

**Minutes of a Meeting of Little Chalfont Parish Council  
Held on Wednesday 14 November 2012 at 7.30pm  
In the Village Hall, Cokes Lane, Little Chalfont**

**Present:** Cllr B Drew (Chairman); Cllr J Hinkly; Cllr L Hunt; Cllr S Keighley and Cllr M Parker.

**In Attendance:** Mrs J Mason (Clerk).

**Members of the Public:** Ms L Mowat (Bucks Examiner).

1. **Apologies for absence:** These were received from Cllr V Patel and Cllr D Rafferty.
2. **To accept a resolution that standing orders be suspended to allow any members of the public to speak:**  
There were no members of the public present who wished to speak.
3. **To receive and approve the minutes of the meeting held on 10 October 2012 and the extraordinary meeting held on 24 October 2012:** The minutes of the extraordinary meeting held on 24 October were approved and signed as a correct record. The non-confidential minutes of the meeting held on 10 October were approved and signed as a correct record. It was agreed to defer discussion of the confidential minutes of that meeting until after item 20 below.
4. **Declarations of Interest:** None.
5. **Approval by Chairman of items for any other business:** The following were approved (i) reader for Carols on the Green Saturday 15 December 2012; (ii) Help the Aged Good Neighbour Scheme; (iii) Road repairs; (iv) Christmas lights.
6. **Chairman's Report:** This had been previously circulated.
7. **Clerk's Report:** This had been previously circulated. It is hoped that the sign at Westwood Park will be installed soon. Hannah White, Police Community Support Officer, will be carrying out a further speed monitoring exercise at the A413 end of Cokes Lane.
8. **To receive reports, as appropriate, from members of outside bodies and working parties:** (i) *LCCA* – Cllr Parker reported that the LCCA would prefer the Parish Council to contact businesses about problems raised via the parking survey rather than approach the matter through the Association's business contacts. He suggested that the Clerk's imminent response to an e-mail from the Chenies Parade Management Company would be a general starting point for such communications. Further consideration was being given to additional input into the Core Strategy Delivery Development Plan Document; (ii) *GE Healthcare* - Cllr Parker had attended and the group had been given an update on the changing shape of GE. It seemed that there were, however, no plans to reduce staffing at sites in Little Chalfont with Pollards Wood continuing to be the global headquarters; (iii) *Westwood Park Working Party* – At a meeting on 8 November, the new sign (see minute 7 above), the development of byelaws, tennis courts/ Muga pitch resurfacing, and, possible uses for the old play area were amongst the matters discussed; (iv) *LAF* – at the 17 October meeting a grant of £3,000 had been awarded towards the cost of installing the entrance to the Nature Park.
9. **Financial matters:** (i) *List of payments and cheques to be signed* – The schedule was discussed. It was noted that cancelled cheque 999 for £252 should have appeared as a minus figure on the schedule. A manual adjustment was made to the schedule and payments totalling £34,072.18 were approved. (ii) *Income and Expenditure Report* - It was noted that the meeting to discuss next year's budget was scheduled for 28 November. This will be attended by the Clerk, Cllr Parker and Cllr Hinkly
10. **Street Lighting Energy UMS Contract Renewal:** It was noted that the street lighting energy contract has been awarded to Southern Electric with effect from 1 December 2012 for a three year period. The total cost will be £26,497.95, almost £13,000 less than the quote received from the existing supplier, EdF.
11. **Parking Survey:** Cllr Parker updated the Council on discussions with other parties and authorities. The businesses will now be contacted by the Clerk (see minute 8 (i) above) and she is awaiting further details from CDC on the formula used to calculate the charge to the Parish Council should it decide to fund a period of free parking at Snells Wood Car Park. A meeting has been arranged for 29 November with Si Khan at BCC. Cllr Parker has contacted Andrew Miles of London Underground who is consulting with colleagues and hopes to reply more fully in two weeks or sooner. Dr Challoner's have confirmed that they write regularly to pupils and parents about parking problems. It was agreed that the Clerk should write to other schools in Little Chalfont asking them to take similar action if they are not already so doing.

- 12. Community Centre consultation results:** Cllr Drew confirmed that 630 people voted that in principle they supported the development of a new Community Centre. 21 had voted against such a development. There was a clear mandate to take the project further and the next steps would include speaking to the landowners/landlords (BCC and CDC) and preparing a detailed brief for architects. A press release about the results had been issued and stated *“there is still much work to do and a further consultation will be carried out when we have more definite plans.”*
- 13. Request from staff at Halifax House for a pedestrian crossing to Nightingales Corner:** *To consider and agree appropriate action* – An e-mail had been received from the Sheltered Housing Officer at Halifax House, who had been advised by a member of staff at BCC to contact Little Chalfont Parish Council and ask whether it would be possible to submit an LAF funding application for a pedestrian crossing on the A404 from the flats to the shops. The Council acknowledged that crossing the road could be perilous and there was a serious safety concern. However, in the past BCC had objected to proposals for a crossing. It was agreed that the Clerk should consult with BCC for clarification, liaise as necessary with the housing officer and report back to the Council.
- 14. Flooding – To consider the Parish Council’s response to (i) BCC 16 October e-mail about the launch of a consultation on the Buckinghamshire Local Flood Risk Management Strategy and SEA and (ii) CDC 17 October e-mail requesting a strategic flood risk information update:** It was agreed that the Clerk should respond to BCC supporting the principle that there should be better and more effective management of flood risk. Further guidance would be sought on the role of Town and Parish Councils. The important point would be made that gully clearing must be properly tackled, regularly and routinely. This basic task is fundamental to flood risk management. It would seem that recent serious flooding under the railway bridge on the A404 was exacerbated by blocked gullies. The response to CDC’s e-mail would list sites in Little Chalfont prone to flooding. These will include Beel Close, various sites in Burtons and Nightingales Lanes, the junctions of Elizabeth Avenue and Cavendish Close and, of course, under the railway bridge. CDC would also be asked to ensure that leaves are swept from the A404 near the railway bridge. It was agreed that the Clerk would circulate her response to CDC to Councillors prior to sending.
- 15. Report Back on Meeting with TfB Local Area Technician, Tony Broderick, 9 November 2012:** This was a useful meeting attended by Cllrs Hinkly, Rafferty, Parker and the Clerk. The inadequacies of gully clearing were discussed and Mr Broderick will confirm who is responsible for the gully at the entrance to the station car park. Other items considered were: confirmation that new bollards had been ordered to replace the broken ones at the end of Burtons Lane; an undertaking to quote for the cost of extending the line of bollards to the junction with the A404, and, scheduling of repairs to the pavement outside the telephone exchange. It was confirmed that the white markings adjacent to the dropped kerb by the carpet shop were not enforceable. [Cllr Parker undertook to ask BCC on 29 November if double yellow lines are feasible at this location.] In addition, BCC would be happy for a bench to be sited in Chalfont Avenue as discussed at the 12 September Council meeting. The Clerk will liaise with residents and the Methodist Church on this matter and report back.
- 16. Electoral Register:** It was noted that Councillors may write to CDC requesting a copy of the register for their ward. Further details available from the Parish office.
- 17. Code of Conduct:** It was noted that some Town Councils within Chiltern District have now adopted CDC’s Code of Conduct in preference to the NALC Code. The current debate about whether councillors living within the Town or Parish they serve have a declarable pecuniary interest when the budget and precept are discussed was noted. If this is the case, a dispensation should be sought to enable them to participate in the discussion. The Clerk will seek further advice on this point.
- 18. Reports and Notifications:**
- 1) BCC 16 October e-mail forwarding an invitation to a meeting on 29 October about the Thames Valley Police and Crime Commissioner Elections.
  - 2) CDC 16 October e-mail inviting nominations for Parish Council representation on Chiltern’s Standards Committee.
  - 3) BCC 23 October e-mail “Hot Topics around Buckinghamshire”
  - 4) BALC 23 October e-mail re BCC Devolution of Services - review report. *It was agreed that the possibility of devolving some activities be raised with Si Khan and Cllr M Tett at the County Council. Associated budget considerations would have to be clarified.*
  - 5) BCC 23 October e-mail enclosing information about the proposed permit scheme for road and street works. *The Clerk will attend the briefing on 11 December.*

- 6) BALC 23 October e-mail enclosing "Matters Arising".
  - 7) HS2 Community Forum 25 October e-mail about the launch of the property compensation and safeguarding consultation. *It was agreed that an invitation to brief the Council on this matter at a future meeting should be extended to a local resident who is a member of the forum.*
  - 8) BALC 29 October e-mail enclosing NALC's policy briefing on Precepts. *This advice was noted in the context of forthcoming budget discussion.*
  - 9) Tfb 26 October e-mail enclosing posters about potholes and the work of the Local Area Technicians.
  - 10) South Bucks District Council 31 October e-mail re consultation on the future of the Local Strategic Partnership. *This reflects the development of shared services between SBDC and CDC. A reply is requested by 9 January 2013. The Clerk and Chairman will draft a reply and refer back to the 12 December meeting of the Parish Council.*
  - 11) Community Impact Bucks November newsletter.
  - 12) BALC 1 November e-mail enclosing government consultation on improving local government transparency. *It was agreed that in the near future the Council would review the information published on its website.*
  - 13) BALC 5 November e-mail enclosing government consultation on setting up new Parish Councils. *A response is requested by 9 January 2013. The Clerk will draft a response subject to clarifying with the government department the meaning of wording in the introduction to the consultation.*
  - 14) November Neighbourhood Policing Newsletter (e-mailed to Council 6 November 2012).
- 19. Any Other Business:** (i) *Reader for Carols on the Green Saturday morning 15 December 2012* – if any Councillor would like to take one of the bible readings they should contact the Clerk as soon as possible; (ii) *Help the Aged Good Neighbour Scheme* – It was agreed the information provided by Cllr Hunt should be placed on notice boards and the website; (iii) *Road repairs* – Councillors were asked to send details of roads in need of resurfacing to the Clerk to enable her to forward a list to Cllr M Tett; (iv) *Christmas Lights* – It was agreed that possible improvements to the Christmas lights in Little Chalfont should be included in the forthcoming budget discussion.
- 20. 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.
- 21. Buildings Working Party:** Minuted in confidential minute 21 of this 14 November 2012 meeting.
- 22. Date of Next Meeting:** Wednesday 12 December 2012 at 7.30pm in the Village Hall.

Signed.....

Date.....