

Minutes of a Meeting of Little Chalfont Parish Council
Wednesday 8 June 2011 at 8.30pm in the Village Hall
Cokes Lane, Little Chalfont

Present: Cllr M Dear; Cllr B Drew(Chairman); Cllr L Hunt ; Cllr V Patel; Cllr D Rafferty and Cllr G Smith (until item 20).

In Attendance: Mrs J Mason (Clerk)

Members of the Public: Mr M Parker and Cllr M Tett (BCC).

1. **Apologies for absence:** These were received from Cllr J Hinkly.
2. **Cllr Dear's declaration of acceptance of office signed and witnessed on 17 May 2011:** This was received.
3. **Approval of the minutes of meeting held on 11 May 2011:** These were approved as a correct record and signed by the Chairman.
4. **To accept a proposal to suspend standing orders enabling members of the public to speak:** There were no members of the public who wished to speak. The Chairman did however congratulate Cllr Tett on his appointment as Leader of Buckinghamshire County Council.
5. **Declarations of interest:** None.
6. **Items for Any Other Business:** At the Chairman's request one item was agreed – Core Strategy update.
7. **Chairman's Report:** This had been previously circulated. In addition to updates on work in progress, the Chairman had taken the opportunity to set out his vision for the future and had itemised the issues he would like the Council to discuss and hopefully agree over the next four years. He emphasised that these were his personal thoughts and would require full discussion within the Council and, if agreed, wider discussion and consultation with others.
8. **Clerk's Report:** Previously circulated. It was noted that the diversionary activities football sessions would be restarting on Friday evenings.
9. **Financial matters:** (i) *Income and Expenditure Report* - previously circulated and noted.(ii) *List of payments and cheques to be signed* - A list of payments totalling £10,174.73 was circulated, approved and signed by the Chairman. One payment made under section 137 was approved. (iii) *Schedule of Section 137 Payments 2010/11:* this had been previously circulated and was received and noted.
10. **To receive the Internal Audit Report 2010/11 accounts:** This had been previously circulated to Councillors. The auditor had signed section 4 of the Annual Return to the external auditors and had been pleased to state that the accounts are in good order. He made three observations concerning (i) clearer identification of the impact of a proposed surplus or deficit on the level of reserves (ii) review of interest on investments and (iii) annotating the list of payments approved at each meeting and filed with the minutes to identify section 137 payments. (See item 9(ii) above.) The Chairman had sent an acknowledgement to the Auditor and a detailed response would be prepared by the Clerk in the next weeks.
11. **Annual Return for the Year Ended 31 March 2011:** (i) *to approve and sign the return to the external auditors* – copies were circulated and noted. The Return and balance sheet were approved and then signed by the Chairman and the Clerk; (ii) *to approve the notice of appointment of date for the exercise of electors' rights* – this was approved and will be posted on notice boards on 10 June 2011. The accounts will be available for inspection on reasonable notice from 27 June 2011 – 22 July 2011.
12. **To consider a resolution that a working party be formed to research possible options for community building(s) in Little Chalfont:** This resolution was proposed by Cllr Drew and seconded by Cllr Rafferty. It was

agreed that the working party membership should initially be Cllrs Drew, Hunt and Hinkly with invited representatives from the LCCA and the Friends of Little Chalfont Library. The objective of the Working Party would be to take a fresh look at the subject and report back any recommendations to the Council for discussion and any decisions. The Working Party would draw up terms of reference for approval by the Council.

13. **Five Year Spending Plan:** *to agree a resolution that the Clerk prepare a draft plan to be presented to the 13 July meeting of the Council for discussion* – following a discussion it was agreed that this work should be undertaken.
14. **Ear Marking of Reserves** – *to agree a provisional schedule which will be subject to amendment following completion and agreement of the spending plan:* The schedule previously circulated dated 8 June 2011 was agreed.
15. **Village Day 11 June 2011 and Diamond Jubilee 2012:** It was agreed not to have Council stall on Village Day, 11 June. Discussions about the Council's involvement in Diamond Jubilee 2012 celebrations were deferred until a future meeting.
16. **Playbuilder Update** (i) *to note receipt of the certificate of lawfulness for application CH/2011/0523/SA*– receipt of certificate dated 25 May 2011 noted.(ii) *Project Update* – The Clerk reported that work had started on 6 June and should be finished by the start of the school Summer holidays. Progress reports were available on the Parish Council web-site.
17. **Procedure for reporting highways and associated issues:** it was agreed that in future Councillors should on a monthly basis send the Clerk a report of work required in the roads they were allocated for planning purposes. Councillors should include their home road for this task and were not precluded from reporting concerns in other roads outside their allocation. On receipt of reports the Clerk would ask the appropriate body (BCC, CDC, Spruced-Up) to carry out remedial work.
18. **Reports (as appropriate) from outside bodies:** (i) *Library* – Cllr Hunt was delighted to report that the library volunteers had been awarded the Queen's Award for Voluntary Service. The recent AGM had been well attended. (ii) *Village Hall Management Committee*- Cllr Drew reported that the committee had met on 6 June and had reviewed its terms of reference. It had been agreed that these should be retained with one change, namely, that in future the AGM should be held in October. A date had been set for Wednesday 5 October 2011 at 6pm. The Parish Council were invited to attend.
19. **NAG Review Meeting 8 June 2011: Update** – Earlier that day Cllr Drew, Cllr Smith, the Clerk and Mr P Mickle from the LCCA had met with Sergeant Mutch and Constable Eatwell from Amersham Police Station Community Policing Team. This meeting had been in response to the 18 February letter sent from the Clerk to Sgt Mutch about the future of the Neighbourhood Action Group. They had discussed the previous operation of the NAG and the future of police and community liaison in Little Chalfont. Cllr Smith reported that it had been agreed that there would no longer be a NAG and a new forum for discussing Little Chalfont's concerns with the local neighbourhood team would be established. This would be an amalgam of Parish Council, LCCA members and the neighbourhood team and would respond to extant issues or those coming up. Members would have a direct line of communication with the police and meetings would be held as required. In the past encouraging results had been achieved on anti-social behaviour and graffiti, for example, and this had been achieved not through the NAG but direct communication with the police. The new system would build on this model giving a flexible and more efficient method of liaison. A protocol would be drawn up setting out how the new arrangements would work and regular reports would be made to the Council. The Council welcomed and supported this approach.
20. **High Speed Rail:** *As agreed at the 11 May meeting to receive and comment on the first draft of the Parish Council's response to the public consultation* – Cllr Smith had previously circulated a first draft of a suggested

response and chose to withdraw from the meeting at this stage. There followed a discussion of the draft and it was clear that the Council was not agreed on a common response to the consultation although all present did agree with the points made in response to questions 5 and 7. It was decided to discuss the response further at the 13 July meeting when it might be necessary to agree to send a minority and a majority response. In conclusion, Cllr Drew asked that thanks to Cllr Smith be recorded in the minutes for his detailed work in preparing the draft.

21. Notifications and Correspondence:

- i. 27 May 2011 letter from Lord-Lieutenant with details of Armed Forces Day event on 25 June 2011 at Aylesbury Rugby Club, Weston Turville.
- ii. Chiltern News June 2011

22. Any Other Business: Amendments to Core Strategy following Examination in Public – further to his e-mail of that afternoon, Cllr Drew confirmed that a revised version of the core strategy was now available on CDC’s web-site. With the e-mail he had attached a draft leaflet advising residents of the impact of the revisions and next steps in the process. He hoped this could be sent out jointly from the LCCA and the Parish Council (subject to minor changes). It was agreed that the Clerk should liaise with the Treasurer of LCCA about possibly sharing the cost of printing. She would report back to the next meeting with costings and approval would be sought for the expenditure.

23. Date of next meeting: Next scheduled meeting is Wednesday 13 July 2011 at 7.30pm. There will be an extraordinary meeting of the Council after the Planning Committee meeting on 28 June (approximately 8.30pm) to consider the co-option of a councillor to fill the vacancy following the 5 May elections in Little Chalfont South. There will also be an informal meeting for Councillors and candidate(s) for co-option at 7.15pm prior to the Planning meeting.

Signed.....

Date.....