

# **CHESHAM BOIS PARISH COUNCIL**

## **Minutes of the Council Meeting held at The Council Office, Glebe Way, Chesham Bois at 8.15pm on Monday 11<sup>th</sup> April 2016**

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

**105. Questions and Comments from the Public.** None

**106. Apologies for Absence:** Cllr R Hartley, Cllr D Buckingham, Cllr D King and Cllr C Woolveridge.

**107. To Approve Minutes of Council Meetings held on 14<sup>th</sup> March 2016.**  
The minutes were approved unopposed and signed by the Acting Chairman.

**108. To Receive Declarations of Interest Relating to this Meeting.** Cllr Harrison declared an interest in the discussion on the maintenance of the Bois Lane hedges [minute 114ci].

**109. Chairman's Report**  
Cllr Hartley's report, which had been circulated to Council, was noted.

**110. Clerk's Report**  
*Casual Vacancy:* Chiltern District Council (CDC) have confirmed that they did not receive an election request. Council can now proceed to co-opt councillors to fill current vacancies. Currently three residents have expressed an interest in becoming councillors. The Clerk will forward all relevant information to them and invite them to attend the next Council meeting. **Action: Clerk**

The Ramblers Association contacted Council to inform them that bridleway sign (CB13) is lying on the ground next to the driveway to 56 Copperkins Road. It may have been removed during work to the driveway. A letter requesting that it be reinstated had been sent to the owners. The Clerk will follow up. **Action: Clerk**

Three memorial applications have been approved.

**111. Correspondence - None.**

**112. Finance**

a) Cllr Woolveridge's report, which had been circulated to Council, was noted.

A small surplus for the year is anticipated due to an increase in burial receipts. It was noted that the March 16 comparative profit and loss report had not been received by all councillors. The Clerk would recirculate copies. **Action: Clerk**

b) Payments for approval to 1<sup>st</sup> April 2016: The following payments were approved by Council.

#### PAYMENTS

	Amount	
Amersham Business Services	£6.11	Stationery
Bucks Assoc of Local Council	£52.69	Clerk's attendance at Agenda & Minutes Course
Cllr D Buckingham	£16.57	Clean for The Queen Refreshments
Buckland Landscapes	£720.00	March Grounds Maint/Burial Ground Path & Shrub Work
Chiltern District Council	£711.49	Dog Bin Emptying Oct 15 - Mar 16
The Chiltern Society	£300.00	Common Clearance Work
Clarity Copiers Ltd	£132.92	Photocopier usage/maintenance Jan-Mar 16
DCK Beavers	£24.00	Mar 16 Payroll Administration
JRB Treework	£450.00	Clear fallen tree
Ridgeway Woodlands	£2,654.00	Common Tree work following Tree Survey
Ridgeway Woodlands	£564.00	Tenterden Spinney Tree work following Tree Survey
Sparkx Ltd	£3,969.00	Supply 3 x LED & 1 x heritage lanterns/Maint Nov-Mar 16
Southern Electric	£222.88	March 16 Street Lighting Electricity
Utility Warehouse	£39.29	Feb 16 Telephone/Broadband
Staff Salaries	£1,031.10	Clerk/Sexton/Cleaner Salaries April 16
Bucks County Council	£276.74	April 16 Pension Contributions
	<b>£11,170.79</b>	
<b>RECEIPTS</b>		
Cooks Funeral Services	£450.00	Interment F324
BT	£50.00	Wayleaves
	<b>£500.00</b>	

#### 113. LAF Report – nothing to report

#### 114. 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.

- i. *Update on Current Work:* Two trees on Amersham Road, identified during the Autumn Tree Survey, have yet to be felled. The Clerk will contact the contractor. **Action: Clerk**
- ii. *Tenterden Spinney:* The three trees identified by John Morris as dangerous have been felled. The beech tree close to 69 Bois Lane, which did not show signs of deterioration since the last survey, has recently lost a large limb. **Action: Clerk**
- iii. *Common & Woodlands Management Plan:* The land parcels have been registered and mapped by the Rural Payments Agency and The Forestry Commission are now processing Council's grant application.
- iv. *North Road:* Cllr Thomas met with a North Road resident regarding his concerns over cars reversing onto the Common and churning up mud adjacent to his driveway. It was agreed that Cllr Thomas would look into the possibility and costs associated with placing wooden states at the end of the resident's driveway. **Action: Cllr Thomas**
- v. *Developing Community Partnerships:* Cllr Thomas had attended an interesting workshop, led by the Chiltern Rangers, on how to engage a wider network of people on the Common.
- vi. *War Memorial Bollards:* Earlier in the year one of the War Memorial bollards had been knocked over by a car and damaged. Council have been quoted £250 to replace the bollard or £550 to replace both with slightly larger bollards. The owner of the car has paid Council £250 for the replacement of the bollard. Council are to decide at their next meeting on which course of action to take. **Action: Cllr Thomas/Clerk**

*b) Village Community*

Cllr Bailey presented his report.

- i. *Clean for The Queen (5<sup>th</sup> March 2016)*: Cllr Bailey would be attending a Clean for the Queen Celebration event at Westminster Palace on 19<sup>th</sup> April.
- ii. *Village Fete (11<sup>th</sup> June 2016)*: The next meeting of the Fete Working Group will concentrate on finance and sponsorship.
- iii. *Beating the Bounds (8<sup>th</sup> May 2016)*: Posters have been printed and will be displayed around the village.

**Action Cllr Bailey**

*c) Transport*

Cllr Harrison presented Cllr King's report.

- i. *Parish Devolution*: Bucks County Council (BCC) have confirmed that they are the owners of the hedges along Bois Lane. BCC state that, as responsibility for delivering highways maintenance services has been devolved to parish councils, Chesham Bois PC would take on the responsibility for cutting back the Bois Lane hedge to prevent hazards to highway users. The maintenance of this hedge has been a concern to Council as it would require traffic management. Council will need to decide if they wish to take on this responsibility at the next Council meeting. The Clerk is to seek clarity from BCC on their responsibility for trees along verges within the parish.

**Action: Clerk**

Tenders have been received for devolved services (excluding the Bois Lane hedges). Cllr King and the Clerk will look at the tenders in order to be in a position to appoint a contractor should Council agree to proceed with devolved services.

**Action: Cllr King/Clerk**

*d) Communications*

Cllr Harrison presented Cllr Buckingham's report.

- i. *Website*: A test website is available to view. Content is required from each Working Group Chair. The Councillor Information page requires a photo for each Councillor profile. Councillors whose photograph is missing will email one to the Clerk.
- ii. *Media*: April's edition of 'Your Amersham' featured a page on the recent activities of Council which included 'Clean for The Queen' and the Local Plan.

**Action: All**

*e) Burial Grounds*

Cllr Thomas presented his report which had been circulated to Council.

- i. *Update on current work*: During the past six months Cllr Thorndike managed a programme of improvements which have resulted in a remarkable improvement in the appearance of the burial ground. Buckland Landscape's grounds maintenance contract will help to maintain it.
- ii. *Future work for the coming year*: Cllr Thorndike proposed a number of improvements before his resignation which will be costed and put before Council. A number have been included in the 2016/2017 budget.

- iii. *Income from Burials/Memorials*: Income is significantly better than expected at £23,600, due to an increase in the number of burials, especially from outside the parish. Fees have not been increased for a number of years and the working group will consider if the current charges are appropriate.

#### **115. Planning**

- i. The minutes of the Planning Committee meetings held on 14<sup>th</sup> March 2016 were noted.
- ii. *11 St Leonards Road [CH/2015/2318/FA]*: this planning application to redevelop the site to provide two detached dwellings was called in for discussion by CDC's Planning Committee on 7<sup>th</sup> April 2016. Members of the Planning Committee were unable to attend the meeting and are currently unaware of the decision made by the CDC Planning Committee.

#### **116. Consultations and Other Notifications** None.

The meeting finished at 9.25pm

Date of next meetings of Council. Monday 9<sup>th</sup> May 2016