

Little Chalfont Parish Council
Minutes of meeting of held on Wednesday 13 January 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: Cllr. M. Tett, Cllr. C. Jones, Mr R. Funk, Mr G Yellowley, Mrs H Tyres, Mr M Dale.

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

1. **Apologies for absence.** Cllr. C Jackson
2. **To receive and approve the minutes of the meeting held on 9 December 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 I Griffiths requested to ask about the LED lighting conversion progress and also about playground notices with regards to Covid-19
5. **To accept the resolution that standing orders be suspended to allow members of the public to speak for (10 mins).** Cllr. C Jones introduced herself to the meeting and explained that she is a Buckinghamshire Councillor and is available to assist the Parish Council and residents of Little Chalfont. Mr G. Yellowley requested to speak with regards to the request for a grant to be made from the Parish Council to the Library. He requested a grant of £4000 to help the library through a difficult year but where the library had still tried to support the local community by offering a book delivery service. Mrs H. Tyres requested to speak with regards to item 20 on the agenda 'Consideration to let verges grow'. Mrs H. Tyres wanted to let the meeting know that she felt that the green area in front of Amersham Way was not suitable for the proposal as it was used as an amenity by local residents and felt it was not suitable for the wildlife and additional plant growth in this location. She also felt that residents should be consulted if this area was to be proposed. Cllr B. Drew proposed to bring this item up the agenda and thanked Mrs H. Tyres for her comments. Mr R. Funk wanted to inform the meeting that the LCCA newsletter and coronavirus leaflet would be sent out electronically due to Covid. Cllr. C Jones said she would try and support the Library, LCCA and Parish Council with Community Board Funding applications
6. **Chairman's report** The report had been previously circulated and was acknowledged. Cllr B Drew also alerted the meeting that at present the elections in May are planned to go-ahead and Cllr M. Tett confirmed this was the case but that this would be under review depending on Covid-19.
Cllr B Drew brought forward **item 20** 'Consideration to let verges grow'. The councillors discussed this item and it was decided that further discussion was needed before coming to a proposal as to the way forward. The item would be put on to a future agenda.
7. **Clerk's report** The report had been previously circulated and most of the items would be covered on the agenda. The clerk wished to inform the meeting that the RBS computer programme had now been installed on the computer tower for the Accounts Assistant to access and wished to thank Cllr M Crowe for his help in this matter.
8. **To receive reports, as appropriate, from members of outside bodies and working parties.** Cllr V Patel updated the meeting on GE Healthcare demolition of buildings.
9. **Financial Matters:**
 - (i) List of payments 13 January 2021. The payment schedule for January had been previously circulated. It was approved and signed.
 - (ii) Income and expenditure report. The report had been previously circulated. Cllr M Parker questioned the coding of income/expenditure for Beel Close costs. The clerk explained that this had already been highlighted to RBS and was being recoded.
10. **2021-22 Proposed Budget and Precept for approval.** The revised budget had been circulated that had taken onboard all previous comments. A revised definition would be listed next to the local plan budget figure of £10,000, and defined as 'Campaign work and professional services connected with the Local Plan'. Cllr B Drew proposed the budget and precept of £244,750 should be approved. Cllr J. Walford seconded the proposal. All agreed.
11. **Library Grant Application.** The application was discussed, and the councillors looked at the financial position of the Library and also the Parish Council funds. It was proposed that a grant of £3000 would be given. Cllr J. Walford proposed this motion and Cllr I Griffiths seconded the motion. £3000 was agreed.
12. **Community Boards update and possible funding requests.** Cllr B Drew shared a newsletter on screen for the meeting so they could view the project funded so far by the community boards and told the meeting that the

next Community Board meeting will be held on 18th February 2021. Cllr V Patel had attended a meeting with regards to the Coronavirus Vaccinations information and shared with the meeting that vaccinations were underway in Buckinghamshire. Cllr M Tett confirmed this information and said that the vaccination programme was progressing well subject to the availability of the vaccines. Cllr B Drew also provided information on a meeting that he, Cllr J. Walford and Mr R. Funk had been involved with in trying to help traders in the village and give them support. Cllr B Drew said our application was now in with the Community board for funding for CCTV in the Nature Park and also the Hearts of Bucks application for partial funding for this project. In the future it is proposed that we would be putting in an application for pedestrian safety work at Coke Lane corner as soon as possible, MVAS equipment and potentially any parking schemes once Covid is over and the real parking situation is considered.

Cllr M. Tett and Mrs H. Tyres left the meeting. Cllr B. Drew thanked Mrs H. Tyres for all the work she does for the local community.

- 13. Beel Close update.** The licence from TfL had been previously circulated and all agreed for it to be signed.
- 14. CCTV Nature Park funding – Heart of Bucks application.** This had been discussed under item 12. Applications are at present in for funding.
- 15. Speeding and MVASs.** It was discussed and agreed that new equipment was needed. The Assistant Clerk has tried to and will discuss with the clerk at Chesham Bois the MVAS that has been installed there to see if this would be suitable for Little Chalfont and also look at other options and costings to be put to the council for consideration in the next financial year.
- 16. Cokes Lane Feasibility Study update.** The report and photographs had been circulated to councillors from the meeting that Cllr J Walford, Cllr M Parker and the clerk had on site. It was agreed that the following proposals would be put to Buckinghamshire Council for feasibility and costings for pedestrian safety.
 - To ask for the road sign shown, to show Cokes lane as a larger road coming off the main road and not shown it as it is at present as a small road joining.
 - To have railings/bollards on the pavement from the corner up until the water meter . a preference for railings over bollards (to take up less space on the pavement) unless bollards are recommended for safety or other reasons?
 - In order for the pavement to be wide enough for a wheelchair or pram etc. then for the verge vegetation to be taken back and the pavement widened into this area.
 - The chevrons should be moved back into the verge area and vegetation cutaway so that they can be seen. The Chevron should also be raised on their poles so that they can be seen over the railings.It was agreed that these proposals would be sent to Buckinghamshire Council for consideration and costings to then be put forward for further consideration at a future meeting once we have received their information.
- 17. Community Centre. Update.** Cllr B Drew informed the meeting that there had been a working party meeting which had been attended by most councillors and working party members where various suggestions had been discussed and considered. It was agreed to contact the original architects for advice and to obtain a fee cost for proposed concepts combining the Village Hall and the Library. A ballpark cost for the community centre of £2million would be given to the Architects as a benchmark cost for the basis of their concept ideas.
- 18. Local Plan. Update.** Nothing to update. *Mr G. Yellowley left the meeting.*
- 19. Public House protection consideration in Little Chalfont.** The ‘Metropolitan’ and the ‘White Lion’ had been discussed at previous meetings. Cllr Ingham noted that there was support in the parish council for nominating two village pubs as Assets of Community Value. He suggested that if this was done, it would be wise to publish a short statement that, in so nominating the pubs, the parish council did not accept any obligation to be involved in the administration of a community bid to buy one of them, should such a bid ever occur.
- 20. Consideration to let verges grow.** Already considered under item 6.
- 21. Litter problems and future plans.** David Jarvis from the Buckinghamshire Waste team has come back to us about having an informal zoom meeting with the Parish Councillors who wish to attend. We are waiting for dates from him so that we can schedule the meeting. Graffiti was discussed on the post box by Elizabeth Avenue and would be checked out. Cllr D. Alexander reported to the meeting how successful the clean up campaign had been but emphasized how much litter had already come back and that it needs to be an ongoing project. For this to be maintained litter pickers and litter bags would need to be made available for residents. The assistant clerk would contact Buckinghamshire Council to see if we could purchase bags and litter pickers from them. The costs would be put forward at a future meeting.
- 22. Financial Procedures.** These are in the process of being prepared with up to date guidelines. Cllr B Drew thanked the accounts assistant Ms S. Chapman for all her work on these.

- 23. 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.
- 24. Any Other Business.** It was reported that the conversion of the streetlights to LED had almost been completed and we had received positive comments on these. Shields may be able to be considered if there are any severe directional issues with the lights going into resident's windows. Cllr I. Griffiths asked about the signage at Westwood Park and if any more could be done to stop people using the tennis courts and MUGA as this is against government guidelines. The assistant clerk will revise the risk assessment and check that all signs have been put up as had been requested to our contractors and would look at additional signage. The police would also be asked to patrol and reinforce to people that if they are using these facilities it is against government guidelines and the law.
- 25. Date of Next Meeting.** 10 February 2021 at 7.30pm. The zoom connection will be circulated on the agenda for the meeting.