

**Minutes of a Little Chalfont Parish Council meeting
Held in the Village Hall, Cokes Lane, Little Chalfont
Wednesday 9 January 2019 at 7.45pm**

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

Members of the public: Cllr D Phillips (District Councillor), Mr T Green; 3 residents of Little Chalfont.

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

- 1. Apologies for absence:** Cllr Patel; Cllr Walford, Cllr Jackson (District Councillor); Cllr M Tett (County Councillor)
- 2. To receive and approve the minutes of the Parish Council meeting held on 14 November 2018:** The minutes had been previously circulated. A correction to the proposer and the seconder of the library grant was agreed. Cllr Griffiths reported the grant for the library awarded in 2017 was £3,500 rather than £3,000. These changes were agreed and the minutes were approved. The Chairman signed the minutes as a correct record of the meeting.
- 3. Declarations of Interest:** None.
- 4. Approval by Chairman of items for any other business:** (i) Graffiti; (ii) Call for Sites.
- 5. To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 minutes):** A resident expressed concerns about the encampment on Lodge Lane. The encampment was currently illegal and situated on land which was green belt and AONB. There has also been an increase in crime and anti-social behaviour. Cllr Griffiths noted the area was in Chalfont St Giles parish but on the boundary of Little Chalfont. Cllr Phillips reported a planning application had been submitted and had been 'called in'. Both Little Chalfont Parish Council and Chalfont St Giles Parish Council have objected to the planning application. Cllr Alexander asked about the time line for action on this issue. Cllr Phillips gave information about the Stop Notice and the next steps for the enforcement team. If the planning application was unsuccessful, an appeal could be launched and spoke further about this process. Cllr Ingham noted that an objection, among others, had been made by the Chiltern Conservation Board. Cllr Parker asked about the process regarding potential repeated applications. Cllr Phillips noted that each application was examined independently of any prior submissions. It was noted that applications relating to green belt land and AONB needed exceptional circumstances as part of the application. Cllr Phillips noted the lack of land available for these type of sites.
- 6. Chairman's Report.** Cllr Griffiths highlighted that the 2019 parish elections had been postponed due to the decision about the creation of the unitary authority. Elections would take place in May 2020. Cllr Griffiths will contact each councillor individually to discuss if they planned to remain a councillor for an additional year.
- 7. Clerk's Report.** The Clerk highlighted the maintenance expenditure which was planned at Westwood Park. Cllr Drew asked about the bench which will be moved to a different location. It was confirmed that the bench had not been donated previously by a resident.
- 8. To receive reports, as appropriate, from members of outside bodies and working parties.**
(i) Westwood Park. Cllr Crowe reported that quotations were being sought for temporary toilets to be installed in Westwood Park during the Easter and the Summer school holidays.

A resident had raised a query on the method of sanitisation which was being addressed. (ii) Nature Park. Cllr Crowe reported that the CCTV camera had been installed at the entrance to the Nature Park and it was hoped this would help as a deterrent to any anti-social behaviour. (iii) Street associations. Cllr Alexander reported that an event was arranged on 6 February for Neighbourhood Watch co-ordinators.

9. **Financial matters:** (i) List of payments to be signed. Cllr Parker queried the payment to Bluestone Planning. The Clerk reported this was part of the community centre project. Cllr Parker also queried the payment to Chiltern District Council about one hour free parking. The Clerk explained the timing issue. (ii) Income and expenditure report. Cllr Parker queried the income from The Lodge. The Clerk confirmed this was all in order.
10. **Budget and precept 2019/20:** Cllr Griffiths informed councillors about a development in the Beel Close underpass project which had very recently arisen. London Underground had permitted the work to take place. It was anticipated that the whole project would cost approximately £20,000. Funding for this project had already been secured from Chiltern District Council, a contribution was expected from the LCCA and a LAF application would be made. The parish council was also asked to make a contribution. A discussion took place about the nature of the project, the practical details and the advantages to residents. It was agreed that the parish council would support this initiative and funding would be achieved from the general reserve up to a maximum value of £15,000. Cllr Rafferty asked that local residents be informed of the project in due course. Cllr Griffiths then raised the issue of the agreement of the precept request and the budget for 2019/20. Councillors had previously been asked to raise ideas of any additional projects which could be incorporated into the budget. It was agreed that the budget topics were satisfactory. Cllr Parker highlighted that some costs had changed since the budget process had started and a final review of the budget should take place. These topics covered one hour free car parking, public relations, grants and the Local Plan.. **Action; Natasha Meldrum.** A vote was taken that the level of the precept request should be £235,900. This was agreed unanimously. The budget was also approved, subject to any final reviews which would be circulated.
11. **Community Centre:** Cllr Griffiths reported that a letter had been sent to Bob Smith, Chief Executive of Chiltern District Council regarding the land issue. An acknowledgment had been received but there was no other information to report.
12. **Parking:** Cllr Parker highlighted feedback received from Bucks County Council following the formal consultation. This included Chalfont Avenue, Yarrowside and Snells Wood Court where there had been no objections and Chessfield Park, Linfields and Harewood Road where there was a large majority in favour of the proposed changes. It was expected that the implementation would take place in March 2019. Cllr Rafferty asked about Snells Wood Court being a private road. Cllr Parker noted that the entrance to the road was Bucks County Council land.
13. **Proposed hire costs for the village hall and Westwood Park in 2019/20:** The Assistant Clerk had prepared proposed cost increases for both venues and also a comparison of costs of similar facilities in the local area. It was agreed that an increase of 3% would be made and the figure would be rounded to the nearest £1. It was agreed that the charge for the tennis courts would remain the same.

- 14. Pocket Parks:** Information about the funding available for pocket parks had previously been circulated. It was agreed that there was no land available in Little Chalfont which would be suitable for this grant.
- 15. Parish Meeting 2019:** It was agreed that the parish meeting would take place on Tuesday 30 April with refreshments at 7pm and the meeting commencing at 7.30pm. Cllr Griffiths asked for possible ideas for speakers for the event. A number of suggestions were discussed. It was agreed that invitations would be sent to Gary Grant regarding the Restore Hope Charity and to Chris Holden in his Trading Standards role regarding scams. **Action: Natasha Meldrum / Cllr Alexander.**
- 16. Parish Council Newsletter:** It was agreed the Clerk would contact Cllr Walford about the timetable of the newsletter production and raise any impact due to the date of the parish meeting. **Action: Natasha Meldrum.**
- 17. Reports and Notifications:** All items were noted. There was a discussion about the recycling centre service review.
- 18. Any Other Business:** (i) Graffiti. Cllr Drew highlighted the increase in the amount of graffiti in the village in particular in the Beel Close underpass and Station Approach. The Clerk will notify Chiltern District Council and the local police. (ii) Call for Sites. Cllr Ingham raised the request from Chiltern District Council. A discussion took place about any suitable sites. It was agreed that Cllrs Ingham and Parker would consider a response to Chiltern District Council.
- 19.** 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.
- 20. Confidential Minutes**
- 21. Date of Next Meeting:** Wednesday 13 February in the village hall at 7.30pm