

**Minutes of the Little Chalfont Parish Council meeting held on  
Wednesday 9<sup>th</sup> September 2020 at 7.30pm via zoom.**

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

Members of the public: Cllr D. Bray. Cllr M. Tett, Ms S Lloyd, Ms J. Pickard

**In attendance:** Mrs F Copp (Parish Clerk) Ms S Matthews (Assistant Clerk)

1. **Apologies for absence.** Cllr C Jackson
2. **To receive and approve the minutes of the meeting held on 22 July 2020 via Zoom.** The minutes had been previously circulated. They were accepted and were approved. The Chairman signed the minutes as a true record of the meetings.
3. **Declaration of Interest.** There were no declarations of interest.
4. **Approval by Chairman of items for any other business.** Cllr M. Parker requested to speak with regards to hedge trimming under AOB. Cllr B Drew (Chairman) agreed.
5. **To accept the resolution that standing orders be suspended to allow members of the public to speak for (10 mins).** Ms. J. Pickard requested to speak with regards to item 19 to find out what might be happening this year with Covid restrictions and Remembrance Day and Ms. S. Lloyd requested to speak with regards to item 26. Cllr B. Drew agreed, and these items were moved up the agenda. Cllr B Drew took this moment to thank Ms S. Lloyd and her husband for all the wonderful work they had done with regards to the four wildflower areas being established in the village.  
**19. Remembrance Day** Ms J. Pickard wished to know how much involvement the Brownies, Guides may have this year due to Covid restrictions. Cllr D. Rafferty will continue to liaise with the churches with regards to this event. Cllr Drew confirmed that it is the Parish Council war memorial, but the Churches organise the event. It was agreed that Cllr D. Rafferty would discuss with the churches for the plans to go ahead as usual and then we could cancel or restrict numbers as per Government guidelines nearer the time if necessary. Cllr M Crowe confirmed that his sound equipment would be available, but the music was to be supplied by the Churches as usual.  
**26. Consideration to let verges grow.** Ms S Lloyd explained to the meeting that she would like it considered to let various verges grow for the benefit of wildlife and pollination. It was agreed that a small working party would be set up to look into this, taking onboard Cllr M Tett's comment to consider visibility at all times with regards to traffic. The areas to be considered are: Stoney Lane, Amersham Way, Chalfont Avenue near the tube station and possibly the Retreat. The working party will be Ms. S Lloyd. Cllr D Alexander and Cllr M. Crowe. The clerk will also attend the meetings to then liaise with Amersham Town Council about the possible maintenance of these sites, still allowing cutting near benches and along the perimeters of the areas to keep them managed. It was agreed that the working party would give a report at the next meeting and that this would be an agenda item. *Ms S Lloyd and Ms J Pickard left the meeting.*
6. **Chairman's report.** The report had been previously circulated, Cllr B. Drew expressed thanks to Tom Robertson (the butcher in Little Chalfont) for his community spirit and said how he would be missed as he has now closed his shop.
7. **Clerk's report.** The report had been previously circulated and most of the items would be covered on the agenda. However, it was noted that the interviews for the part-time bookkeeper/accounts clerk had taken place and an appointment was being made soon.
8. **To receive reports, as appropriate, from members of outside bodies and working parties.** Cllr J Walford updated the council that there had recently been a Nature Park management meeting. Laura Silverstone is being appointed as the school's liaison officer and has had a very positive meeting with some of the members of the management group. During the winter months the Nature Park management meetings will be every 8 weeks as opposed to every 6 weeks in the summer months.
9. **Financial Matters:**
  - (i) List of payments 9<sup>th</sup> September 2020. The payment schedule for September had been previously circulated. Cllr M. Parker asked about The Retreat fruit collection costs and Apple fields streetlight replacement. The clerk explained that the fruit collections were £10 each time and that the streetlight in Applefield was a full replacement. It was approved and signed.
  - (ii) Income and expenditure report. The report had been previously circulated. There were no comments.

- 10. Standing Orders.** A draft update had been circulated to councillors. Cllr B. Drew thanked Cllr M. Parker for his comments previously circulated and the Clerk will re draft the updated standing order for approval at the next meeting.
- 11. Financial Procedures.** A draft update had been circulated to councillors. Cllr B. Drew thanked Cllr M. Parker for his comments previously circulated and the Clerk will re draft the updated standing order for approval at the next meeting.
- 12. Beel Close update.** We are waiting for TfL to come back to us, the clerk will contact them for an update.
- 13. Streetlights. Update.** The Salix loan has been approved by the MHCLG and the Salix company have been informed. We are in the process of preparing the contract with Sparkx for this work and hope to have the transition to LED done by the end of the year.
- 14. Community Boards update.** Cllr B Drew updated the meeting that the first full meeting of the community boards had now taken place and the second full meeting was on 10<sup>th</sup> September 2020. There had also been meetings of the subcommittees that Cllr J Walford and Cllr V Patel had been part of. Cllr I Griffiths had been unavailable, but Mr R Funk had attended. It was discussed that it was early days and that the subcommittee meetings needed to be structured to allow all members the opportunity to speak. Cllr D Bray said he would bring this up at the next full community boards meeting. It will be considered if it is for us to make an application to the community boards for Cokes Lane corner traffic/pedestrian measures and CCTV in the Nature Park if appropriate.
- 15. Cokes Lane Feasibility Study update.** It has been requested for the possibility of bollards on the pavement to be added to the feasibility study and this is being looked into. When we have the information, it will be circulated to councillors and put as an agenda item at for the next meeting.
- 16. Community Centre. Update.** Cllr B Drew updated the meeting that Mr G Yellowley had been asked and agreed to be a member of the working party. A meeting with Cllr M Tett and the planning department is being arranged soon. At present all suggestions will be explored.
- 17. Local Plan. Update.** Cllr C Ingham reported no movement on the local plan, which was still held up by the dispute between Bucks Council and the Inspectors over the Duty to Cooperate issue. The new government white paper, 'Planning for the Future', proposed radical changes to the planning system with a consultation deadline of 29 October, but the reforms, if adopted, would not come into effect for some time because of the need for legislation. The government was also holding a separate consultation, deadline 1 October, on four changes which could be introduced in the short term. However, these would not affect local plans, like ours, which had already reached the inspection stage. The PC Planning Committee will consider responses to the two consultations.
- 18. Parking Issues.** At present the consultation for Elizabeth Avenue and Bell Lane is on hold due to the changes in parking that have occurred due to Covid. However it was decided that Cllr M Parker would draft a letter to Mr G Grant at the Entertainer to ask if the working practices in the run up to Christmas would give rise to any parking issues and if alternative parking arrangements could be considered. Cllr M Parker will also draft an email to highways with regards to the continuation of the yellow line on the road to go around the corner as expected. The communications will be sent from the clerk.
- 19. Remembrance Day.** This had been previously discussed under item 5.
- 20. Parish Council Newsletter update.** Cllr J Walford had circulated to the parish councillors article suggestions and a timing schedule. Work on the newsletter articles are now in progress to meet print deadlines. *Cllr M Tett left the meeting.*
- 21. The Retreat -Tree situation.** An email from a resident had been circulated to the councillors about the problem of the apple tree and the fruit dropping causing many wasps to be present. During the summer we have arranged collection of collected to fruit to be taken away. The issue was discussed, however the maintenance of trees is not part of the Parish Councils remit and so it was decided that Buckinghamshire Council would be contacted to confirm the status of the tree and any possible suggestions/solutions. This would be put on as an agenda item once Buckinghamshire Council have come back to us.
- 22. Update on actions relating to the coronavirus pandemic - Village Green etc.** No cafes are now seeking to use the Village Green.
- 23. Covid Risk Assessment/s and information for Village Hall reopening.** Cllr B Drew thanked Ms S Matthews for her work on this. All the signs and hand sanitizers are up in the hall and an entrance and exit system has been put in place. The situation is as up to date as it can be at present and the first booking on reopening the hall took place on 7<sup>th</sup> September.
- 24. Public House protection consideration in Little Chalfont.** An email had been received from the Chiltern Society save our pubs group and had been circulated to councillors. It was decided that the landlords of the White Lion

and the Metropolitan would be contacted to ask their views as to whether the pubs should be considered for listing as "Assets of Community Value".

- 25. Village Green Dumping – Burtons Wood** Councillors agreed that the Parish Council should not accept any responsibility for Burtons Wood. The Clerk's letter to Bucks Council about alleged encroachment on the wood had been sent only because the issue involved a possible breach of the conditions of planning permission following an application on which the parish council had been consulted. If residents near Burtons Wood wanted to identify the owner, it would be open to them to engage a lawyer to attempt this.
- 26. Consideration to let verges grow.** This has been previously discussed under item 5.
- 27. Litter problem in Little Chalfont.** Cllr J Walford and Cllr D Alexander requested this as an agenda item to discuss the litter and also various unkept areas of the village. It was discussed that the village litter pick that had been postponed from earlier in the year due to Covid, would be re looked at and Cllr I Griffiths would contact Mr R. Funk to discuss this possibility further. Cllr C Ingham will contact TfL to discuss rubbish that has accumulated on their land, and the clerk is arranging a meeting with Buckinghamshire Council waste team to discuss the possibility for more bins on the Village Green and in Chenies parade and the possibility of more frequent collections. The progress on these areas will be discussed at the next meeting.
- 28. Reports and Notifications.** Many reports and notifications have been circulated over the past month for councillors' information. It was noted that these had been received.
- 29. Continuation of Parish Council meetings as Zoom meetings.** It was agreed that all meetings will be held via zoom at present due to Covid.
- 30. Any Other Business.** Cllr M Parker reported to the meeting that he has been in communication with Buckinghamshire Council with regards to the Burtons Lane/ Lodge Lane junction and the visibility issues due to vegetation. Cllr I Griffiths agreed to view the site and discuss further with Cllr M Parker before a letter was sent to Little Acre.
- 31. Date of Next Meeting.** 14 October 2020 at 7.30pm via zoom. The Zoom connections will be supplied on the agenda for the meeting.