

**A Meeting of Little Chalfont Parish Council will be held on  
Wednesday 10 March 2010 in the Village Hall  
Cokes Lane, Little Chalfont at 7.30pm.**

**Agenda**

1. To receive apologies for absence
2. To approve the minutes of meeting held on 10 February 2010 (already circulated)
3. To accept a proposal to suspend standing orders enabling members of the public to speak.
4. To receive declarations of interest.
5. To agree items for Any Other Business
6. Chairman's Report (to follow)
7. Clerk's Report (to follow)
8. Financial matters: (i) Income and Expenditure Report (ii) Bank Reconciliation (iii) List of payments and cheques to be signed.
9. Governance and Accountability: (i) To approve revised Financial Procedures – circulated by e-mail 2 March 2010; (ii) To approve revised Standing Orders (based on recently issued NALC Model Standing Orders) – to follow; (iii) To discuss and approve the Risk Assessment Review March 2010 – to follow; (iv) Insurance 2010/11 – to note and approve the arrangements for the renewal of the Council's insurances (Clerk).
10. Hall and Pitch Booking Charges: To consider charges for the year 2010/11.
11. Westwood Park Working Party and Playbuilder Application – update by the Chairman.
12. Reports (as appropriate) from outside bodies.
13. Market Town Health Check Plan - Following the briefing held on 3 March, to consider and, if appropriate, agree a protocol for future Council discussions and decisions on this matter.
14. Location of Royal Mail letter box – Chenies Parade (Clerk).
15. BCC Winter Maintenance Task and Finish Group – Parish Survey (circulated by e-mail to Councillors on 22 February): to consider the Council's response – closing date 10 May 2010.
16. Buckinghamshire County Council Transport for Buckinghamshire consultation regarding their Draft Parking and Enforcement Policy: to consider and if appropriate agree the Council's response - draft to follow (replies due 31 March)
17. Notifications and Correspondence:
  - (i) Spring 2010 – Open Space – magazine of the Open Spaces Society
  - (ii) Winter 2010 – The Playing Field – Buckinghamshire Playing Fields Association
  - (iii) Via Thames Valley Police 26 Feb e-mail - information re web based training courses on funding applications.
  - (iv) 1 March e-mail from CDC Democratic Services Manager re Member Briefing Sessions (passed to Chairman).
  - (v) 18 February letter from CDC's Legal Executive re Off-Street Parking Places Amendment (No 7) Order 2010.
  - (vi) Bucks Community Action – Invitation to Inaugural BCA Community Led Planning Recognition Awards on Thursday 25 March 7pm-9pm (Hazlemere Golf Club).

- (vii) BALC Matters Arising – Winter 2009 (to be handed out at meeting)
18. Any Other Business.
  19. 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.
  20. Vacancy for a Councillor
  21. Date of next meeting: Wednesday 14 April 2010 following the Planning Meeting that is scheduled for 7.30pm on the same evening.

JEM 3 March 2010