

Minutes of a Little Chalfont Parish Council meeting

Held in the Village Hall, Cokes Lane, Little Chalfont

Wednesday 13 January 2016 at 7.30pm

Present: Cllr M Davis; Cllr B Drew (Chairman); Cllr I Griffiths; Cllr C Ingham; Cllr M Parker; Cllr V Patel; Cllr D Rafferty; Cllr G Roberts; Cllr J Walford.

Members of the public: Cllr N Brown.

In attendance: Mrs N Meldrum (Parish Clerk).

- 1. Apologies for absence:** None
- 2. To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 mins):** Cllr Brown spoke about the next stage of the development of the Local Plan and some of the areas relating to Little Chalfont. Cllr Parker and Cllr Ingham are involved in the Co-ordination Group, which will produce the Little Chalfont Parish Council and Little Chalfont Community Association draft responses to the Plan, and recognised the issues involved. It was acknowledged that a significant amount of new housing had already been built in recent years in Little Chalfont. Cllr Brown relayed that the next stage of the Green Belt Review would be announced around the same time as the consultation for the Local Plan.
- 3. To receive and approve the minutes of the meeting held on 9 December 2015:** Cllr Parker had noted that the circulated version of the minutes did not state that the Chairman had signed the previous minutes as a correct record of the meeting. The minutes had been amended to confirm the fact the minutes of the November meeting had been signed. The minutes were signed by the Chairman as a correct record of the meeting.
- 4. Declarations of Interest:** To note that all Council members have declared a DPI in relation to discussions under item 10, Budget and precept, and have applied for and been granted a dispensation, that applies until May 2019, enabling them to speak and vote on item 10.
- 5. Approval by Chairman of items for any other business:** (i) Update on the development of the shops on Elizabeth Avenue. (ii) Staff security (iii) Parking update.
- 6. Chairman's Report:** Cllr Drew highlighted that the LCCA newsletter had been postponed due to the upcoming meetings on the Local Plan. The contribution to the LCCA newsletter would have to be amended in the light of the temporary postponement of the implementation of the yellow lines on Burtons Way. It was agreed that an article on helping our neighbours could be included in the next Parish Council newsletter. With regard to Nightingales Corner, a quote would be obtained for the bollards required and work would get underway. Cllr Drew also highlighted that the Local Area Forum bid for lighting in the Beel Close underpass had been submitted, however, initial feedback from Bucks County Council was that this project should be funded by London Transport as it is their land. Cllr Drew reported that funding of £4,000 for this project had been secured from Chiltern District Council Revitalisation Capital Fund by the LCCA, further funding may also be forthcoming from the LCCA and the Parish Council will also make a contribution. Negotiations are continuing with London Transport. Bucks County Council are aware that the project can only go ahead with

the support of London Transport. Cllr Rafferty suggested contacting Chiltern Railways in case they have a community fund which the parish council could access.

7. **Clerk's Report:** It was reported that the Nature Park lease was progressing well following a successful meeting with the solicitors. There are a few issues which the solicitor is following up. The Parish Council will need a surveyor to deal with issues relating to the Nature Park and councillors should let the Parish Clerk know if they know of any surveyor. The Clerk also updated on progress following the meeting at Chiltern Heights in November. There were potential plans for a poster campaign with the aim of reducing speeding in Chiltern Heights. Our contact at Chiltern Heights had been told that this approach was not possible. It was agreed that Cllr Ingham would speak to Paradigm to explore further options for tackling the problem. It was suggested that the MVAS could be installed within Chiltern Heights for a period of time.
8. **To receive reports, as appropriate, from members of outside bodies and working parties:**
 - (i) Little Chalfont Community Association: Cllr Parker reported there had been a discussion about the duties of the Parish Council and the LCCA and the relationship between the two organisations. It was agreed to arrange a meeting to discuss the issue.
 - (ii) Speedwatch. Cllr Roberts reported that the next Speedwatch sessions were planned for next Saturday 16th January on Elizabeth Avenue and Tuesday 19th January on Burtons Lane.
 - (iii) Village Hall Working Party. Cllr Drew reported the sad news that Brenda Fleming had recently passed away. Brenda was a member of the group and the President of the Good Companions.
9. **(i) List of payments and cheques to be signed:** The list of payments had been previously circulated. All councillors were content with the payments and the payment schedule was signed by the Chairman. **(ii) Income and Expenditure report:** Cllr Parker raised that there was no income for The Lodge listed in this financial year. The Clerk reported that this was being dealt with. It was also agreed that the budget title Parish Warden should be updated to Devolution activities for clarity.
10. **Budget and precept 2016/17:** Information about the rate of Council Tax Support grant which would be distributed by CDC for 2016-17 was now available and had been previously circulated to councillors. Cllr Drew reminded the meeting that the budget for the Parish Council was derived from the precept and the council tax grant and informed that the grant would not be distributed at all in 2017-18. The proposed budget had also been previously circulated to councillors. Changes from the previous draft of the budget included the confirmed figure for the one hour car parking, amendments to the repairs and maintenance lines and also to the reserves. It was noted that the level of reserves was due to the proposed community centre project. Councillors discussed the impact of different scenarios within the budget. Councillors agreed that they were content with the budget. Following this discussion, Cllr Parker proposed that the level of the precept should be £215,000 for 2016-17. This was seconded by Cllr Davis. There were no further proposals for the precept level. A vote was taken and all councillors agreed that the precept should be £215,000 for 2016-17.
11. **Parish Meeting 2016:** It was confirmed that the date of the Parish Meeting was Wednesday 25 May 2016. Cllr Drew suggested asking either the Red Cross or the Ambulance Service First Responders representative to speak at the meeting. A representative of the Nature Park was also a possible speaker, although this depended on the opening date of the Park. Cllr Rafferty suggested that a representative from the Police to speak. Cllr Walford

suggested a number of ideas for speakers including Paradigm Housing and GE. Cllr Drew thanked councillors for their suggestions and he and the Clerk will investigate availability of speakers.

- 12. Local Plan:** It was reported that there were two meetings for councillors arranged about the Local Plan on Thursday 14th January and Monday 18th January. It was anticipated that the next stage of the green belt review would also be issued soon. It was noted that a number of sites had been suggested as having potential but they are not specific proposals. The co-ordination group had met recently to discuss the papers and a letter will also be issued from the LCCA to its members shortly regarding the plan.
- 13. Parish Newsletter:** The parish newsletter is usually distributed a few weeks in advance of the Parish meeting. The timings were discussed also taking into the consideration that consultation letters for the parking survey will also need to be distributed. It was agreed that the newsletter would be produced for the end of April 2016. Cllr Walford confirmed she was content to edit the newsletter again. She asked for any volunteers who would like to write an article for the newsletter and will send a list of proposed topics.
- 14. Local Area Forum application:** This application had been discussed during item 6 in the Chairman's Report.
- 15. Nature Park Lease:** The update on the lease was also discussed earlier in the meeting during item 7 in the Clerk's report.
- 16. Queen's birthday celebrations:** Cllr Drew referred to the email circulated from BALC about lighting a birthday beacon for the Queen. It was agreed that there was still no suitable venue for a beacon in Little Chalfont. The Parish Council are proposing to take part in the Clean for the Queen initiative. A meeting has been arranged for Monday 18th January with a number of representatives of groups and organisations in the village. The aim of the meeting is to consider how the village could participate in this initiative. The group would also discuss the areas of the village which needed the most attention. Cllr Roberts suggested that the advertising for the day could suggest that all residents could participate by removing litter that was visible from their own home.
- 17. Grants and Donations:** An enquiry had been received from Chiltern District Council concerning if the Parish Council had grant funds available that individual residents can access. The District Council were dealing with a request for a specific grant but there was a large shortfall in the amount required. The grants and donations policy of the Parish Council states that grants should be considered for groups and organisations. Councillors agreed that this was still the approach of the Council.
- 18. Chiltern District Council Awards Scheme:** Cllr Drew reported that nominations were now able to be submitted for this award. If any councillors had any recommendations they should notify the Clerk.
- 19. Reports and Notifications:** (i) Proposed temporary road closures in the Chiltern area Microsurfacing (circulated 21 December 2015).
- 20. Any Other Business:** (i) **Update on the development of the shops on Elizabeth Avenue:** Cllr Drew stated that planning permission had been granted for two units and flats and the area behind the flats would be developed for four houses. Cllr Patel reported that Paradigm had requested to purchase the right of way at the back of the shops at Elizabeth Avenue from the residents. He noted that the right of way was not delegated to individual houses but affected the whole row of houses affected by the plans. (ii) **Staff security** Cllr Griffiths noted

that it was extremely dark at the entrance to the parish office in the evenings and visibility of visitors was not easy even with the CCTV. An activated light would be useful for staff, hall users and also passers by in this area. A spy hole in the door would also be helpful in the event of a problem with the CCTV visibility. The Clerk will explore the options. (iii) **Update on parking survey:** Cllr Parker reported that the implementation of yellow lines on Burtons Way had been delayed once more due to the weather. With regard to the wider parking survey, the cost to the Parish Council was £9,800. It was still anticipated that all changes would be implemented by the end of 2016. Draft notices for particular areas were expected to be provided this month. The proposed delivery of the consultation was discussed earlier in the meeting in item 13 when discussing the distribution of the parish newsletter.

21. Date of Next Meeting: Wednesday 10 February 2015 in the village hall at approximately 8.15pm. This meeting will follow a planning meeting which will commence at 7.30pm.