

**Minutes of a Little Chalfont Parish Council meeting
Held in the Village Hall, Cokes Lane, Little Chalfont
Wednesday 10 July 2019 at 7.45pm
(following a planning committee meeting which commenced at 7pm)**

Present: Cllr D Alexander; Cllr M Crowe; Cllr B Drew; Cllr Griffiths (Chairman); Cllr C Ingham; Cllr M Parker; Cllr V Patel; Cllr Rafferty; Cllr J Walford.

Members of the public: Cllr M Tett (County Councillor)

In attendance: Miss S Matthews (Assistant Clerk) and Mrs N Meldrum (Clerk) from Item 12.

1. **Apologies for absence:** Cllr D Phillips (District Councillor).
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 and the confidential minutes of the Parish Council meeting held on 12 June 2019:** The draft minutes had been circulated. Cllr Ingham had made an amendment to clarify an item on the Local Plan. There were no comments. The minutes were approved and were signed by the Chairman as a correct record of the meeting.
4. **Declarations of Interest:** Cllr Drew noted that he was giving a presentation to the Good Companions group on 11 July 2019.
5. **Approval by Chairman of items for any other business:** (i) Marion Orpen update (ii) Church Grove – street lamps.
6. **Chairman's Report:** This had been circulated previously. There were no comments.
7. **Clerk's Report.** The report had been previously circulated. It was noted that the bench at Beel Close had been damaged and Paradigm Housing had kindly removed it. It was agreed the parish council would replace the existing bench on this occasion.
8. **To receive reports, as appropriate, from members of outside bodies and working parties.** (i) Westwood Park. Cllr Crowe reported that the temporary toilets were returning to the park on 15 July 2019. A bench had been replaced and had now been relocated in the different position which it was hoped would be more suitable for residents, particularly in the winter months. (ii) Nature Park. Cllr Walford reported that the Park Ranger had made contact with the local schools but with varying success to encourage schools to visit. Visits were taking place on an adhoc basis. The Management Group had agreed a proposal to apply for a Tesco Bags for Help fund for two picnic tables. It was also noted that there was a proposal to apply for Chiltern District Council funding for the paths project. Reports had also been received of broken bottles and a regular sleeper in the park. The Clerk will also contact the library and Dr Challoners High School about a temporary sign for the Nature Park. (iii) Village Hall. A working party meeting had taken place that morning. (iv) Community Buildings. Cllr Drew reported that permission had been granted for a new scout hall in Amersham which was also in green belt land. The parish council will be commenting on this issue to the Appeal Inspector via the planning consultant.. (v) Remembrance Service. It was agreed that a meeting would be organised in September with the relevant local groups. Cllr Rafferty will arrange the meeting.
9. **Financial matters: (i) List of payments to be signed.** The payments had been previously circulated. There were no comments. **(ii)Income and Expenditure Report:** The report had

been circulated previously. Cllr Parker raised a query about the level of hall income to date. The Clerk will check and confirm. **(iii) Nationwide.** Councillors were reminded that in July 2018, a 95 day access account had been set up. This account was ongoing, until the Council wished to terminate the account. The interest rate remained at 1.1% **(iv) Arrangements for payments to be made in August 2019.** As there is no parish council meeting in August, it was agreed an extraordinary meeting would be arranged following the planning meeting on 7 August, to examine and approve any payments.

- 10. External audit 2018-19:** The Clerk reported that the external audit had been submitted. This was noted.
- 11. Update on Local Plan:** Cllr Ingham circulated a draft joint response from the parish council and LCCA, for approval by the council before submission to Chiltern and South Bucks District Councils before the deadline of 19 July. It included certain additions recommended by the planning advocate commissioned by the Coordination Group. The draft was approved, and Cllr Ingham and Cllr Parker were given authority to make any further changes required prior to the submission of the response. It was noted that Chalfont St Peter parish council had written to the district council to request an extension of the deadline, because documents necessary for the consultation had been published late. It was agreed that the Clerk would write likewise. It was also noted that Chiltern District Council had sent an email, about the Local Plan, showing a large number of email addresses, and it was agreed to write to the district council to alert them to this fact. Cllr Griffiths expressed his thanks to Cllr Ingham, Cllr Parker, Roger Funk and John Aberson for all their hard work in developing a consultation response.
- 12. Chiltern District Council Large Projects Fund:** Information about the Large Projects Fund had been previously circulated. It was noted that the Nature Park trustees were planning to submit a bid relating to the development of the paths in the Nature Park. No other suggestions for projects were proposed which could be delivered with the LCCA. It was agreed that application for the path would be the principal application in the village.
- 13. Parking proposal for Elizabeth Avenue:** A revised proposal had been received from Bucks County Council which had been adapted from the initial Local Area Forum bid. Cllr Tett expressed concerns about the delivery of another parking scheme so soon after a second parking implementation project. Cllr Drew noted the genuine danger on this stretch of road in Elizabeth Avenue and highlighted the original plan to remove two parking spaces to allow an area to pull into. Cllr Parker suggested that any new parking scheme should wait two years, however if there was significant public safety concern it should be examined. It was agreed that costings would be investigated for this scheme. Cllr Ingham passed on the view expressed to him by a commuter who lived in Little Chalfont, that with the station car park full, commuters still had to park somewhere in the village.
- 14. Local Area Forum funding:** It was noted that the feasibility study for the Nightingales Lane / Cokes Lane junction had been received and circulated. There were two options, one suggestion installing build outs in the road. The second option offered a series of signs, red markings on the road and reduction in vegetation. It was agreed that an itemised costings for this suggestions would be requested. It was agreed that the build out option would not be taken forward. It was confirmed that other priorities for the LAF as discussed in the last parish council meeting would be decided by email.

- 15. Nature Park security:** The Clerk reported that she had received updated quotes from both security companies regarding CCTV in the Nature Park and also mobile patrols. Cllr Crowe also informed the council about another CCTV device which may be a more cost effective alternative. This suggestion to trial a new device had been recommended by the Nature Park Management Group. It was agreed to pursue this device and assess if it meets requirements. It will be investigated how long the device will retain images. The issue of mobile patrols had been revisited. This had been considered previously for use on an ad hoc basis if anti-social behaviour was taking place. Cllr Drew suggested the possibility of employing a warden who would be able to patrol both the Nature Park and Westwood Park, as well as additional jobs within the village. Cllr Walford and Cllr Ingham were concerned this may be a dangerous role. It was agreed the Clerk will examine the job description of a similar role advertised in Chalfont St Peter and the council could see if such a position was viable.
- 16. Good Neighbours:** Cllr Griffiths reported that he had received correspondence from Roger Funk regarding a representative for the Good Neighbours scheme. The parish council had been involved in the project from the outset but it was reported that it had been difficult to move the scheme forward due to a number of limiting factors e.g. GDPR. Cllr Drew felt the scheme had some benefits particularly in areas without an active Neighbourhood Watch. Cllr Ingham felt that the ethos of Neighbourhood watch was moving towards looking out for more vulnerable people in the local area.
- 17. Grants and donations:** An application for a grant for the Good Companions club had been received and circulated. It was agreed that a grant of £150 would be issued, subject to the information about income and expenditure and reserves being received.
- 18. VE Day:** The Clerk alerted the council to the VE Day commemoration on 7 May 2020. Cllr Griffiths asked councillors to consider any ideas to mark the occasion. Initial thoughts included flags in the village and the installation of the silent soldiers.
- 19. Reports and Notifications:** All items were noted.
- 20. Any Other Business:** (i) Marion Orpen award. The Clerk confirmed she would follow this up with the local schools. (ii) Church Grove – street lamps. Cllr Ingham reported that two street lamps and columns needed to be replaced, one by the pillar box in Church Grove and one outside 1 Oakington Avenue. It was reported that one lamp was waiting for the contractor to install at the Oakington Avenue location. The parish council had only been made aware of the problem with the lamp in Church Grove recently and would arrange its replacement.
- 21.** To consider a resolution that in view of the confidential nature of business to be transacted, it is advisable, in the public interest, that 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)
- 22. Date of Next Meeting:** Wednesday 11 September in the village hall at 7.30pm.