

**Minutes of a Little Chalfont Parish Council meeting  
Held in the Village Hall, Cokes Lane, Little Chalfont  
Wednesday 13 March 2019 at 8pm  
(following a planning committee meeting which commenced at 7pm)**

**Present:** Cllr D Alexander; Cllr M Crowe; Cllr B Drew; Cllr I Griffiths (chairman); Cllr C Ingham; Cllr V Patel; Cllr M Parker; Cllr D Rafferty.

**Members of the public:** Mr J Aberson, Mr A Pearson.

**In attendance:** Mrs N Meldrum (Parish Clerk); Miss S Matthews (Assistant Parish Clerk)

1. **Apologies for absence:** Cllr J Walford; Cllr C Jackson (District Councillor); Cllr N Brown (County Councillor); Cllr M Tett (County Councillor);
2. **To receive and approve the minutes of the Parish Council meeting held on 14 February 2019:** The draft minutes had been previously circulated. The minutes were approved and were signed by the Chairman as a correct record of the meeting.
3. **Declarations of Interest:** None.
4. **Approval by Chairman of items for any other business:** (i) 2019-20 Council Tax demand; (ii) Parish Meeting.
5. **To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 minutes):** The members of the public wished only to observe.
6. **Chairman's Report.** The report had been circulated. Cllr Griffiths gave an outline of the meeting on the new unitary authority he had attended. Cllr Griffiths also drew attention to the resignation of Jim Brooks as Chairman of Little Chalfont Community Library. Cllr Griffiths had written to Mr Brooks to thank him for all his hard work and his instrumental role in the development of the Community Library. A new Chairman would be announced shortly.
7. **Clerk's Report.** The report had been previously circulated. The Clerk raised the correspondence received from Chenies Parish Council about working together on a project to discuss reducing the speed limit in Stony Lane itself, rather than just at its junction with the A404. The possibility of the roundabout at the junction of Stony Lane had also been raised. The matter was fully discussed. It was agreed that the parish council was happy to take part in discussions with the aim of reducing the speed limit in Stony Lane, however it was not felt that a roundabout would be appropriate at the present time. The Clerk will contact Chenies Parish Council. **Action: Natasha Meldrum.**
8. **To receive reports, as appropriate, from members of outside bodies and working parties.** (i) Little Chalfont Community Library. The resignation of Jim Brooks as Chairman was again noted. (ii) Westwood Park. Cllr Crowe reported that the pavilion had been painted and temporary toilets were being installed on 1 April until after the first bank holiday in May. It was also planned the toilets would be installed for July and August. Investigations were taking place about re-instating toilets in the end room of the pavilion. Concerns were highlighted about the ability of the pump to cope. (iii) Nature Park. Cllr Crowe commented that the CCTV camera was working well.
9. **Financial matters:** (i) List of payments to be signed. The payments had been previously circulated. The Clerk noted the bank error with the cheque book which affected the February payments. The re-issued cheques were listed but had previously been approved. The payments were approved and the schedule was signed by the Chairman. (ii) Income

and expenditure report. Cllr Parker asked when the income from The Lodge and the Scout storage shed was expected. The Clerk anticipated that the payments would be made shortly. (iii) Earmarked reserves. The reserves for the community centre, Westwood Park and elections within the LCPC were highlighted. It was agreed that at the end of the financial year £25,000 would be transferred to the Building Reserve and £5,000 to the Westwood Park reserve. It was agreed that no further action needed to be taken regarding the elections reserve. **Action: Natasha Meldrum.**

- 10. Insurance:** As noted in the Clerk's Report, it was confirmed that the information required regarding the insurance policy for 2019-20 had not yet been received. It was agreed that the details would be sent to councillors for discussion by email on receipt as a decision would need to be made by 31 March in time for the new policy to commence. **Action: Natasha Meldrum.**
- 11. Community Centre:** Cllr Drew confirmed that the parish council were going ahead with an appeal regarding the community centre application. The Clerk reported she had received confirmation from the planning consultant that the work could be completed within the time frame. The Clerk will liaise with the architects to ensure the process begins promptly. **Action: Natasha Meldrum.**
- 12. Fire alarm system (this item was discussed as part of item 20 in the confidential section of the meeting)**
- 13. Statters Field:** Cllr Griffiths reported the recent history of Statters Field with regard to the application for a right of way which was made in 2015. It was confirmed that due to evidence of substantial diversity of opinion in 2016 the parish council had agreed to retain a neutral stance. Correspondence had recently been received from Bucks County Council on this issue. The Clerk read out the details required. Cllr Rafferty asked about the footpath between New Road and Long Walk. It was agreed that the parish council would reply to Bucks County Council stating it did not hold the information required and to confirm it was maintaining a neutral stance on this issue. **Action: Natasha Meldrum.**
- 14. Village Day:** It was reported that Village Day was taking place on 15 June. It was agreed that the parish council would have a stall. Cllr Ingham noted it may be a good time to discuss the draft Local Plan with residents. Cllr Alexander confirmed his gazebo was available. The Clerk will make the arrangements for the stall with the organising committee. **Action: Natasha Meldrum.**
- 15. Parking review:** Cllr Parker reported he had been advised that the parking implementation was awaiting authorisation but it was still intended that the changes would be operational by the end of March. Cllr Alexander reported an enquiry from a resident in one of the designated roads. It was confirmed there were no exceptions. The Clerk will reply to the resident. **Action: Natasha Meldrum.**
- 16. Local Plan:** Cllr Ingham reported that it was likely that papers relating to the next stage of the draft Local Plan would be available March / April. Cllr Ingham also reported that at a recent planning training session, delegates were informed that once the draft Local Plan was published it would not be changed to accommodate objections. Complaints would be attached separately to the draft plan when it will be finally submitted to the inspector. It was also noted the next meeting of the Co-ordination Group will take place on 27 March. Matters for discussion will include a possible traffic survey and a Landscape and Visual Impact Assessment.

- 17. HS2:** A draft letter opposing the HS2 had been previously circulated. The letter had been drawn up by Greatworth Parish Council and sent to parish councils in a number of counties affected by the HS2 route. Cllr Griffiths asked if the parish council would like to add its signature to the letter to be sent to Parliament. It was agreed that the parish council would not sign the letter. The Clerk will notify Greatworth Parish Council. **Action: Natasha Meldrum.**
- 18. Reports and Notifications:** All items were noted. Cllr Crowe reported that he had attended the most recent session on scams held by Chiltern District Council.
- 19. Any Other Business:** (i) Council Tax demand. Cllr Griffiths noted that the Council Tax information for 2019-20 had been received by residents and drew attention to the 2.9% increase in the precept which is lower than the overall percentage increase in the council tax. (ii) Parish meeting. The Clerk confirmed that Chris Holden from Bucks and Surrey Trading Standards had agreed to speak at the meeting. Confirmation was still awaited from Gary Grant. The Clerk will follow this up. **Action: Natasha Meldrum**
- 20. Date of Next Meeting:** Wednesday 10 April in the village hall at approximately 7.45pm . This meeting will follow a planning committee meeting which will commence at 7pm.