

**A meeting of Little Chalfont Parish Council  
will be held on Wednesday 12 June 2019 at approx. 7.45pm  
in the Village Hall, Cokes Lane, Little Chalfont  
(this meeting will follow a planning meeting which will commence at 7pm)**

**Agenda**

- 1. Apologies for absence.**
- 2. To accept a resolution that standing orders be suspended** to allow any members of the public to speak (10 mins).
- 3. To receive and approve the minutes and the confidential minutes of 8 May 2019.**
- 4. Declarations of Interest.**
- 5. Approval by Chairman of Items for Any Other Business.**
- 6. Clerk's Report:** (to follow).
- 7. To receive reports, as appropriate, from members of outside bodies and working parties.**
- 8. Report on the Accounts 2018/19:** (to follow)
- 9. Internal Audit Report 2018/19:**
  - (i) To note the outcome of the audit and receipt of the report and to discuss the draft response;
  - (ii) Internal review of internal control to be conducted.
- 10. External Audit Report 2018/19:**
  - (i) Annual Return 2018/19– to be circulated and signed by the Chairman and Clerk (papers to follow); (ii) Notice of appointment of date of the exercise of public rights - to note that the announcement will be made on 14 June 2019 and that the period during which interested persons may inspect the accounts runs from 17 June 2019 until 26 July 2019.
- 11. Financial matters:**
  - (i) List of payments and cheques to be signed (to follow); (ii) Schedule of s137 payments 2018/19 (to follow); (iii) Reserves.
- 12. Grants:** To approve a donation to the LCCA of £100 for delivery of parish council newsletter. This is a section 137 payment.
- 13. Update on Local Plan:** To note any updates from the co-ordination group.
- 14. Snells Wood car park:** To discuss the suggestions for recycling centre.
- 15. Village Day:** Final arrangements for parish council stall.
- 16. Online banking:** Update on arrangements for the next stage in the process.
- 17. Community Improvement Plan:** To note the transcript from Roger Funk and the final version of the Community Improvement Plan.
- 18. Local Area Forum funding:** To discuss any proposals to be submitted for Local Area Funding (transport) by the deadline of 31 August 2019.
- 19. GDPR:** Update.
- 20. Reports and Notifications:** (i) ICS newsletter May 2019 (circulated 7 May 2019); NALC – Chief Executive's Bulletin (circulated 7 May 2019); (iii) BALC – training course on planning enforcement (circulated 8 May 2019); (iv) BCC Strategic Highway Maintenance programme w/c 13 May (circulated 9 May 2019); (v) House of Lords report on the rural economy (circulated 13 May 2019); (vi) MHCLG Neighbourhood Planning Programme (circulated 13 May 2019); (vii) BCC – Foster Care Fortnight (circulated 13 May 2019); (viii) BALC – LTN updates (circulated 13 May 2019); (ix) BCC – Armed Forces Day (circulated 13 May 2019); (x) BALC – training courses 2 emails (circulated 14 May 2019); (xi) BCC: county council leave strong financial legacy to unitary authority (circulated 16 May 2019); (xii) CDC – Building Control drop in session 4 June (circulated 20 May 2019); (xiii) BCC – Respect our workforce (circulated 28 May 2019); (xiv) NALC – Chief Executive's bulletin (circulated 28 May 2019); (xv) Highway maintenance carriageway works: Nightingales Lane (circulated 28 May 2019); (xvi) Delivering the new Buckinghamshire Council (circulated 28 May 2019); (xvii)

Forthcoming consultation on CSBDC Local Plan and CIL Draft Charging Schedule (circulated 3 June 2019); (xviii) Civic Voice Survey – local authority planning departments (circulated 4 June 2019); (xix) ICS newsletter June 2019 (circulated 4 June 2019); (xx) BALC – training 2 emails (circulated 5 June 2019); (xxi) NALC Newsletter (circulated 5 June 2019), (xxii) BALC – Parish Liaison meeting – date change (circulated 5 June 2019).

**21. Any Other Business.**

**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. Westwood Park car park renovation:** To review the quotations which have been received.

**24. Date of Next Meeting:** Wednesday 10 July 2019 at approximately 7.45pm in the Village Hall.  
This meeting will follow a planning meeting which will commence at 7pm.