

## **Minutes of a Little Chalfont Parish Council meeting**

**Held in the Village Hall, Cokes Lane, Little Chalfont**

**Wednesday 8 March 2017 at 8.15pm**

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

**Members of the Public:** Cllr N Brown; Cllr C Jackson.

**In attendance:** Mrs N Meldrum (Parish Clerk)

1. **Apologies for Absence:** Cllr M Davis.
2. **To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 minutes):** Not applicable.
3. **To receive and approve the minutes of the meeting held on 8 February 2017:** The minutes of the meeting were approved and duly signed by the Chairman.
4. **Declarations of Interest:** None.
5. **Any Other Business:** (i) Newsletter; (ii) Computer and email issues; (iii) Street furniture issue in Chenies Parade; (iv) Email from Martin Dale of Conservative Association.
6. **Chairman's Report:** Cllr Roberts highlighted the key issues in her report covering the recent workshop on the Buckinghamshire Freight Strategy, the Local Area Forum meeting and the Chiltern District Council reception. There were no further questions.
7. **Clerk's Report:** As noted previously the new footway on Stony Lane had been installed. It was noted that the adjacent verge had already been damaged by a large vehicle(s) and one kerb was cracked. Cllr Drew suggested that extra bollards may be needed at the bottom end of the footway. It was also noted that the unsuitable for HGV sign had been turned around so it was difficult for vehicles to view when turning onto Stony Lane. The Clerk will contact the Local Area Technician requesting this sign is correctly positioned.
8. **To receive reports, as appropriate, from members of outside bodies and working parties.**  
(i) Community Buildings Working Party: Cllr Drew reported revised plans had been sent to Bob Young at CDC and discussions had taken place with the architects. It was hoped to be able to show the site map and elevation plans of the latest draft at the Community Action Plan event on 17-20 March. A full consultation, hopefully in May, would be planned once feedback had been received from CDC. Cllr Ingham highlighted that the responses to the recent Community Action Plan survey had confirmed positive support for a new community centre from the residents. (ii) Westwood Park: Cllr Griffiths reported on the ongoing parking issues at Westwood Park. He had examined some documentation about creating a byelaw but did not feel that this would be a feasible and cost effective solution to the problem. Other suggestions were placing large stones on the footway and a large sign requesting the footway is kept clear for pedestrians. Cllr Roberts reported that the surface at the entrance to the car park was deteriorating and there were additional potholes. A patch and mend solution had been previously implemented but a longer term strategy was required. It was agreed the Clerks would obtain quotes to resurface the entrance to the car park. (iv) Nature

Park: Cllr Roberts reported that new carvings of a kite, a strawberry and two new benches in the sensory area had been installed. Further funding was still required to move ahead with certain projects in the park. The trustees may be asked to underwrite the cost of the play equipment. The installation of the slide was still scheduled for when the ground hardens.

9. **Financial matters:** (i) List of payments and cheques to be signed. There were no further questions about this report and the document was signed by the Chairman. (ii) Income and Expenditure report. Cllr Parker queried the difference in expenditure to the budget regarding the grounds maintenance lines. The Clerk confirmed that the tender exercise had been completed after the budget had been set and a much cheaper quote had been received and accepted. The difference in the gas at Westwood Park was attributable to a large credit which had been received earlier in the financial year. The largest difference was due to a number of one off projects which had not taken place in the financial year in addition to the lack of expenditure from the building reserve.
10. **Insurance:** The Clerk reported that the quotations for the policies to cover 2017-18 had not yet been received as promised. The information would be circulated by email.
11. **Defibrillator:** The Clerk reported that the parish council had been successful in obtaining funding from the Amersham Rotary club for a new defibrillator for the village hall, subject to conditions. Cllr Roberts and the Clerk had met with the representative from the Rotary. It was confirmed that the Managed Solution Agreement would be with Community Heartbeat Trust for a period of four years. Insurance would be covered by the provider. Councillors expressed their thanks to Amersham Rotary and agreed that the project could go forward. It was hoped that a defibrillator could be installed within a few weeks.
12. **Parish meeting:** It was confirmed that Superintendent Hitch would come to the parish meeting to discuss the restructure of the neighbourhood teams in Thames Valley Police. A number of suggestions were made for another speaker. It was agreed to investigate the possibility of a representative of GE to speak at the meeting.
13. **Nature Park:** The Clerk referred councillors to a letter circulated regarding the nitrate pollution prevention regulations. It was agreed that the information would be shared with Spruced Up, the contractor responsible for meadow maintenance in the Nature Park.
14. **Parking implementation (moved to item 9):** Cllr Parker reported that most of the parking restrictions had now been completed. However, there was still some uncertainty about when the restrictions will be effective from. A problem with the restriction in the disabled bay in Cokes Lane was also reported and Bucks County Council had been notified. Cllr Brown suggested that residents who had already been issued with a ticket should write to the national appeals board. Cllr Parker confirmed that he will continue to communicate with Bucks County Council to solve these issues. Cllr Rafferty highlighted that the road surface at the entrance to St Nicholas Close had deteriorated recently. Cllr Brown advised that the Clerk contact the Local Area Technician regarding this problem.
15. **Hedging and vegetation:** Councillors were reminded about the process adopted in the last two years to check overgrown hedges and vegetation in the village. Each councillor had been allocated a series of roads and it was advised that councillors should undertake inspections in pairs and issue letters as required. It was agreed that this system worked. Cllr Drew highlighted it was important that follow up checks were made to properties where letters had been delivered. The Clerk will update the letter to be distributed to residents if

necessary. Councillors should inform the Clerk if they are not able to inspect the roads allocated and new arrangements will be made.

16. **Beel Close:** Cllr Roberts raised the topic of providing lighting in the underpass at Beel Close. Cllr Drew confirmed the key issues were to gain permission from London Transport to undertake the work and also to potentially obtain a contribution towards the cost. It was agreed that permission to take the project forward was the priority. A proportion of funding had already been obtained from the Chiltern District Council Revitalisation Fund and had been carried over for this financial year. It was agreed that further discussion would take place with Cllr Tett about the scheme and the proposed next steps.
17. **Snells Wood car park:** The dates suggested for free car parking days in 2017 were agreed as 17 June and 2,9,16 and 23 December. The Clerk will confirm with Chiltern District Council.
18. **Local Plan and Community Action Plan:** Cllr Ingham reported a co-ordination group meeting had taken place in the previous evening. The group wanted to progress whether to commission its own report regarding the preferred option 6 site. Some companies had indicated they would be unable to help due to a conflict of interest. Cllr Parker will draft an email to Chiltern District Council regarding the landscape constraints map. It was acknowledged there was a high sense of frustration about the lack of response from Chiltern District Council following the submission of the response regarding preferred option 6. Cllr Ingham reported that John Aberson was compiling a summary of the responses to the Community Action Plan. This draft document would be circulated to councillors. Councillors were also referred to the email circulated regarding the town and village centres. Two further additions would be made to the email which could then be sent to Phillip Gill. An enquiry was also raised about the sheds at the rear of Nightingales Corner. Cllr Parker had raised previously about the access to this area and problems with parked cars. The Clerk confirmed that investigations had taken place and there was no local knowledge or from Bucks County Council about the land ownership. The Clerk will investigate with the Land Registry.
19. **Local Area Forum:** Cllr Roberts reported the outcome of the recent Local Area Forum meeting. Little Chalfont had been granted £700 to extend the bollards in Chenies Parade and £1500 to progress the taxi concessionary scheme. There was still some funding available across the Local Area Forum groups and further ideas were welcomed by 1 May 2017. The previously discussed issue of the Beel Close underpass was suggested. Additional bollards in Stony Lane dependent on the continued damage to the verge were also a possibility.
20. **Village day:** Cllr Roberts suggested that the parish council have a stall at the next village day in June. It was agreed that this would be a good idea. Nearer the time, a rota would be sent out to councillors to ensure the stall was covered throughout the day. Proposals of what items could be displayed would be investigated.
21. **Invitation from Affinity Water:** The meeting with Affinity Water had been previously circulated. Councillors will let the Clerk know if they are able to attend. Cllr Parker also highlighted the ongoing issue at Chenies Parade. An underground leak was reported several months ago and has not been attended to. The leak became apparent when digging took place in Chenies Mews and is still causing significant problems. Cllr Parker suggested that the parish council should write to Affinity Water on this matter.

22. **Meeting dates for parish and planning meetings:** The proposed dates had been previously circulated. Due to the high level of planning meetings required to be held in the Library a suggestion had been made to change the meeting dates to a Thursday. Parish council meetings could also be held on this date. After a discussion, it was agreed to maintain the same schedule for parish and planning meetings.

**1. Reports and Notifications:**

- i. Information on Parliamentary Lobby Day 28 March 2017 (circulated 9 February 2017)
- ii. HS2 information from BALC (circulated 28 February 2017)
- iii. Safe Places Scheme and Neighbourhood Watch information from Chiltern District Council (circulated 28 February 2017)
- iv. My Bucks e-newsletter (circulated 1 March 2017)

All noted. Cllr Rafferty confirmed that he would be able to attend the HS2 meeting on 30 March 2017.

23. **Any other business:** (i) Newsletter. The date of preferred delivery of the newsletter was agreed as 6-7 May 2017. The Clerk will notify Cllr Walford of the final dates required by the printers and confirm delivery arrangements with Adrian Lockyer. Cllr Walford had previously circulated a list of suggested topic areas and authors. She also requested that all photos should be in JPEG format. (ii) Computer and email issues. Cllr Roberts reported that she had managed to set up her council email system so it was more user friendly. Other councillors had tried to install the new email addresses. Further information would be sent. Cllr Drew suggested that a forwarding email was set up so council emails were sent to a personal email address. This would be investigated. (iii) Street furniture in Chenies Parade. A complaint had been received by a resident about the encroaching street furniture at MICA Hardware. Photos of the store were shown. The Clerk had previously written to the proprietor last summer. It was agreed that another letter would be sent together with a visit to explain the rationale. (iv) Email from Martin Dale of the Conservative Association. The email from Martin Dale had been previously circulated. As previously discussed it was confirmed a full explanation for the rise in the precept would be included in the parish newsletter. The rationale would also be sent in a reply to the email. Investigations about the use of the website to publish financial documents and the use of it by other local councils would take place. Cllr Parker also raised the issue of the In Touch document and its reference to the new parking implementation scheme in Little Chalfont.

24. **Date of next meeting:** Wednesday 12<sup>th</sup> April in the village hall at 7:30pm.