

## Little Chalfont Parish Council

### Minutes of the Meeting held Tuesday 10 June at 7.30pm in the Village Library

#### Cokes Lane, Little Chalfont

**Present:** Cllr. B. Drew, Cllr. C. Ingham, Cllr. D. Marshall, Cllr. A. Tate, Cllr. G. Smith and Cllr. F. Wilkinson

**In Attendance:** Mrs. J. Mason, Clerk

1. **Apologies for Absence:** Cllr. M. Dale, Cllr. C Gibbs
2. **Minutes of the Annual Parish Council meeting held on 13 May 2008:** These were approved and signed as a correct record
3. **Suspension of standing orders:** There were no members of the public present.
4. **Request from the Chairman of Friends of Little Chalfont Library (Mr J. Brooks) for funding:** The proposals contained within Jim Brooks' 2 June 2008 letter to the Clerk were considered. It was acknowledged that the library was a valuable resource, at the centre of village life and that the Chairman of the library and his volunteers had done an excellent job in providing a resource which is, as stated in his submission at "the hub of the community". After discussion it was agreed to defer a decision until the next meeting. In the meantime more detailed information about the library's own future fund raising initiatives would be obtained. Additionally Mr Brooks would be advised of the opportunity to address the council at the start of the next meeting.
5. **Request from The Good Companions for Funding:** A letter dated 31 March from Mr. A. Phillips, Treasurer of the Good Companions Club, requesting a grant was considered. Whilst the council acknowledged the valuable work done by the club, it was agreed at this stage a grant would not be made. Council members were agreed that a policy needed to be established setting out the criteria to be taken into account in considering such requests to ensure fair and equitable decisions. It was proposed and agreed that the Clerk should draw up a policy for referral to a future meeting. In the meantime she would write to Mr Phillips explaining the situation.
6. **Financial update:** The Clerk gave a brief update on the financial position, reporting that the current account showed a balance of £177,901.36 representing a significant increase on the year end. This was as a result of monies previously placed in a treasury bond having been returned to the account and the receipt of the first tranche of the 2008/09 precept. She and the Assistant Clerk were receiving detailed training on the Alpha finance system on 20 June.
7. **Village Day update:** Cllr. Drew summarised progress to date. All was going well, the only imponderable item being the weather. He was able to confirm to the Clerk that, as

previously discussed, due to the scale of the event there would definitely be no space for any cricket to take place.

- 8. Community Team maintenance programme :** Cllr. Drew reported that the first request for work by the community gangs had been submitted to Chris Schwier's team at Buckinghamshire County Council. The Clerk had asked for feedback on work done which had been received from the local area technician. As a result, the County staff would be revising the form to include a column for reporting back to Parishes on work done. The next visits by the gangs were week commencing 21 July and week commencing 28 July. It was agreed that any requests for work should be sent to the Clerk (by Wed 9 July and Wed 16 July for the North and South parts of the village respectively) for forwarding to the technician a week before work starts.
- 9. Update on GC2C Workshop and proposals for funding of youth facilities:** Reporting on the workshop he had attended on 13 May, Cllr. Drew stated that it had been a useful day, adding clarity to the GC2C issue. At the workshop, the lack of youth facilities had been identified and delegates had been urged to discuss the matter within Councils. Little Chalfont Parish councillors agreed that this was an issue that needed to be addressed and agreed that £500 should be ring fenced in this year's budget for a future project or projects, to be approved in line with the formula to be developed as set out in item 5 above.
- 10. Air traffic volume:** At the previous meeting it had been agreed to keep this matter under review, however, Cllr. Tate reported that there was nothing further to add at this stage.
- 11. Programme for the refurbishment of the village hall:** Cllr. Wilkinson reported that three contractors had now been contacted by the Clerk to quote to refurbish the hall. Briefly this would include painting, new kitchen cupboards and sprucing up of the toilet facilities including replacement of cracked sanitary ware as necessary. New curtains and door mats would also be purchased. Quotes should all be received by the end of next week. It was agreed that an item would be added to the next planning committee meeting (24 June) to enable the Council to approve the appropriate contractor and enable a date for the commencement of work to be set.
- 12. Triangle Maintenance update:** The Clerk reported that a contractor had been appointed to undertake work in this area on Thursday 12 June. The work would include removal of dead plants, trees, shrubs and weeds; removal of lower branches of tree; pruning of remaining shrubs and planting with Summer bedding (lavender and geraniums).
- 13. Membership of BALC:** Cllr Wilkinson informed the Council that membership of the Buckinghamshire Association of Local Council's (BALC) would be £591 pro rata for the remainder of the year (£443.75). It was agreed that the Council should join on a trial basis for one year.

14. **A- boards:** Cllr. Wilkinson undertook to address the action placed on him at the last meeting.
15. **Chiltern District Council's Budget Book:** It was reported by Cllr. Wilkinson that this had been received and a copy was in the Parish Office for anyone who wished to peruse it.
16. **CDC's Emergency Plan- Use of Village Hall as emergency reception/rest centre:** The Council were fully supportive of the proposal to use the Village Hall as an emergency centre as set out in the Emergency Planning Officer's 27 May letter. The Council were also requested in that letter to provide three contact numbers. It was agreed that these would be those of the Clerk, the Chairman and the Vice Chairman. The Clerk would reply to the Planning Officer's letter appropriately.
17. **Village Entry Signs:** Ken Moloughney (BCC Team Leader, Traffic management South) had sent a letter dated 23 May to the Clerk informing her that a budget for new Village signs had been agreed. Cllr. Wilkinson was in the process of arranging a site visit with Mr Moloughney and his staff to agree the siting, positioning and wording of the signs. It was anticipated that the County would provide four signs (two on the A404 and one each on Nightingales and Cokes Lane) and that if any more signs were required in future the County template could be used but the Parish would have to pay for them.
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:** No members of the public were present.
19. **Discussions with Amersham Town Council:** Cllr. Wilkinson circulated a letter received from the solicitors and briefed colleagues on recent developments.
20. **Date of next meeting** – Tuesday 15 July 2008 in the Village Hall

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Signed

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Date