

**A Meeting of Little Chalfont Parish Council  
will be held on Wednesday 14 November 2018  
in the Village Hall, Cokes Lane, Little Chalfont  
at approximately 7.45pm  
(following a planning committee meeting commencing at 7pm)**

**Agenda**

- 1. Apologies for absence.**
- 2. To accept a resolution that standing orders be suspended.**
- 3. To receive and approve the minutes of the meeting held on 10 October 2018.**
- 4. Declarations of Interest.**
- 5. Approval by Chairman of items for any other business.**
- 6. Chairman's Report (to follow).**
- 7. Clerk's Report (to follow).**
- 8. To receive reports, as appropriate, from members of outside bodies and working parties.**
- 9. Financial matters:** (i) List of payments and cheques to be signed (to follow); (ii) Income and Expenditure Report (to follow); (iii) Balance sheet - up to and including 30 September 2018 (to follow); (iv) Quarterly VAT return submitted (June – August 2018).
- 10. Budget 2019-20:** Update on progress with developing budget following the meeting held on 12 November 2018.
- 11. Newsletter:** To discuss current edition under preparation and planned dates for delivery.
- 12. Community Centre:** To discuss outcome of CDC planning committee meeting on 1 November and agree next steps.
- 13. Signage to Old Saw Mill Estate:** To discuss the traffic problems in the road.
- 14. Fire risk assessments:** To discuss report by the fire risk assessor of village hall and Westwood Park.
- 15. Street lighting:** To discuss potential tender for replacement LED lamps and possible Salix tender.
- 16. Grounds maintenance and devolved services tender process:** To note the arrangements for the tender process for three contracts from 2019-22.
- 17. Review of street lighting electrical contracts:** To discuss quotes received from LSI.
- 18. CPRE membership:** To consider renewal of subscription.
- 19. Christmas lights:** To discuss costs of funding in future years.
- 20. Remembrance Sunday 2018:** Review of arrangements for service held on Sunday 11 November.
- 21. Reports and Notifications:** (i) M4 junctions 3-12: smart motorway update (circulated 11 October 2018); (ii) BCC News: Weekly roadworks update (circulated 15 October 2018); (iii) Integrated Care System newsletter October (circulated 17 October 2018); (iv) Community Safety News October 2018 (circulated 18 October 2018); (v) BCC News: Virtual permits for on street parking (circulated 18 October 2018); (vi) BMKALC Training Update (circulated 30 October 2018); (vii) Update to LTN 31: Local Council General Powers (circulated 1 November 2018); (viii) Government gives green light to single authority council – BALC (circulated 2 November 2018); (ix) Bucks unitary statement has now been published – CDC (circulated 2 November 2018); (x) Community Infrastructure Levy Preliminary Charging Schedules - CDC&SBDC (circulated 5 November 2018); (xi) electric car charging points (circulated 6 November 2018); (xii) Armed Forces Covenant Information (circulated 6 November 2018); (xiii) Unitary: 2019 Town /Parish Elections (circulated 6 November 2018); (xiv) Local List Consultation – Bucks County Council (circulated 6 November 2018).

- 22.** 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. (The items are confidential because they deal variously with contractual and legal matters.)
- 23. Community Centre – next steps:** To discuss the new fee advice from the architects.
- 24. Any Other Business.**
- 25. Date of Next Meeting:** Wednesday 12 December 2018 at approximately 7.45pm in the village hall (following a planning committee meeting commencing at 7pm).