

Minutes of a Little Chalfont Parish Council meeting

held in the Village Hall, Cokes Lane, Little Chalfont

Wednesday 15th September 2021 at 7.55pm

Present: Cllr M Crowe (Chairman) Cllr V Patel, Cllr C Ingham, Cllr B Gallagher, Cllr D Nussbaum, Cllr J Walford, Cllr C Holmes, Cllr D Silverstone, and Cllr N Henry-Ames

Members of the public: None

In attendance: Ms S Matthews (Parish Clerk) and Ms S Chapman (Accounts Clerk)

- 1. Apologies for absence:**
- 2. To accept a resolution that standing orders be suspended** to allow any members of the public to speak (10 mins).
- 3. To receive and approve the minutes and the confidential minutes of 21st July 2021 and the extraordinary minutes of 18th August 2021**
- 4. Declarations of Interest.**
- 5. Approval by Chairman of items for any other business: (i) Cycle Racks**
- 6. Chairman's Report:** The report had been previously circulated and was noted.
- 7. Clerk's Report:** The report had been previously circulated and was noted.
- 8. To receive reports, as appropriate, from members of outside bodies and working parties:**
Health and Wellbeing Community Board: Cllr Patel reported that he had attended a meeting at which the board discussed – Defibrillators and the Dementia Friendly campaign.
Environmental Community Board: Cllr Silverstone reported that he had attended a meeting at which the board discussed – ecology-report, biodiversity, and bees.
- 9. Reports on the Accounts 2021/21:**
(i) List of payments 15 September 2021 circulated and agreed
- 10. Autumn Newsletter 2021:**
 - (i) A discussion was held regarding articles to be included in the newsletter. The following was decided.
 - (ii) Cllr Walford allocated articles to councillors to compose.
 - (iii) The Parish Clerk to organise the timeline and contact Mr Lockyer regarding distribution to the village
 - (iv) To use Vario for the printing of the newsletter.
- 11. Elizabeth Avenue parking restrictions:**
 - (i) To note Buckinghamshire council's decision not to extend yellow lining: Circulated and noted
 - (ii) To consider any further action by the Parish Council: After a discussion, Cllr Patel proposed that the Parish Council take no further action on this matter. Cllr Ingham seconded. Councillors voted 8-1 in favour.
- 12. Remembrance Sunday arrangements 14th November 2021:**
 - (i) To was decided that Cllr Gallagher would start planning for Remembrance Day.
 - (ii) The Paris Clerk to provide contact information to Cllr Gallagher regarding outside bodies who will be participating.

13. Updated Code of Conduct:

To receive and adopt Code of Conduct dated 19th January 2021: It was decided to defer to a future meeting.

14. Budget Preparation and Precept 2022:

It was agreed to establish a small working party to progress the above. The members will be: The Parish Clerk, Accounts Clerk, Cllr M Crowe, Cllr B Gallagher, and Cllr D Silverstone.

15. Nature Park issues:

Footpaths: It was decided to defer to a future meeting.

16. Wildflower planting on verges: It was decided to defer to a future meeting.

17. Any other business: (i) Cycle Racks: Cllr Gallagher informed the council that the Health and Wellbeing Community Board is looking for locations in Little Chalfont at which to put cycle racks. Cllr Gallagher requested that councillors email suitable locations.

18. 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.)

19. Westwood Park Lodge Lease update:

- (i) Cllr Ingham gave an update to the council.
- (ii) Councillors discussed and agreed further action.

20. Staff Matters:

Staff training and appointments: It was resolved to confirm Ms Matthews appointment to the position of Parish Clerk. It was agreed that the establishment committee would advertise for another member of staff for the Parish office.

21. Close of meeting: 9.10pm

22. Date of next meeting: Wednesday 13th October 2021 at 7.30pm

Signature.....

Date.....