

Minutes of a Little Chalfont Parish Council meeting

Held in the Village Hall, Cokes Lane, Little Chalfont

Wednesday 8 November 2017 at 7.30pm

Present: Cllr B Drew; Cllr I Griffiths; Cllr C Ingham; Cllr M Parker; Cllr V Patel; Cllr G Roberts (Chairman); Cllr J Walford OBE.

Members of the public: Jim Brooks, Jon Fantes, Cllr M Tett.

In attendance: Mrs N Meldrum (Parish Clerk).

1. **Apologies for absence:** Cllr D Rafferty; Cllr C Jackson.
2. **To accept a resolution that standing orders be suspended to allow any members of the public to speak (10 mins):** Mr Brooks spoke in support of the Library's application to the parish council for a grant of £6,000. He explained the value for each resident and the wide range of facilities offered at the venue in addition to the loan of books. It was acknowledged how helpful the parish council grant had been in the past. Cllr Walford asked why a large balance was required. Mr Brooks explained the costs of running the library and the requirement to have a reserve in case of difficulties. It was noted the library had foundered before it was a community library due to a poor book stock. Cllr Parker reported that he supported the library and all the good work it had achieved in the village, however, the reserves were sufficiently high and did not require such a large grant from the parish council. It was noted that last year the parish council stated the library could come to the parish council with requests for help if financial difficulties presented. Cllr Griffiths asked how the additional funding would have been spent last year. Mr Brooks explained that it would have bolstered their balance. He pointed out that when applying for grant it was important to be financially secure in order to generate more income. Responding to a question from Cllr Ingham, Mr Brooks highlighted that it was more difficult to obtain grants now for capital or annual expenditure and there is also more competition for funds. Cllr Roberts expressed concern that volunteers could be asked to undertake additional fundraising in addition to their regular duties at the library. Cllr Drew stated that he had always been supportive of the library in the past but was conscious that a larger grant would add to the reserve.
3. **To receive and approve the minutes of the Parish Council meeting held on 11 October 2017:** The minutes were agreed and signed by the Chairman as a correct record of the meeting.
4. **Declarations of Interest:** Cllr Griffiths.
5. **Approval by Chairman of items for any other business:** (i) Deliveries to local shops; (ii) Station Approach; (iii) Parking.
6. **Local Plan:** Cllr Ingham reported that he had circulated the leaflet which will be distributed with the newsletter. Councillors approved the content of the document. Cllr Ingham reported that he had attended a joint committee meeting the previous evening. Officers at the district councils had taken note of the papers produced so far. It was felt likely there would be a recommendation of the direction of travel towards the 14 options identified which included the site at Little Chalfont. The leaflet sets out what is expected on the site with at least 700 homes although the school and other facilities would all be subject to discussion with any developer. Cllr Parker felt the response of the officers was healthy. He reported that he had written to the

Chairman of South Bucks District Council regarding the operating procedures in the production of the Local Plan. Cllr Ingham highlighted the timetable in the production of the plan which would be ongoing still in 2019.

7. **Chairman's Report:** The Chairman's report had been previously circulated. There were no further comments as some items would be discussed later on the agenda.
8. **Clerk's Report:** The report had been previously circulated. Cllr Parker asked about the security issues at the Nature Park and noted the existing lease would need to be examined in conjunction with any suggestions of security installations. Cllr Patel suggested it may be possible to borrow a mobile CCTV from CDC. The Clerk confirmed that she would check with CDC but thought that this would no longer be possible. Another suggestion from contractors was to set up patrols during the problem times. Costs were awaited on these proposals. The Clerk also reported she had a quote from Amersham Town Council to inspect the play pit in the Nature Park which is an essential requirement. Weekly checks would be made in the park in addition to emptying the litter bins. This proposal was agreed. It would be incorporated into the grounds maintenance schedule for future tender exercises.
9. **To receive reports, as appropriate, from members of outside bodies and working parties:** (i) Community Buildings working party. Cllr Drew reported that the planning application for the new community centre would be submitted very shortly. A meeting had taken place with some district councillors to view the plans. Cllr Phillips raised concerns over the amount of parking spaces in the application. It was noted that Bob Young from CDC had not previously highlighted the parking as an issue. Other councillors were supportive of the planned design. Cllrs Drew and Roberts had also met with Steve Bambrick, Director of Services at CDC who appeared supportive of the plans. It was noted that the Local Plan proposed that the community centre should be based in the proposed new development area but it was fully agreed this was not a practical alternative and the community centre needed to be in the heart of the village. Cllr Drew suggested the possibility of a youth hall if any new area was developed. The parking issues of a community centre in a location away from the centre of the village were also highlighted. (ii) LCCA. Cllr Parker reported the LCCA had asked what the next steps were with regard to Finch Lane. Regarding the planting of trees on Amersham Road, the LCCA felt it was a good idea and were happy to become involved in some way. Work on the Community Action Plan was ongoing. The LCCA were also investigating the parking provision at the GE Healthcare site in Amersham Place to ensure it did not have an impact on the village car parking. It was also asked if an advertisement from Community Impact Bucks could be placed on the village noticeboards. Cllr Roberts reported that residents had been consulted with regard to Finch Lane and the next step was to investigate costs of issues such as pond drainage. Cllr Drew suggested the contractor who had planted the trees in Beechwood Avenue may be able to advise on the new trees in Amersham Road. The Clerk also reported she had received an enquiry into planting trees in Kiln Avenue to alleviate the parking problems. The parking issue and potential solution would be investigated.
10. **Financial matters:** (i) **List of payments and cheques to be signed.** The payments schedule was approved. (ii) **Income and expenditure report.** There were no questions on the report.
11. **Budget 2018-19:** Cllr Roberts reported that she had met with Cllr Parker, Mrs Davis and the Clerk to discuss the first stage of the budget. A draft budget is planned to be circulated before the next meeting.

- 12. Remembrance Sunday 2017.** Cllr Roberts reported that plans for the Remembrance service were in place. A number of councillors volunteered to help set up the event. The WI had kindly agreed to prepare the refreshments in the village hall after the memorial.
- 13. Grants and Donations.**(i) Little Chalfont Community Library. (This application was discussed in following the Declarations of Interest) Following consideration of the issue, Cllr Parker proposed the parish council should offer a grant of £3,500. This was seconded by Cllr Drew. (ii) Chiltern Dial a Ride. It was agreed the parish council would offer a grant of £300. (iii) Good Companions. This organisation would be offered a grant of £150. (iv) Chesham Christmas Party for the Elderly. It was agreed to grant £100 towards this event. (v) LCCA. It was confirmed that £100 would be granted to the LCCA in recognition of the help in delivering the parish council newsletter.
- 14. Christmas lights.** Cllr Roberts noted it had previously been agreed that the parish council would pay for the running costs associated with the Christmas lights for 2017. She reported that it would be helpful for the LCCA to have an indication of any future years funding to enable budget planning and the extent of involvement required from local businesses. Currently, the parish council are responsible for the Christmas lights on the trees on the village green and the village hall. It was noted that if the parish council would continue to support the running costs it would also be responsible for tendering for the work to be undertaken. Cllr Drew suggested the council could give a commitment for three years. Cllr Parker asked about the costs of this activity and if it was equivalent to what the parish council would like to contribute. It was agreed that this activity was satisfactory and also enabled tendering for the process to take place.
- 15. No 71 bus.** The Clerk reported a request had been received from a resident regarding the direction of the no.71 bus, with a suggestion of an alternative route which may be of benefit to more residents. This topic had been discussed in previous occasions. Cllr Roberts suggested the bus could travel in a loop around the village. It was agreed to contact the bus company about this issue.
- 16. Newsletter.** Cllr Walford reported that the newsletter was almost ready to be sent to the printers. The aim is to send to the printers on Monday with delivery scheduled for the weekend of 18 /19 November 2017.
- 17. Terms of Reference.** The draft terms of reference for the Westwood Park Working Party, Village Hall Working Party and the Nature Park Management Group were reviewed. Cllr Drew asked for confirmation about the role of the secretary. It was noted that role is slightly different for the working parties.
- 18. Tennis machines.** It had previously been agreed to discuss the viability of installing tennis machines at Westwood Park as all machines installed outside would require a canopy. A quote had been received for the production and installation of a canopy for £460 and it was agreed that this work could go ahead. It was noted that the tennis fees would rise to £3 an hour.
- 19. Flooring at Westwood Park.** The Clerk reported that a problem with the flooring and showers in two changing rooms had been found. The issue had been made safe and it was planned that Amersham Town Council would do some exploratory work in the Christmas break. A quotation had been sought from a plumber to rectify the showers with an initial quote of £3000 per shower area although additional work may be required depending on investigations under the floor. Cllr Roberts asked about the costs of a prefabricated building. This would be investigated.
- 20. Electric contracts:** As detailed in the Clerk's Report, the parish council was considering setting up a contract of all the electrical requirements and testing at the village hall and Westwood Park.

It was agreed to investigate if a contract could be set for two years, or could be suspended if work took place in building the new community centre.

- 21. Telephone and broadband contracts:** It was agreed that Plus Net was the most competitive supplier. The Clerk was asked to investigate the costs of fibre broadband to see if this was a cost effective method.
- 22. Tree work.** The costs of the priority 3 work had increased since the tree survey had been undertaken. It was agreed that this work could take place in this financial year. Work on the copse of trees in Westwood Park adjacent to Westwood Drive could also go ahead.
- 23. Reports and Notifications.** (i) Bucks County Council press release on Household Recycling Centres (circulated 12 October 2017); (ii) BALC training opportunities (circulated 12,16, 30 October 2017); (iii) Bucks County Council press release on budget 2018-19 (circulated 19 October 2017); (iv) My Bucks Budget Consultation special 2018-19 (circulated 30 October 2017); (v) Mobile Library Consultation (circulated 2 November 2017); (vi) Community Impact Bucks November newsletter. All reports were noted.
- 24. Other Business. (i) Deliveries to local shops.** Cllr Griffiths raised the issue of deliveries being made to businesses on Chenies Parade and the resultant traffic problems which arise. It was noted that there was no action which could currently be taken. (ii) Station Approach. Cllr Drew reported that Station Approach was not looking very welcoming to residents and visitors to Little Chalfont due to number of banners and signage which had been placed in the area. It was agreed the Clerk would write to Chiltern District Council to check on the permission on the location of the advertising boards. The parish council would also write to the local businesses in this area to see if they would like to contribute to advertising a board or planter which would be more aesthetically pleasing. (iii) Cllr Parker reported he had written to Alistair Turk regarding the review of parking changes. As Mr Turk was no longer working at Bucks County Council, it was agreed that Cllr Parker would write again regarding the review. Cllr Tett confirmed that there would be costs involved in any sizeable review. It was possible the Local Area Forum may be able to help support this work. Cllr Tett reported he had received much correspondence from Linfields residents who had increasing difficulties in exiting their driveways due to the displaced parking in their road. Some steps were being put in place to try and alleviate these problems. A larger scale review of the parking changes may assist with this.
- 25. Date of Next Meeting:** Wednesday 13 December 2017 in the village hall at 7.30pm.

Signed..... Date.....