

Minutes of a Meeting of Little Chalfont Parish Council
Held on Wednesday 12 October 2011 at 8.35pm in the Village Hall
Cokes Lane, Little Chalfont

Present: Cllr M Dear; Cllr B Drew (Chairman); Cllr J Hinkly; Cllr L Hunt; Cllr D Rafferty; Cllr M Parker and Cllr V Patel.

In attendance: Mrs J Mason (Clerk).

1. **Apologies for absence:** None.
2. **Approval of the minutes of the meeting held on 14 September 2011:** The minutes were approved and signed by the Chairman as a correct record.
3. **Suspension of standing orders enabling members of the public to speak:** No members of the public were in attendance.
4. **Declarations of interest:** None.
5. **Items for Any Other Business (AOB):** The following were approved by the Chairman (i) an update on any responses from members of the public arising from the item in the October newsletter asking how the Council might mark the Queen's Diamond Jubilee and (ii) an update on the actions agreed from the Buildings Working Party (iii) notifications and correspondence received after the agenda for 12 October had been issued.
6. **Chairman's Report:** This had been previously circulated. Expanding on the item referring to his attendance on 22 September at the National Association of Local Councils conference entitled "Communities in Action," the Chairman had been very interested in reports from a council in Herefordshire on participatory budgeting. Turning to the issues of the Diamond Jubilee and the Olympics he advised that the District and County Council had combined forces to provide a task force that would help communities organise celebratory events. Items such as bunting would be available at discounted prices. In addition he had been approached by one or two other groups in Little Chalfont asking about celebrations next summer.
7. **Clerk's Report:** This had been previously circulated and the details had been noted by Councillors. The item raised under AOB regarding the Buildings Working Party was also discussed at this stage. In view of the confidential nature of the discussions they are minuted in confidential minute 7(i) of these 12 October minutes.
8. **Financial matters:** (i) *Income and Expenditure Report* – this had been previously circulated and was noted together with the reasons for the high level of underspend. (ii) *List of payments and cheques to be signed* – Payments totalling £56,665.28 were authorised following circulation of the schedule. It was noted that £50,000 of this was accounted for by a transfer between accounts. (iii) *Santander bond*- the necessary forms to open the new bond were signed together with a covering letter. (iv) *Scottish Widows 7 day access account* – a cheque for £50,000 was signed together with a covering letter and instruction to Scottish Widows, transferring £50,000 from Lloyds TSB. (v) *Signatories to the current account with Lloyds TSB*- The Clerk would be contacting new Councillors and asking them to complete the appropriate mandate forms enabling them to become signatories to the account.

9. **Budget Preparation and Precept 2012/13:** A resolution was agreed that the Clerk should meet with Cllr Drew and Cllr Hunt to discuss budget proposals with a view to presenting the draft budget to the November meeting of the Council.
10. **Reports from outside bodies:** (i) *Library* – Cllr Hunt reported that the presentation of the Queen’s Award for Volunteers by the Lord Lieutenant of Buckinghamshire on 30 September had been a most enjoyable occasion. A fund raising quiz on 8 October had made £2000. Councillors were reminded that they could vote on-line if they wished for the library project put forward under NatWest Bank’s community involvement initiative NatWest Community Force. (ii) *LAF* – Cllr Drew reported that the next LAF would be at the Village Hall on Wednesday 19 October at 7pm and urged Councillors to attend. Of particular importance would be attendance by representatives from London Underground who would be discussing and answering questions on the proposed embankment reinforcement work during which heavy plant, equipment and contractors’ vehicles would be located in Beel Close. To date the Parish Council had received no official notification of the work and its impact on Beel Close residents.
- 11. Westwood Park**
- I. *Update following 3 October meeting of the Westwood Park Working Party:* The notes of the working party had been circulated to Councillors. Cllr Drew confirmed that discussions were still underway regarding registration under the Queen Elizabeth II Playing Fields scheme. The deadline was now quite open ended allowing all the implications to be thoroughly examined. Options for further storage and toilet facilities were being investigated. The working party hoped that a second MUGA could be installed at the other end of the court to the existing MUGA.
 - II. *Westwood Park Car Park and Drive Repairs:* Work was scheduled to start on 17 October. Notices had been put up and local residents notified about the work.
 - III. *Westwood Park Sewerage:* The engineers had had some problems with the new pump which were being corrected under the guarantee. They had also confirmed that the pumped system was unlikely to be able to deal with the installation of public toilets.
 - IV. *Westwood Park Playground Contract:* Discussions continued with Wicksteeds whose first offer regarding future guarantees had not been accepted. The Council gave approval for the Clerk to continue her negotiations to a conclusion with which she was satisfied.
12. **Hall Management Committee and AGM– Update following 5 October meetings:** At the AGM the new committee had been confirmed under the chairmanship of Mrs F Edwards. She had thanked the Council for the efficient and welcoming manner in which the hall was run. There was a request from a representative of user groups that a data projector be available for hire. Costs and feasibility were being investigated. In the meantime the search for a voluntary secretary to the Committee continued.
13. **Grants and donations** - These were considered and agreed as set out below:
- i. *Chiltern and South Bucks Dial-a-Ride:* It was unanimously agreed to award £250.
 - ii. *Little Chalfont Good Companions:* It was unanimously agreed to award £150.
 - iii. *Mayor of Chesham’s Christmas Lunch:* It was unanimously agreed to award £100.
 - iv. *Little Chalfont Library:* It was unanimously agreed to award £6000.

- v. *Confirmation of contribution to Christmas lights and hanging baskets:* It was agreed to continue the current level of support ie 15 baskets (cost last year £1762.50) and safety checks/connection/ maintenance during festive season of the tree lights.
 - vi. *Donation to LCCA newsletter printing costs:* It was agreed to donate £100 to the LCCA.
14. **Health and Safety Policy:** The Parish Council’s Health and Safety Policy had been previously circulated. It was agreed to accept the kind offer made via Cllr Dear for Mrs Dear to meet with the Clerk to discuss the document informally prior to referring the item to the next Council meeting.
15. **Any Other Business:** (i) Suggestions from members of the public re Diamond Jubilee - it was reported that no comments had as yet been received arising from the October newsletter (ii) Buildings Working Party – covered by confidential item 7(i) of these 12 October minutes (iii) Notifications and Correspondence
- a. Buckinghamshire Association of Local Councils (BALC) – invitation to Standards briefing at Green Park on Thursday 10 November 2.30pm-5pm.
 - b. Buckinghamshire Rural Affairs Group Annual Conference 2011 on Friday 25 November 2011 at The Saunderton Estate.
 - c. Chiltern Community Transport Hub on Friday 21 October 2011 at Chiltern District Council Offices from 11.30am -1.30pm.
 - d. Buckinghamshire County Council notice about budget consultation 2012/13 (available on-line at www.buckscc.gov.uk/budget).
 - e. Joint letter dated 11 October 2011 from the Chief Executives of CDC, SBDC and WDC about progress with single management structure. Current thinking is that CDC and SBDC look to rationalising their management teams.
16. **Date of next meeting:** Wednesday 9 November 2011 at 7.30pm.

Signed

Date.....`