

**Minutes of a Meeting of Little Chalfont Parish Council
Held on Wednesday 14 October 2009 in the Village Hall
Cokes Lane, Little Chalfont at 8.15pm**

Present: Cllr M Dale; Cllr B Drew; Cllr C Gibbs; Cllr L Hunt; Cllr C Ingham; Cllr G Smith; Cllr F Wilkinson (Chairman).

In Attendance: Mrs J Mason (Clerk); Mrs K Sterling (Assistant Clerk);

Members of the Public: Mr J Fantes; Mr P Martin; Cllr M Smith (CDC); Ms H Williams (Bucks Examiner).

1. **Apologies for absence:** None
2. **Minutes of the meeting held on 9 September 2009:** These were approved as a correct record and signed by the Chairman.
3. **Suspension of standing orders enabling members of the public to speak:** Having suspended standing orders the Chairman welcomed Mr J Fantes, a resident of St Nicolas Close, who spoke about the damage caused by parked vehicles to the verges at the "T" junction in the road. He requested that the Council give consideration to purchasing and installing wooden posts to prevent the problem. He would be happy to circulate a letter to residents if the Council were supportive.
4. **Declarations of interest:** None.
5. **Approval of items for Any Other Business:** The following were approved: speed limit stickers for wheelie bins; LAFs; pavilion flooring.
6. **Chairman's Report:** The Chairman reported that the event on 11 September, with pupils from Little Chalfont Primary School to mark the arrival of the new playground roundabout had been a success. The first farmers' market had taken place on 12 September. This and the October market had been very busy; it was rewarding to see proposals from the Market Town Health Check coming to fruition.
7. **Clerk's Report:** There had been a spate of vandalism in the Village including graffiti, a smashed village hall window and serious damage to the bins on the Village Green. The Clerk was liaising with the police and Cllr Smith had been informed so he could advise the NAG members. The Community Gangs were due to visit during the week commencing 26 October and Councillors were asked to report any work to the Clerk as a matter of urgency. There was a problem with the electricity supply to the tree in The Triangle which was being investigated. Chiltern District Council had agreed to free parking on the three Saturdays before Christmas and the notice of a Councillor vacancy expired on 23 October.
8. **Financial matters:**
 - (i) List of cheques to be signed and cheques signed since last meeting: This was circulated and approved.
 - (ii) Income and Expenditure Report: This was circulated. It was noted that the central heating boiler in The Lodge had failed and that a new boiler had to be installed. The Clerk had arrangements in hand. Costs would be in the region of £2500.

- (iii) Bank reconciliation: This had been signed by the Chairman together with the corresponding bank statement.
 - (iv) Internal Audit update: The document previously circulated setting out implementation of actions arising from the audit report dated 8 May 2009 was considered and agreed.
 - (v) Internal Audit – Review of Effectiveness: Cllr Smith agreed to undertake this review and report back to the January meeting.
 - (vi) Payment of Allowances: A resolution was agreed that the Council pay a Chairman’s allowance of £100 for the year 2010/11 and that this be reported to Democratic Services at CDC.
 - (vii) Investment Strategy: The Business Bond had been opened with Alliance and Leicester and all being well £50,000 would be transferred into the bond within the next few days.
 - (viii) Grants and Donations: Following discussion of applications received it was agreed that £200 be donated to Chiltern and South Bucks Dial-a Ride and £100 towards the Mayor of Chesham’s Christmas Party for the elderly. Sue Ryder Nettlebed Hospice had also submitted an application. Whilst appreciating the valuable work undertaken by this organisation it was decided not to make a donation. The Clerk would arrange the appropriate payments.
9. **Reports from outside bodies:**
- (i) Reports from members of outside bodies: **NAG** – Cllr Smith gave a report of the 30 September meeting. Differing priorities were evident between those endorsing a collaborative approach to tackling anti social behaviour and those who wanted the letter of the law to be enforced. Regarding a DPPO for areas of Little Chalfont, staff at CDC continue to work on collating evidence that the anti-social behaviour experienced is alcohol fuelled. Football matches between the Thames Valley Police and local young people were being arranged and Cllr Smith, together with Duncan Dyason, had a meeting arranged at Bell Lane School and hopefully a firm proposal for a youth Club might soon be forthcoming. Turning to speeding, no progress had been made due to problems with the police’s data collection equipment although a member of staff at CDC had a project in hand to look at automatic speed warning signs. **LCCA** – Cllr Drew reported that a meeting was scheduled for the following evening. The association would be examining the possibility of achieving charitable status. A new secretary was still being sought.
 - (ii) To receive the **Denham Aerodrome** Consultative Committee Honorary Secretary’s 8 September and 8 October letters: The contents of the letters were reported. Unfortunately, Cllr Dale would be unable to attend the meeting on 2 December. It was agreed that he would liaise with the Clerk regarding a response which would enclose a map of the parish boundaries and set out the Council’s concerns in more detail.
10. **Delegated Budgets 2010/11:** It was noted that the deadline for submission of projects is 30 November and that Councillors’ proposals will be discussed at the 11 November Council meeting.
11. **Local Priorities Budget:** It was agreed that in response to Carole Burslem’s 2 October e-mail a bid for funding in the region of £2-3000 would be made to contribute to the

anticipated projects at Westwood Park. It was also noted that CDC Leisure and Community staff were putting in a bid for funding of floodlights to enable football matches between young people and Thames Valley Police to take place during the evenings at Westwood Park.

12. Reports and Notifications:

- (i) BCC – Cllr M Tett’s 14 September letter re preferred bidder to treat County’s residual waste.
- (ii) CDC – Annual Business Meeting 14 October 2009.
- (iii) Chiltern News September 2009 (Chiltern Society Magazine)
- (iv) CDC 16 September e-mail re Gambling Act. It was agreed that the Clerk should respond stating that the Council had nothing to add.
- (v) Thames Valley Police 17 September letter re posters for Alcohol Awareness Week and Not in My Neighbourhood Week.
- (vi) BALC – Matters Arising Autumn 2009.

13. Any Other Business: (i) Bin Stickers – arising from a discussion at the NAG, it was agreed in principle that the Council would support a proposal to have 30mph speed limit stickers on bins in designated roads and that a contribution of £100 might be made towards the cost. However, clarification was sought regarding the optimum spacing for the allocation of stickers. (ii) Pavilion Flooring – Arising from discussions at the Westwood Park Working Party, it was agreed that new floor coverings be purchased for the Pavilion. The Assistant Clerk would obtain quotes and place an order. It was anticipated that the cost would be in the region of £1500. (iii) Local Area Fora - Cllr Ingham had attended a talk by Chris Williams, Chief Executive of Bucks County Council, about “Community-Led Planning” (CLP). This is the concept which Mr Williams said was at the root of new working practices at BCC. Cllr Ingham understood that CLP meant, in practice, the Local Area Fora (LAF). The idea was that all local community groups, big and small, would have access to the local LAF, which would become the place to process Market Town Health Checks, Parish Plans etc, and to allocate funds to projects therein. Asked whether LAFs were now the only channel for getting something done about MTHCs and Parish Plans, Mr Williams said they could still be sent direct to BCC, which itself would feed them in to the local LAF. The 19 LAFs in Bucks now had project budgets of £70,000 each, and this might treble in the next few years.

14. It was agreed that in view of the confidential nature of the business to be transacted the public and press be excluded from the remainder of the meeting and be instructed to withdraw.

15. Village Open Spaces and Westwood Park Sports Grounds Maintenance Contracts: It was reported that there had been a good response to the invitation to tender and the closing date was 20 October. As agreed at the last meeting, Cllr Smith and Cllr Hunt would meet with the Clerk once the tenders had been analysed with a view to making a recommendation to the Council at the 11 November meeting.

16. Feedback from Working Parties. The Chairman updated the Council on progress made by the Westwood Park Working Party. A further meeting was scheduled for 2

November at which it was hoped a number of firm proposals could be made. In addition, students at Buckinghamshire New University had been briefed regarding a project to look at future usage and facilities. The working party looking at property usage would meet in due course.

17. **Budget discussions 2010/11:** Although the Clerk had started work on next year's budget, this could not be finalised until the outcome of the tendering process was decided. Detailed discussion would take place at the 11 November meeting.
18. **Date of next meeting:** Wednesday 11 November 2009 at approx. 8.15pm to follow a meeting of the Planning Committee (scheduled for 7.30pm) - in the Village Hall.

Signed.....

Date.....