

**Minutes of a Meeting of Little Chalfont Parish Council  
Held on Wednesday 10 February 2010 in the Village Hall  
Cokes Lane, Little Chalfont at 8.50pm**

**Present:** Cllr M Dale; Cllr B Drew (Chairman); Cllr C Gibbs; Cllr L Hunt; Cllr C Ingham; Cllr P Martin and Cllr G Smith.

**In attendance:** Mrs J Mason (Clerk)

**Members of the public:** Ms H Williams (Buckinghamshire Examiner)

1. **Apologies for absence:** None.
2. **Minutes of the meeting held on 19 January 2010** (already circulated): These were approved as a correct record and signed by the Chairman.
3. **Suspension of standing orders enabling members of the public to speak:** There were no members of the public present who wished to speak.
4. **Declarations of interest:** None.
5. **Items for Any Other Business:** The following was approved - use of instant penalty charge notices in certain areas of Little Chalfont.
6. **Chairman's Report:** This had been previously circulated and covered: an update on the Playbuilder funding application for a proposed new playground in Westwood Park; a reminder about the public consultation event regarding these proposals to be held at the Village Hall on Saturday 13 February; information about the feasibility study to be undertaken by Buckinghamshire New University on the long term recreational use of the Park; the installation of the bollards in Burtons Lane; a brief comment about the LAF Planning event the previous month.
7. **Grounds Maintenance Contracts:** Councillors Smith and Hunt signed the two contracts which the Clerk would now forward to Amersham Town Council and Spruced-Up.
8. **Buckinghamshire County Council Speed Limit Review Order 2010:** This was formally received having been previously circulated to Councillors by e-mail on 3 February.
9. **Chiltern District Council Community Cohesion Plan 2010/12:** Responses to the consultation are due by 15 March 2010. The Clerk had drafted an outline reply and it was agreed that, as discussed, comments received from Councillors should be incorporated and the finalised response sent to Chiltern District.
10. **Financial matters:** (i) *Income and Expenditure Report*- received. Councillors preferred the revised format. (ii) *Bank reconciliation* – The Chairman signed the reconciliation and corresponding bank statement. (iii) *Payments and cheques to be signed*- the list was circulated and approved.
11. **Standing Orders and Financial Regulations:** Updated model standing orders had been received the previous week from BALC. The Clerk would revise the Council's Standing Orders in the light of this document and update the financial regulations. These documents would be circulated to Councillors with a view to approving them at the 10 March meeting.
12. **Reports from Outside Bodies:** (i) *NAG*- Cllr Smith reported that the meeting was taking place at the present time. However, he had received an update from the police who had said there was currently little to report on anti-social behaviour in Little Chalfont. As reported on 10 February a member of the neighbourhood team would be attending the 3 March LCCA meeting. Concerns remained as to what was the best way forward to ensure effective engagement with the police to the benefit of Little Chalfont and it was agreed that the situation should be kept under review. (ii) *Library*-Cllr Hunt reported that the library committee were applying for funding from BCC, that the path was being repaired and a fund raising wine tasting was being held in the Village Hall on 12 February. (iii) *Denham Aerodrome Consultative Committee* – Cllr Dale reported

that he had a copy of a letter from the Minister for Aviation that clearly stated there were low flying planes over Little Chalfont and, surprisingly, that the Parish Council had a representative on the consultative committee. In the meantime, the Clerk had received a letter dated 8 February from the committee's secretary inviting Cllr Dale to the next meeting on 10 March at 10am. She would respond to that letter in consultation with Cllr Dale. (iv) *Local Area Forum*-The Chairman reported that the LAF was taking place that evening in Chalfont St Peter. The Parish Council's meeting dates had been sent to the BCC staff who arrange the LAF and hopefully such clashes will be avoided in future .

- 13. To discuss the format and arrangements for the Parish meeting 2010:** It was agreed that the meeting would be on Wednesday 19 May 2010 with light refreshments at 7.30pm followed by the meeting at 8pm. It was agreed that three speakers be invited: the new police inspector in charge of the NAG; County Councillor Tim Butcher; Malcolm Godwin, BCC Rural Towns Coordinator.
- 14. Snells Wood Public Conveniences:** The Clerk had requested but still awaited the further information from CDC.
- 15. Parking in Snells Wood Public Car Park:** Cllr Smith reported that he and the Clerk had had discussions and correspondence with a member of the public about free short term parking in the public car park. CDC's parking manager had mentioned to the member of the public that in Great Missenden the Parish Council fund the free parking provided there. The Council were of the view that free parking for 30 minutes would be welcomed and also help businesses. They were also aware that other Parishes had dropped such schemes because of the cost. However, it was agreed that the Clerk should investigate the feasibility and cost , liaise with other Parishes and report back.
- 16. Village Gritting:** It was agreed that the Clerk should investigate the options for improving residents' access to grit and the possibility of purchasing a grit spreader for use in the hall car park and on village centre pavements. The grounds maintenance contract included gritting as an alternative duty during bad weather. She would also liaise with BCC about the availability of free grit to fill bins and permission to place bins on the pavements.
- 17. Little Chalfont Farmers' Market:** The Farmers Market Manager, Mrs M Gloor, had replied to the Clerk's 29 January letter. At present the Co-operative were running the market at a slight loss although they were hopeful of attracting two new stall holders in the near future which would put the market into profit. It was agreed that the market should be encouraged to continue, however, some form of payment was required. It was agreed that the Clerk should respond offering the use of the car park for a further twelve months on the condition that in six months time an appropriate payment is received and the mechanism for future payments be established. In addition a formal agreement should now be drawn up between the Council and the Co-operative.
- 18. BCC Draft Parking and Enforcement Policy:** The objectives of this policy were briefly summarised and it was agreed that the paperwork should be circulated to Councillors with a draft response. This would be finalised at the 10 March meeting enabling the 31 March deadline for responses to be met.
- 19. BCC – 25 January letter re diversion of footpath 7:** It was agreed that the Council have no objection to this diversion.
- 20. Notifications and Correspondence**
  - (i) Chiltern Society 1 February 2010 e-mail (circulated to Councillors 2 February 2010).
  - (ii) Thames Valley Police Newsletter 1 February 2010 (circulated to Councillors 2 February).
  - (iii) Buckinghamshire Community Action letter dated 14 January 2010 regarding merger to form Community Impact Bucks.
  - (iv) 2010 Voluntary and Community Sector Conference to be held at Latimer Place 3 March 2010 9.30am - 4pm.

(v) Cllr Mrs J Fulford's 14 January 2010 letter thanking LCPC for contribution to the Christmas Day Party for older people.

(vi) LCCA AGM 25 March 2010 at 8pm – all invited. Cllr Ingham will make a presentation on the Core Strategy.

(vii) Invitation from Chalfont and Chenies Guides to attend a service on 7 March at 10.30 am at the Methodist Church to celebrate 100 years of Girl Guiding.

(viii) "Have Your Say" – poster advertising opportunities to meet with CPSO Hannah White at the Community Library.

21. **Council Meeting and Planning Committee Dates:** Now that the Parish meeting date had been set it was agreed that a finalised schedule be circulated. In response to a query by Cllr Ingham, it was agreed to continue with double meetings when the Council and Planning Committee dates fell in the same week.
22. **Any Other Business:** The map of "stressed" parking areas with double yellow lines in Little Chalfont (Burtons Lane and Chalfont Station Road) was circulated. This had been sent to the Clerk by the CDC Parking Manager who was investigating the possibility of issuing instant Penalty Charge notices in such areas. It was agreed that Councillors would forward any further suggestions of other stressed areas to the Clerk that they might have.
23. A resolution was agreed 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.
24. **Vacancy for a Councillor:** Cllr Hunt reported that a member of the public had expressed an interest in becoming a Councillor and had said they would come along to observe. However, they had not attended.
25. **Date of next meeting:** Wednesday 10 March 2010 at 7.30pm in the Village Hall.

Signed.....

Date.....