

CHESHAM BOIS PARISH COUNCIL

Minutes of the Council Meeting held at The Council Office, Glebe Way, Chesham Bois at 8.00pm on Monday 14th March 2016

PRESENT: Cllr R Harrison (Acting-Chairman), Cllr J Bailey, Cllr D Buckingham, Cllr G Goldstein
Cllr D King, Cllr C Thomas and Cllr C Woolveridge
Mrs S Payne – Clerk

IN ATTENDANCE: Three members of the public

93. Questions and Comments from the Public

Residents came to discuss Council's response to Chiltern & South Buck's Local Plan. It was noted that there was a badger set and bats in Blackwell Stubbs. Residents were concerned that within appendix 5 of the draft HELAA document (Jan 16) 5 Stubbs Wood had been identified as a possible site for development. Cllr Goldstein reported that the Part 1 Green Belt Assessment, carried out by 3rd party consultants, recommended that Blackwell Stubbs (referred to as Parcel 22b) not be taken forward and has given it a strong score for green belt purposes. Council agreed that if 5 Stubbs Wood appeared in the next stage of the consultation process they would object. **Action: Cllr Goldstein**

94. **Apologies for Absence:** Cllr R Hartley.

95. **To Approve Minutes of Council Meetings held on 8th February and 22nd February 2016.**

The minutes were approved unopposed and signed by the Acting Chairman.

96. **To Receive Declarations of Interest Relating to this Meeting.** None declared.

97. Chairman's Report

Cllr Hartley's report, circulated with the agenda papers, was noted. Cllr Harrison went through the points raised within the report.

Cllr Richard Thorndike had resigned from Council, his tireless work over the years and especially recently at the burial grounds will be sorely missed. Cllr Thomas has agreed to take on the responsibility for the burial grounds, assisted by Cllr Woolveridge.

Council were asked to consider possible speakers for the Annual Parish Meeting on 16th May 2016. It was agreed that the Clerk should invite the Rt Hon Cheryl Gillan MP to speak at the meeting.

Action: Clerk

98. Clerk's Report

The Clerk's report, circulated with the agenda papers, was noted.

Casual Vacancy Notice: The notice had been displayed on the parish noticeboards and website and the notice period expires on 21st March. If during this period CDC does not receive a request for an election Council will be able to proceed to co-opt a councillor to fill the vacancy.

Interments: During February there were three interments, two of which were from outside the parish.

99. Correspondence

Tower Mint Ltd sent a sample of a medal they are producing for schools and councils celebrating HM Queen Elizabeth II 90th birthday. Each medal costs £1.99. Council agreed that further medals will not be purchased.

An email informing Council that the closing date for entries for the 2016 Best Kept Village Competition was 30th April 2016. Council agreed that they would not be entering this year's competition.

The spring editions of The Chiltern Magazine and the ICCM Journal were available in the Council offices.

100. Finance

- a) Cllr Woolveridge presented her report, which had been forwarded to Councillors with the agenda papers. The report detailed the areas of note in the income and expenditure report for February 2016.
- b) Payments for approval to 9th March 2016: The following payments were approved by Council.

EXPENDITURE	Amount	
Altitude Events Ltd	£208.50	Fete: 25% Deposit for Climbing Wall
Amersham Business Services	£6.53	Stationery
Buckland Landscapes Ltd	£1,164.00	Feb 16 Grounds Maintenance
The Chiltern Society	£187.50	Burial Ground Advertising
The Chiltern Society	£664.00	Common/Tenterden Spinney Laurel Clearance
Chiltern Woodlands Project	£120.00	Tree Survey of Tenterden Spinney/Manor Drive
Clarity Copiers Ltd	£79.07	Photocopier usage/maintenance Sept - Dec 15
Clearwater Pond & Lake Management	£354.00	Aquatic chalk annual treatment for pond
DCK Beavers	£24.00	Feb 16 Payroll Administration
Information Commissioner's Office	£35.00	Data Protection Registration renewal
Samantha Payne	£59.76	Stamps/Events Refreshments/mileage/coffee machine
Ridgeway Woodlands	£276.00	Common Path Clearance
H G F Schneiders	£2,340.00	Tenterden Spinney Bois Lane Fence
Southern Electric	£202.43	Jan 16 Street Lighting Electricity
Southern Electric	£209.29	Feb 16 Street Lighting Electricity
Thompsons Garden Services	£810.20	Burial Ground Car Park resurface/repair
Utility Warehouse	£37.69	Jan 16 Telephone/Broadband
Staff Salaries	£1,243.56	Clerk/Sexton/Cleaner Salaries Mar16
Bucks County Council	£276.74	Mar 16 Pension Contributions
	£8,362.45	
RECEIPTS		
Bucks County Council	£2,700.00	LAF funding for MVAS
Creative Memorials	£60.00	Memorial Garden
Wrights Funeral Services	£140.00	Memorial T1277
Wrights Funeral Services	£325.00	Plot & Interment 7Pb
Beacon Funeral Services	£600.00	Plot & Interment C119
Memorial Services Ltd	£186.00	Memorial 1309
Interment/Plot Purchase/Plaque	£425.00	W106
National Savings	£113.60	Interest
Tina Bees	£40.00	Fete: 2 stalls [price tier 2]
Amersham Museum	£10.00	Fete: 1 stall [price tier 1]
St Leonards Church	£10.00	Fete: 1 stall [price tier 1]
	£4,609.60	

- c) Council reviewed the February 2016 Income & Expenditure Report.

- d) ***It was resolved*** that IAC Ltd be appointed as Council's internal auditor for 2015/16.

- e) Cllr Woolveridge explained that a new company called Smaller Authorities Audit Appointments Ltd (SAAA) was created to take over the appointment of external auditors and for the setting of audit fees for smaller authorities from 2017. Under Local Audit (Smaller Authorities) Regulations 2015 Council could opt out of these new current arrangements. Councils that decide to opt out would need to appoint an independent audit panel in order to appoint an external auditor. **It was resolved** that Council would opt-in to the new arrangement of appointing external auditors with SAAA Ltd. **Action: Cllr Woolveridge**

101. LAF Report

Cllr King reported that he was waiting for an update from LAF on Council's application for a footpath upgrade across the common near the cricket pitch.

102. General Purposes – To Receive and Act on Reports from Working Groups

a) Common & Woodland

Cllr Thomas presented his report, which had been circulated to Council with the agenda papers.

- i. *Update on Current Work*: The tree work following the Autumn Tree Survey was almost complete with two trees adjacent to Heatherton House School to be felled during the school holidays.
- ii. *Manor Drive*: Residents had reported trees leaning over the road at Manor Drive. John Morris surveyed the trees and following his report a planning application has been made to Chiltern District Council to fell four trees.
- iii. *Tenterden Spinney*: A large beech tree close to 69 Bois Lane has been checked by John Morris; who reported that the tree had not deteriorated since he last surveyed it. During this visit three dead or dangerous trees were identified and these are to be felled immediately under a current approved planning application.
- iv. *Bricky Pond*: The annual chalk treatment, agreed at the last meeting of Council, had been applied to the pond.

b) Village Community

Cllr Bailey presented his report, which had been circulated to Council with the agenda papers.

- i. *Clean for The Queen (5th March 2016)*: More than 50 people turned up and Council would particularly like to thank the local brownies who attended despite the cold weather. Over 25 bags of rubbish had been collected.
- ii. *Village Fete (11th June 2016)*: The stalls and attractions are being booked. The next meeting of the Fete Working Group will concentrate on finance and sponsorship.
- iii. *Beating the Bounds (8th May 2016)*: Posters will be displayed around the village. Cllr Bailey will draft an article for the local press. Cllr Bailey asked for volunteers to help with the refreshments in the Parish Centre at the end of the walk. **Action Cllr Bailey/All**

c) Transport

Cllr King presented his report, which had been circulated to Council with the agenda papers.

- i. *Portable Speed Sign*: The sign has been relocated to the junction of North Road and Long Park. The additional jubilee clips supplied by the contractor are too large for our lamp posts and are to be exchanged. For this reason it has not been possible to move the speed sign to Bois Lane as planned. **Action: Cllr King**

- ii. *Bollards Outside Shops*: The bollards still have not been replaced. Cllr King has written to the Local Area Technician (LAT) requesting an update.
- iii. *Dropped Kerb by Cricket Ground Gate*: The LAT has inspected the location and has recommended that the existing dropped kerb approx. 10 metres further along the road be used. However, in order to gain access from this point posts would need to be removed and scrub cleared. Council did not consider this a viable option. Cllr King would apply for a dropped kerb licence for the original site and get approved contractors to quote.

Action: Cllr King

- iv. *Parish Devolution*: BCC are checking the ownership of the hedge in Bois Lane and are to provide one outstanding map. Until this information is provided Council are not in a position to sign the contract with BCC before the 18th March 2016 deadline. This does not prevent Council from joining tranche 2 at a later date. Funding will be reduced to reflect any work TfB have carried out in the intervening period.
- v. *BCC's Local Area Technician*: Our Local Area Technician will be leaving on 8th April 2016. A replacement has not yet been announced.

d) *Communications*

Cllr Buckingham presented his report, which had been circulated with the agenda papers.

- i. *Website*: The development of the website is progressing. Each Working Group Chair is asked to put together content and images for their page on the website and also consider how they wish their webpage to look. Photographs of previous events should be forwarded to the Clerk. There will be a page on the history of Chesham Bois and Cllr Buckingham will be contacting the Chesham Bois History Society for material **Action: Cllr Buckingham/All**
- ii. *Media*: The March edition of 'Your Amersham' featured a page on the recent activities of Council which included, parish devolution, recent work at Tenterden Spinney and forthcoming events. Cllr Buckingham asked Council to forward to him news items they would like included in the next edition of the magazine. **Action: Cllr Buckingham/All**
- iv. *Bois Own*: Cllr Buckingham had been in contact with the Bois Own editor to discuss ways in which Council could help with the production of a Spring 2016 edition. There was a need for help with dealing with the printers, sponsors and arranging delivery of the newsletter. Cllr Buckingham asked Council to forward him content they would like included.

Action: Cllr Buckingham /All

103.Planning

- i. The minutes of the Planning Committee meetings held on 1st and 22nd February 2016 were noted.
- ii. *Chiltern and South Buck's Joint Local Plan*. Council's response had been submitted and a notice displayed on the parish noticeboards informing residents that copies could be found on the website or at the Council's office. CDC will take into account all the responses and a 'preferred options' consultation will take place in October/November 2016.

104. Consultations and Other Notifications None.

The meeting finished at 9.02pm

Date of next meetings of Council. Monday 11th April 2016