

# CHESHAM BOIS PARISH COUNCIL

Councillors are hereby summoned to the  
**ANNUAL MEETING OF THE PARISH COUNCIL to be held on Monday 9<sup>th</sup> May 2016**  
**at 8pm in the Council Office, Glebe Way, Chesham Bois**

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Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

## AGENDA

- 1.1 Questions and Comments from the Public (limited to 15 minutes)**
- 1.2 To Elect a Chairman and Declaration of Acceptance of Office**
- 1.3 To Receive Apologies for Non-attendance**
- 1.4 To Receive Declarations of Interest Relating to this Meeting**  
(Under Sections 30(3) and 235(2) of the Localism Act 2011, Councillors are required to register their Disclosable Pecuniary Interests in the Register maintained by the Monitoring Officer of the District Council. The Council's Code of Conduct also requests Councillors to declare these where they relate to any item of business to be discussed)
- 1.5 To Elect a Vice Chairman**
- 1.6 To Resolve to Appoint Mr Jonathan Harbottle as a Parish Councillor to Fill One of the Casual Vacancies.**
- 1.7 To Agree Membership to the Following Committee and Working Groups:**
  - (a) Planning Committee
  - (b) Common & Woodlands Working Group
  - (c) Finance Working Group
  - (d) Burial Ground Working Group
  - (e) Village Community Working Group
  - (f) Transport Working Group
  - (g) Communications Working Group
- 1.8 To Agree Representatives to the Following Organisations:**
  - (a) Local Area Forum
  - (b) Duke of Bedford's Trustees
  - (c) Chiltern & South Bucks Strategic Partnership
- 1.9 To Approve the Council Meeting Minutes of the 11<sup>th</sup> April 2016**
- 1.10 Transport & LAF Working Group and Parish Devolution**
  - (a) To receive the Chairman's report.
  - (b) To resolve to take on Devolved Services from Bucks County Council as of 10<sup>th</sup> May 2016
  - (c) To appoint a contractor for parish grass cutting.
  - (d) To approve the expenditure of £2500 for a second MVAS sign with funding transferred from the Street Lighting budget.
  - (e) To note that the contract for the supply of electricity supply to street lights has expired and quotes are being sought.
- 1.11 To Receive the Chairman's Report**
- 1.12 To Receive the Clerk's Report**
  - (a) To approve expenditure of £1405.63 on an office desktop computer, two screens, a laptop, Office 365 and backup software and 4 year support from the manufacturers. Installation costs would be a maximum of £270.
  - (b) To resolve to reschedule the next two Council meetings to the 20<sup>th</sup> June and 18<sup>th</sup> July in order to accommodate the signing and return of the Annual Return.

### 1.13 Correspondence

#### 1.14 To Consider a Request from Cllr Buckingham to Purchase a Cherry Tree for Woodside Avenue at a Cost No Greater than £200 to replace the Hawthorne tree removed by BCC.

### 1.15 Finance

- (a) To receive the Chairman's report.
- (b) To approve payments to 4<sup>th</sup> May 2016.
- (c) To receive the Income & Expenditure Account for March & April 2016
- (d) To approve the changes to Unity Trust Bank's Terms and Conditions with the introduction of a £6 monthly bank charge.
- (e) To appoint an additional signatory to the Unity Trust bank mandate to replace Cllr Thorndike.
- (f) To appoint signatories to the NS&I account mandate.

### 1.16 General Purposes – to Receive Reports from Working Groups

#### a) Common & Woodland Working Group

- i. To receive the Chairman's report.
- ii. To approve the expenditure for felling 4 trees in Manor Drive
- iii. To approve the expenditure of £250 to replace the broken war memorial bollard.

#### b) Village Community

- i. To receive the Chairman's report.

#### c) Communications Working Group

- i. To receive the Chairman's report.

#### d) Burial Ground Working Group

- i. To receive the Chairman's report.
- ii. To approve expenditure for the removal of iron railings, planting of a privet hedge and installation of a gate.
- iii. To consider offering Mr Mike Smith 'parish' rates for the purchase of a woodland burial plot in view of his services in the establishment of the woodland burial ground.

### 1.17 Planning

### 1.18 Consultations & Other Notifications

- (a) The Chiltern District Council Community Grant Aid Scheme are seeking applications from voluntary groups for funding by 6<sup>th</sup> June 2016

*S Payne*

Samantha Payne, Clerk to Chesham Bois Parish Council