

**Minutes of a Meeting of Little Chalfont Parish Council**  
**Held on Wednesday 9 October 2013 at 7.30pm**  
**In the Village Hall, Cokes Lane, Little Chalfont**

**Present:** Cllr B Drew (Chairman); Cllr J Hinkly; Cllr D Rafferty; Cllr V Patel; Cllr J Walford, OBE; Cllr J Wyper.

**In Attendance:** Mrs J Mason.

**Members of the Public:** Mr R Funk and Mrs W Tanska.

1. **Apologies for absence:** These were received from Cllr M Parker and Cllr L Hunt.
2. **To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 mins):** The resolution was agreed unanimously and the Chairman invited members of the public to speak. Mrs Tanska asked the Parish Council to bring pressure to bear on the various organisations responsible to clear up overgrown gardens, vegetation and litter in the roads around Elizabeth Avenue. Mr Funk, Chairman of Little Chalfont Charitable Trust, spoke in support of the funding application on the agenda at item 12 (v) below. The funds are needed to put towards the cost of clearing the Nature Park site of hazardous debris and to cut back the meadow. Thanking members of the public for their contribution, the Chairman reinstated standing orders.
3. **To receive and approve the minutes of the meeting held on 11 September 2013:** These were agreed as a correct record and were signed by the Chairman.
4. **Declarations of Interest:** Cllr Rafferty declared an interest in item 12 (ii) below because his wife is an Age UK volunteer.
5. **Approval by Chairman of items for any other business:** The following were agreed (i) Winter driving workshops; (ii) TfB workshop on 17 October; (iii) Grit bins and (iv) Contact with the press.
6. **Chairman's Report:** This had been previously circulated. Cllr Drew thanked Cllr Patel for agreeing to attend the 16 October meeting of the Chiltern/ South Bucks Strategic Partnership meeting.
7. **Clerk's Report:** This had been previously circulated. The following points arising were discussed:
  - a. One Hour Free Parking - It was noted that Oliver Asbury from Chiltern District Council was unable to provide the Memorandum of Understanding (MoU) in advance of the 1 November start date. The council agreed that the scheme could still go ahead on the understanding that the MoU was prepared as soon as possible and that the charges made to the Parish Council would be as set out in recent e-mail exchanges between the Clerk and Mr Asbury.
  - b. Burton Lane Bollards – It was agreed that the Clerk should write and thank Cllr Tett and Tony Broderick (BCC Local Area Technician) for their help in facilitating the installation of the bollards.
  - c. Flood Fair, Chesham Town Hall, 9 October 2013 – Cllr Wyper had attended this event, organised by CDC. The advice leaflets from the Environment Agency are now available in the parish office. Further information about flooding and flood risk areas is available on their website [www.environment-agency.gov.uk](http://www.environment-agency.gov.uk).
8. **To receive reports, as appropriate, from members of outside bodies and working parties:**
  - a. *Youth club:* The Clerk gave an update on recent meetings of the small group looking at the future of the Youth Club. The response to the questionnaire circulated to local school pupils in the summer by a Dr Challoner's student had been disappointing. The Chairman of the Youth Club Committee would be contacting the scout group at St George's to see if their premises might be used for meetings and storage. Another option might be to hold meetings in the Village Hall, although it would not be suitable for sporting activities. A group of Dr Challoner's pupils would report back on what type of activities might be popular. It was

agreed to have the Youth Club as an item on the agenda for the 13 November meeting of the Parish Council.

- b. *Westwood Park Working Party*: Cllr Drew reported that at the 3 October meeting alternative storage facilities for Westwood Park Football Club had been discussed following their unsuccessful planning application for the installation of a storage container at the park. One option might be to build a timber shed on the grass adjacent to the tall hedge that runs along the perimeter of the MUGA. It had been agreed that a representative from the club should meet on site to discuss the proposals with Chiltern District Councillor Peter Martin plus the Chairman and/or the vice-Chairman. Turning to the free tennis for under 16s over the summer, it was agreed that this had been a success. The possibility of doing the same over the Easter holidays will be discussed at a future meeting of the Parish Council. There is a problem at weekends with vehicles parking on the verges. It was agreed that the cost of placing stone bollards as a deterrent would be investigated.
- c. *HS2 Chalfont and Amersham Community Forum*: Cllr Hinkly had attended the final meeting of this forum on 24 September which had concluded with a vote of no confidence in HS2 Ltd. The public consultation period for the High Speed Rail (Preparation) Bill 2013-14 (a paving bill to authorise further government spending on HS2 preparation) and the associated environmental statement ends on 4 December. The bill gives details of the extra land required and the increase to the areas affected by blight and compulsory purchase. Details of the transport plan, which would include details of vehicle movement, are still awaited. There will be a public exhibition in Chalfont St Peter at the end of October of the route and environmental statement.
- d. *Local Area Forum*: The next meeting will in Little Chalfont Village Hall on Wednesday 16 October at 7pm.
- e. *Village Hall Management Committee and AGM 7 October 2013*: The Chairman gave a brief report. It was noted that the Clerk would seek quotes for a new cooker for the hall kitchen.

**9. Police and Crime Commissioner** – Cllr Hinkly's report on the public meeting held on 23 September 2013 at Chiltern District Council offices, which he and the Chairman had attended, was received.

**10. Financial matters:**

- i. *List of payments and cheques to be signed*: The schedule of payments was discussed. Payments totalling £8,891.97 were authorised.
- ii. *Income and Expenditure Report*: This had been previously circulated and was discussed.
- iii. *Revisions to budget 2013/14*: The revised budgets and virements proposed by the Clerk were agreed (see attachment to these minutes for details).
- iv. *Budget Preparation 2014/15*: It was agreed that a group of Councillors (Cllrs Drew, Parker, Hinkly and (if available) Walford) should meet with the Clerk to discuss next year's budget with a view to finalising the proposals at the 11 December meeting of the Parish Council. The Clerk advised that further information regarding the implications of localisation of council tax benefit would be available at the 21 October clerks' liaison meeting at CDC.
- v. *Annual Return to the External Auditors 2012/13*: The Council received the external auditors Certificate and Opinion which state that the annual return is in accordance with proper practices and that no matters give cause for concern. The Clerk will now prepare a Notice of conclusion of the audit and right to inspect the Annual Return.

**11. London Underground Metropolitan Line Timetable**: Angela Back's undated letter received in June was discussed. Although the Council were of the view that workload constraints are such that priority cannot be given to this matter, Cllr Walford agreed to consider how the Council might respond further to concerns about the timetable.

**12. Grants and Donations – applications from, or on behalf of, the following organisations were considered and the Council's decisions are set out below:**

- i. *Citizens Advice Bureau*: Cllr Rafferty proposed and Cllr Hinkly seconded that £1,000 be awarded. This was agreed unanimously.

- ii. *Age UK (formerly Help the Aged/Age Concern)*: The application will be considered at the 13 November meeting pending receipt of further information from Age Concern.
- iii. *Chesham Christmas Party for Elderly Residents*: Cllr Rafferty proposed and Cllr Patel seconded that £100 be awarded. This was agreed unanimously.
- iv. *Friends of Little Chalfont Library*: Cllr Hinkly proposed and Cllr Rafferty seconded that £6,000 be awarded. This was agreed unanimously.
- v. *Little Chalfont Charitable Trust*: £3,000 had been requested to be put towards land clearance costs at the Nature Park. Cllr Drew proposed and Cllr Walford seconded that £3,000 be awarded. Cllr Hinkly spoke against the proposal as he had anticipated from previous discussions that no further funding would be requested from the Parish Council prior to handover. A vote followed. Four councillors voted for the proposal, one voted against and there was one abstention. Therefore, the proposal was carried. Future funding requests would be carefully monitored.
- vi. *51m Alliance*: Cllr Hinkly proposed and Cllr Walford seconded that £1,000 be awarded to the 51M Alliance, to go towards legal costs associated with their opposition to HS2. Following a discussion a vote took place. Four votes were in favour of the proposal and there were two abstentions. Therefore, the proposal was carried.

### 13. Reports and Notifications:

- i. *Fly Tipping* – to consider how best to respond to David Rounding’s (enforcement officer BCC) 20 September e-mail about reducing fly tipping in Snell’s Wood car park and to consider how the Parish Council might be able to help his campaign (circulated 20 September 2013). *It was agreed* that the Clerk should respond to Mr Rounding and let him know that the matter would be mentioned in the next newsletter. She would also suggest (i) a sign showing contact details for the reporting of fly tipping and (ii) that he also contact Thames Valley Police, operators of the CCTV system in the car park.
- ii. Chiltern District Council’s 19 September letter giving notice of the making of the CDC Council Off-street Parking Places Order 2013.
- iii. September 2013 letter to the Chairman from Mrs TL Dowsing, Headteacher, Little Chalfont Primary School, advising of the intention to open a nursery class from September 2014 using Section 106 money from the Sawmills Estate development. Local consultation closes 25 October 2013. *It was noted* that the Chairman and Vice Chairman would be meeting with Mrs Dowsing on 15 October and concerns expressed by some councillors, particularly about increased traffic generation, would be raised. It was agreed that if the outcome of these discussions was satisfactory, the Chairman and Vice Chairman were authorised to offer the Council’s support.

### 14. Any Other Business: (i) *Winter driving workshops* - Transport for Buckinghamshire are organising these workshops as follows:

Tuesday 19<sup>th</sup> November 2013 at 511 London Road, High Wycombe HP11 1EP

Thursday 21<sup>st</sup> November 2013 at Amersham Road, Chesham HP15 1NG

Thursday 28<sup>th</sup> November 2013 at Park Street, Aylesbury HP20 1DX

The workshops start at 7 pm and last for two hours and cost £10 a place which includes a car safety pack.

To book and pay please email [tfb@buckscc.gov.uk](mailto:tfb@buckscc.gov.uk) or telephone 0845 2302882 or go online to

<http://www.transportforbucks.net/Road-Safety/Winter-driving-workshops.aspx>; (ii) *TfB*

*workshop on 17 October*- The Chairman will attend this workshop which is for representatives from Town and Parish Councils following the “root and branch” review of communication with customers;

(iii) *Grit bins* – Cllr Patel had received reports from residents who are concerned because the grit bins are empty and the two new bins for Marygold Walk and Sandycroft Road have not yet been delivered. The Clerk advised that she had contacted Transport for Buckinghamshire about these matters and would report back on progress once she had a reply; (iv) *Contact with the*

*press* – Cllr Patel asked for confirmation that only the Chairman and Clerk were authorised to represent the Council’s views to members of the press. Cllr Drew confirmed that this is the case although the Chairman of the Planning Committee could speak about planning issues and the respective Vice-Chairmen could act in the absence of either Chairman.

15. To consider a resolution 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 (items are confidential for commercial, contractual and legal reasons). {Items 16, 18 and 19 are minuted below because the minutes do not contain any confidential detail.}
16. **To receive and approve the confidential minutes of the meeting held on 11 September 2013:**  
These were approved as a correct record and were signed by the Chairman.
17. **Little Chalfont Nature Park:** Minuted in confidential minute 17 of this 9 October 2013 meeting of Little Chalfont Parish Council.
18. **Buildings Working Party - Update:** The response agreed at the last meeting had been sent to the solicitor and further comments were awaited.
19. **Purchase of new computer and printer for parish office:** Prices received by the Clerk were discussed and she was authorised to select and progress with the purchase of the new equipment.
20. **Date of Next Meeting:** Wednesday 13 November 2013 at approximately 8.15pm in the Village Hall (to follow the Planning Committee meeting scheduled for 7.30pm).

**Signed**.....

**Date**.....