

CHESHAM BOIS PARISH COUNCIL

Minutes of the Council Meeting held at The Council Office, Glebe Way, Chesham Bois at 8.00pm on Monday 12th February 2018

PRESENT: Cllr R Hartley (Chairman), Cllr D Buckingham, Cllr D Conway Read, Cllr R Harrison, Cllr D King, Cllr C Thomas and Cllr C Woolveridge.
Mrs S Payne – Clerk

23.1 Questions and Comments from the Public. Five North Road residents expressed their concerns on the size of the proposed redevelopment of the Parish Centre site put forward by St Leonards Church at their recent community consultation and wished to know Council's views on the proposal. This was discussed under agenda item 23.5.

23.2 Apologies for Absence. Noted from Cllr J Bailey, Cllr J Harbottle, Cllr R Heath and Cllr J Large.

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

23.4 To Approve Minutes of Council Meeting held on 15th January 2018. The minutes were approved unopposed and signed by the Chairman.

23.5 Chairman's Report.

The Chairman tabled his report which was noted.

Proposed Redevelopment of the Parish Centre Site: A number of councillors attended the St Leonards Church community consultation on the proposed redevelopment of the parish centre site. Various potential uses for the site are being considered. As the Parish Centre is an important amenity and houses the Council office it was important for Council to be part of the early discussions on its redevelopment. It was agreed that the project manager be invited to meet with Council.

Action: Cllr Hartley

23.6 Clerk's Report & Correspondence

The Clerk's report was noted:

- a) *Damaged Memorial:* In December an oak tree had fallen in the original formal burial ground and damaged a memorial. The plot owner has been contacted.
- b) *GPS Training:* Four Councillors, the Clerk and Sexton attended a training session on the GPS device.
- c) *Office Printer:* The new printer has been set up. The supplier has agreed to return the delivery fee and offer £50 as compensation for inconvenience caused by the delay in delivery.
- d) *PAT Testing:* All relevant electrical appliances have been PAT tested.
- e) *Chalfont Beekeepers' Society Apiary:* The license, which commences on 1st February 2018, has been signed.
- f) *Burial Ground Electricity:* Southern Electric will inspect the metre as it has given a false reading.
- g) *Correspondence:* The Clerk had circulated and Council noted the following:
 - i. an email inviting councillors to the opening of The Beech House in Amersham;
 - ii. an email from a Laurel Court resident requesting a grit bin which is being considered by the Transport Working Group;
 - iii. an email from a resident complaining about the extension of the dogs on leads policy to the woodland burial ground has been considered by the Commons, Woodlands & Burial Grounds Working Group. The current Burial Ground Regulations, updated in November 2017, took into

account complaints by burial ground visitors to the increase in the number of dogs off the lead roaming the burial grounds and the increase in dog faeces on graves when extending the request that all dogs be kept on leads in the burial ground; **Action: Clerk**

- iv. an email from a resident informing Council of suspected fly-tipping of garden waste near the footpath behind Clifton Road. Letters have been sent to the owners who back onto this part of the woods;
- vi. an email from a resident informing Council that they will be holding a one-hour laser tag party on the common on 24th February. They have been reminded of the bylaws.

23.7 Finance

- a) The January 2018 income and expenditure and balance sheets were noted.
- b) Payments for approval to 6th February 2018: Council approved the following payments:

Payments	NET	VAT	Amount	Description
Chiltern Society	£187.50		£187.50	Burial Grd Advert in Winter Chiltern News
Chiltern Society	£828.00		£828.00	Winter Volunteer work
Fitzpatric Woolmer	£2,414.00	£482.80	£2,896.80	BG Noticeboard
Samantha Payne	£32.85		£32.85	Mileage to SLCC Regional Conference
Printerland.co.uk	£89.00	£17.80	£106.80	Xerox Versalink A3 Paper Tray
SLCC	£75.00	£15.00	£90.00	SLCC Regional Training Conference
Staff Salaries	£1,340.96		£1,340.56	Feb 18 Salaries
Bucks County Council	£375.58		£375.58	Feb 18 Pension Contributions
Chiltern District Council	£280.85		£280.85	Supply/Install Dog Bin near Pavilion
St Leonards	£200.00		£200.00	6-month office rental
Utility Warehouse	£31.95	£6.39	£38.34	Dec 17 Telephone/Broadband
UKSafety Mgmt Ltd	£125.99	£25.20	£151.19	Equipment PAT testing
			£6,528.47	

- c) To approve the transfer of £7,000 from the NSIB Savings Account to the Unity Trust Bank Account. **It was resolved to transfer £7,000 from the NSIB Savings Account to the Unity Trust Bank Account.** The necessary paperwork was signed by Cllr Hartley and Cllr Woolveridge. **Action: Clerk**

23.8 General Purposes – To Receive Reports from Working Groups

a) Common, Woodlands & Burial Grounds Maintenance

Cllr Thomas' report had been circulated to Council prior to the meeting and was noted.

- i. *Current Work:* The recent tree safety inspection identified over twenty trees requiring tree work; the majority needing to be felled. Quotes and planning permission is being sought. The GPS system was used very successfully to map the trees. **Action: Clerk**

Two residents have complained about the change in character to the area adjacent to 113 Chestnut Lane following the felling of trees. There is some tidying up of logs to be carried out and the working group will consider planting new trees in the area. **Action: Cllr Thomas**

- ii. *Common & Woodlands Management Plan & Public Meeting:* A public meeting has been arranged for Wednesday 28 February. John Morris has agreed to attend and give a presentation. The event will be publicised with posters and flyers. **Action: Cllr Thomas**

The draft plan had been circulated to Council for approval. Chiltern District Council's Tree Officer and The Woodland Trust have been sent copies for comment. **It was resolved to approve the Common & Woodland Management Plan.**

- iii. *Burial Ground Maintenance:* A meeting with the new grounds maintenance contractor has been arranged.

b) Burial Grounds Management

Cllr Large's report had been circulated to Council prior to the meeting and was noted.

- i. *Digital Mapping*: The outline of the new formal burial ground was mapped last week. The plots will be added, and the woodland burial ground digital map is to be updated. **Action: Clerk**
- ii. *Marketing Plan*: Cllr Large has met a number of local funeral directors to discuss their and their client's needs. The general view was that the existence of the burial grounds was not widely known amongst locals but that it had a unique and attractive offering.

The working group will be meeting later in the month to draw up a specification for new publicity material.

Action: BGM WG

c) Transport

Cllr King's report had been circulated to Council prior to the meeting and was noted.

- i. *MVAS Signs & Speeding*: The Police have confirmed that they will be conducting enforcement speed checks along Amersham Road during the next few weeks.
- ii. *LAF*: An application for funding towards the purchase of a defibrillator was not submitted as LAF funding does not cover the provision of emergency equipment.

Work on the Tenterden Spinney all-weather path will be complete by the end of March. A saving against budget has been achieved. The LAF have agreed that this saving can be put towards the purchase of an additional MVAS.

Action: Transport WG

d) Village Community

Cllr Bailey's report had been circulated to Council prior to the meeting and was noted.

- i. *2018 Village Fete (Sat 9 June)*: The notes from the working group meeting to discuss the fete were circulated to Council and noted.
- ii. *Defibrillator Update*: Cllr Conway Read presented an update on the costs and potential funding sources for a defibrillator. Councillors were asked to consider possible sites around the village. It was agreed that a representative from South Central Ambulance Service be invited to talk to Council about defibrillators at their next meeting. **Action: Clerk/ALL**
- iii. *Good Neighbour Scheme*: Cllr Conway Read had attended a meeting with the organiser of Amersham Good Neighbour Scheme and a representative of Prevention Matters to discuss the way forward with the scheme. Concerns were raised about some of the current procedures and the Co-ordinator vacancy. A meeting to DBS check volunteers had been arranged. The scheme will be advertised in Bois Own and a co-ordinator will be recruited.

e) Communications

Cllr Buckingham's report had been circulated to Council prior to the meeting and was noted.

- i. *Media*: The spring issue of Bois Own will be distributed in March.
- ii. *Chesham Masterplan*: Cllr Buckingham & Cllr King had attended a consultation on the Chesham Masterplan. Neighbouring parishes are being encouraged to view and comment on the plans.

23.9 Planning

The minutes of the Planning Committee meetings held on 11th December 2017 were noted.

The meeting closed at 9.10pm

Date of next Council Meeting: Monday 12th March 2018.