be provided by 23<sup>rd</sup> March) with the application that due to covid cannot feasibly be completed in that time. It was therefore decided that at present the applications would be withdrawn for The White Lion and The Metropolitan and new applications could be made at a later date if the newly elected council decided to pursue this further.
- 25. Insurance renewal.** The main insurance policy renewal and cyber policy renewal have been circulated. This year costs for renewal will be £2906.70 + £319.20 = £3225.90. There is £3500 in the budget to cover these costs and it was agreed that the renewals should be made.
- 26. Reports and Notifications.** To note that various reports and notifications have been circulated.
- 27. Any Other Business.** The Taekwondo Club have requested to start classes again from 12<sup>th</sup> April for children. They have requested to use the carpark so they can provide outside classes for adults. This would be looked into further before any agreement.
- 28. Date of Next Meeting. 14 April 2021.** It was agreed that as the May meeting is being held on 19<sup>th</sup> May due to council elections, the meetings in June and July would also be later in the months as this also fits in well with the preparation and presentation of end of year accounts. The meeting dates will be on 23<sup>rd</sup> June and 21<sup>st</sup> July. There will be no meeting in August and then back to the second Wednesday in the month from September onwards.
- 29.** 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 item is confidential because it deals variously with contractual and legal matters.) Cllr. B Drew thanked the members of the public for joining the zoom meeting and asked them to now leave the meeting as it was going into the confidential session.