

# CHESHAM BOIS PARISH COUNCIL

## Minutes of the Council Meeting held at The Council Office, Glebe Way, Chesham Bois at 8.00pm on Monday 11<sup>th</sup> February 2019

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**PRESENT:** Cllr C Woolveridge (Chairman), Cllr J Bailey, Cllr D Buckingham, Cllr R Hartley, Cllr D King, Cllr J Large and Cllr C Thomas.

**In Attendance:** Mrs S Payne (Clerk)

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

**34.2 Apologies for Absence.** Cllr J Harbottle, Cllr R Heath and Cllr R Harrison

**34.3 To Receive Declarations of Interest Relating to this Meeting.** None received.

**34.4 To Approve the Minutes of the Council Meeting held on 14<sup>th</sup> January 2019.** The minutes were approved unopposed and signed by the Chairman.

**34.5 To Review Outstanding Actions**

Council reviewed the outstanding issues.

The Transport Working Group would be resent emails from residents regarding traffic in Bois Lane and the Amersham Road cycle path.

**Action: Clerk**

**34.6 To Consider Forming a Parish Centre Redevelopment Working Group and Agree its Terms of Reference.** The role of the working group would be to collate and disseminate information regarding the Parish Centre redevelopment proposals; ensure residents are aware of the proposals; engage with the community to gather views and liaise with St Leonards Church regarding the Parish Council's office requirements in the new centre. **It was resolved that a Parish Redevelopment Working Group be established with Cllr Woolveridge as Chairman and Cllr Bailey, Cllr Large and Cllr Hartley as members.**

**34.7 To Consider Ways in which Information Regarding the Parish Centre Redevelopment can be Communicated to all Chesham Bois Residents.** Council acknowledged the importance of making all Chesham Bois residents aware of the redevelopment proposals. St Leonards Church have agreed to provide content for the next issue of Bois Own on the proposals and consultation dates. It was agreed that the Council would use its website, social media platforms and distribution of posters to inform residents of the proposals and consultation dates.

**Action: PCR WG/Clerk**

**34.8 Clerk's Report & Correspondence.**

The Clerk presented her report.

- a) *Memorial Application:* The proposed memorial designs for plots N813 and N817 were approved.
- b) *Damage to War Memorial Bollard:* A large vehicle knocked over the wooden bollard in front of the War Memorial and Council have been unable to identify the driver of the vehicle. A new slightly larger bollard will be installed within the week.
- c) *New Unitary Council:* BCC have nominated councillors for the new Buckinghamshire Council Shadow Executive. It was noted that CDC and other district councils have decided to seek a judicial review of the decisions taken by the Secretary of State.
- d) *Hollybush Lane Grit Bin:* Amersham Town Council are considering Council's proposal to install a grit bin at the junction of Hollybush lane and Chestnut Lane and pay half the cost.
- e) *Correspondence:* Letter from a North Road resident regarding the proposed redevelopment of the Parish Centre. Council agreed a response to the letter which will be drafted by the Parish Centre Redevelopment Working Group.

**Action: PCR WG**

### 34.9 Finance

- a) The financial reports and analysis for January 2019 were not available and will be presented at the March 2019 Council meeting.
- b) *Payments for approval to 6<sup>th</sup> February 2019:* The Clerk went through the list of payments which were tabled. Council approved the following payments:

	NET	VAT	Amount	Description
Amersham Business Services	£99.76	£19.95	£119.71	Paper/Card
Buckland Landscapes	£852.87	£170.57	£1,023.44	Jan 19 Grounds Maintenance
Chesham Town Council	£160.60	£32.12	£192.72	Supply/Install Wooden Posts on Bois Lane
DCK Beavers	£25.00	£5.00	£30.00	Feb 19 Payroll Administration
Dovedale Design	£200.00		£200.00	Oct-Dec 18 Website hosting & additional work
MacIntyre Trees	£380.00		£380.00	Bois Wood & Reinspect Common Tree Survey
More to Death	£345.00		£345.00	Issue 15 half page Burial Ground Advert
Ridgeway Woodlands	£720.00		£720.00	5-8 Manor Drive Tree work
Mrs S Payne	£17.92		£17.92	2019 Diary/Stamps
HGF Schneider	£2,010.00	£402.00	£2,412.00	Posts & Gate/Installation benches/leaflet holder
SLCC	£60.00	£12.00	£72.00	Managing Local Elections Training
SWARCO	£2,714.01	£542.80	£3,256.81	MVAS
Staff Payroll	£2,128.28		£2,128.28	Feb 19 Payroll
SSE	£526.12	£94.26	£620.38	Dec 18 & Jan 19 Street Lighting Electricity
Utility Warehouse	£36.96	£7.39	£44.35	Dec 18 Tele/Jan 19 Broadband
			<b>£11,562.61</b>	

### 34.10 General Purposes – To Receive Reports from Working Groups

#### a) *Common, Woodlands & Burial Grounds Maintenance Working Groups*

Cllr Thomas' report was noted.

- i. *Woodland Management Plan:* John Morris has submitted the £1000 grant claim to the Forestry Commission.
- ii. *Burial Ground Maintenance:* Fiona Everingham the Wildlife Sites Surveyor for BCC met with the Chiltern Rangers to identify tasks they could assist with.
- iii. *Tenterden Spinney:* Following a recent survey planning permission has been granted to fell two trees. It was noted that a condition of the planning permission was that replacement broadleaf trees are planted in their place as soon as practicable. **Action: Cllr Thomas**
- iv. *Common & Bois Wood:* Following a recent tree survey of Bois Wood and a follow up survey for 4 trees on the Common; 10 trees have been identified as requiring remedial work; 3 of which are of high priority. Planning permission and quotes are being sought where necessary. **Action: Clerk**
- v. *Replacement Seat by the Pond:* Cllr Thomas & Cllr Buckingham met the chainsaw carver his quote included a cost for the use of a crane to position the bench. The working group are investigating if it is possible to reduce this cost.
- vi. *Common Land near Heatherton House School:* At a meeting with the school on 28th January to discuss their proposal to create a forest school resource in the area of Common near the school Cllr Thomas explained the restrictions on the use of fencing and development on Common Land. Given this information the school will review and update their proposals.
- vii. *18 Long Park Easement:* The working group are considering a request from the owner of 18 Long Park for an easement over common land for a proposed new dwelling. They will make their recommendation to Council at the next meeting. **Action: CWBG WG**

**b) Burial Grounds Management**

Cllr Large's report was noted.

- i. *Improving Burial Ground Profile*: The burial ground now has its own Facebook page which is linked to the burial section of the Council's website.

**c) Transport**

Cllr King's report was noted.

- i. *MVAS Signs*: The new MVAS has been received and will be deployed once it has been commissioned. **Action: Cllr King/Clerk**
- ii. *LAF*: The match funded Amersham Road traffic calming scheme is complete.
- iii. **It was resolved that the Devolved Agreement with Bucks County Council be extended for a further year from 1<sup>st</sup> April 2019 with the same level of funding.** **Action: Cllr King/Clerk**
- iv. **It was resolved that the grass cutting and sign cleaning contract at a cost of £3348 continue with the social enterprise scheme, Toolshed.** **Action: Clerk**
- v. *Milton Lawns Street Lights*: Residents on the left-hand side of Milton Lawns were visited by Cllrs King, Hartley and Buckingham to ascertain their views on the proposed new street lighting. 21 houses were canvassed with 12 in favour, 3 against and 6 not at home. **It was resolved that two new street lights be installed in Milton Lawns at a cost of £6016.** **Action: Clerk**
- vi. *Streetlights*: The 2018 street lamp replacements have been delayed due to a problem with the supplier. The street light in Glebe Way is still not working as the source of the power supply has to be established.

**d) Village Community**

Cllr Bailey's report was noted.

- i. *Great British Spring Clean*: **It was resolved to change the date of the Common Litter pick from 2<sup>nd</sup> March to 23<sup>rd</sup> March in order to take part in the Great British Spring Clean.** The Clerk will notify the uniformed groups of the date change. **Action: Clerk**
- ii. *Stanley Parade Litter*: It has been noted that the amount of litter around the parade of shops has increased. The owner of Londis has been regularly emptying the bin when it is full and stacking the bags of rubbish next to it. It was agreed that the bin capacity be reviewed, and more frequent collections be requested. **Action: Clerk**
- iii. **It was resolved to plant a tree with a plaque in memory of recently deceased Anthony Del Tufo in recognition of his considerable contribution to Chesham Bois local history.** His family will be notified. **Action: VC WG**

**34.11 Planning**

The minutes of the Planning Committee meetings held on 10<sup>th</sup> December 2018 were noted.

The meeting closed at 9.25pm

Date of next Council Meeting: Monday 11<sup>th</sup> March 2019.