

CHESHAM BOIS PARISH COUNCIL

Minutes of the Council Meeting held at The Council Office, Glebe Way, Chesham Bois at 8.00pm on Monday 11th June 2018

PRESENT: Cllr C Woolveridge (Chairman), Cllr J Bailey, Cllr D Buckingham, Cllr D Conway Read, Cllr R Harrison, Cllr R Heath, Cllr D King, Cllr J Large and Cllr C Thomas.

In Attendance: Mrs S Payne (Clerk), Cllr G Harris (District Councillor) and one member of the public.

27.1 Questions and Comments from the Public.

Cllr Harris reported that the Chiltern Pools Redevelopment Plan public consultation would begin next week.

The resident from Bois Lane explained that he had been in contact with Bucks County Council regarding the establishment of a parking permit scheme in Bois Lane as parking for the residents of Bois Lane was becoming increasingly difficult. Cllr King explained that if a parking scheme were implemented there would be cost implications for Bois Lane residents. It was agreed that the residents would consider the potential cost implications and should they still wish to proceed would contact the Parish Council.

Council agreed that increased parking by commuters within Chesham Bois was becoming a safety issue with cars blocking sightlines at junctions. Cllr King would contact the Transport for Bucks Local Area Technician regarding the possibility of having double yellow lines in areas of concern.

Councillors were asked to inform Cllr King know of areas they were aware of. **Action: Cllr King/All**

8.25pm Resident left the meeting

27.2 Apologies for Absence. Noted from Cllr J Harbottle and Cllr R Hartley.

27.3 To Receive Declarations of Interest Relating to this Meeting. None were received.

27.4 To Approve Minutes of Council Meeting held on 14th May 2018. The minutes were unavailable this action will be deferred to the next Council Meeting. **Action: Clerk**

27.5 Chairman's Report.

Cllr Woolveridge's report was noted.

a) *Annual Parish Meeting:* Council thanked Alison Bailey for her interesting presentation on local suffragettes.

b) *Fete:* Cllr Woolveridge asked each Councillor what they liked best about the fete and also what they felt could be improved. Cllr Bailey noted the responses which will be discussed by the Village Community Working Group. **Action: Cllr Bailey**

27.6 Clerk's Report & Correspondence

The Clerk presented her report

a) *Damaged Memorial:* Three quotes had been obtained for the replacement of the memorial damaged by the fallen tree in the original formal burial ground in December 2017. Council's insurers state that Council's cover does not provide for the replacement of the memorial stone.

It was resolved that £1106 be paid from the Burial Reserves to replace the damaged memorial.

Action: Clerk

- b) *Litter Picking*: A resident from The Leys borrowed Council's litter pickers to carry out a litter pick of the local footpaths. The 2nd Chesham Bois Brownies also used the litter pickers to carry out a litter pick of the Common.
- c) *Correspondence*: Buckingham County Council circulated an email announcing that they have decided to end the Mobile Library Service. The service will cease on 31st May 2018.
- d) *Correspondence*: A resident emailed to request that the overhanging trees along the Amersham Road cycle path between North Road and Great Bois Wood be cut back. This was carried out by Cllr Thomas and Cllr King.

8.50pm Cllr Harris left the meeting

27.7 To Approve the Updated Standing Orders. Councillors had been sent the updated Standing Orders prior to the meeting. **It was resolved to approve the Standing Orders.** The Clerk will circulate a copy to all Councillors. **Action: Clerk**

27.8 To Consider a Resident's Request to Support an Application for a Parking Permit Scheme for Bois Lane. Following the presentation by the resident of Bois Lane in minute 27.1 Council would consider supporting the scheme if the residents of Bois Lane wished to proceed once they had discussed the cost implications.

27.9 Finance

a) The financial reports for the May 2018 were noted.

b) Payments for approval to 6th June 2018: Council approved the following payments.

	NET	VAT	Amount	Description
Amersham Business Svs	£36.40	£7.28	£43.68	A4 Paper
BounceKrazee	£170.00		£170.00	Fete 18: Bouncy Slide
Buckland Landscapes	£852.87	£170.57	£1,023.44	May 18 Grounds Maintenance
Ms S Grice	£10.00		£10.00	Fete 18: Refund of stall holders fee
Miss E Large	£25.00		£25.00	Fete 18: Toilet Cleaning
Miss Z Large	£25.00		£25.00	Fete 18: Toilet Cleaning
Natural Death Centre	£120.00		£120.00	Membership to Assoc of Natural Burials
Printerland.co.uk	£370.56	£74.11	£444.67	3 colour toners for printer
Redbox Services Ltd	£46.58	£9.32	£55.90	Annual Testing of Fire Extinguishers
Ridgeway Woodlands	£210.00		£210.00	Fete 18 tree survey/common tree work
Solace Band	£350.00		£350.00	Fete 18: Band
Southern Electric	£229.30	£42.52	£271.82	May 18 Streetlight Electricity
Toolshed	£378.25	£75.65	£453.90	May 18 Grass Verge Cutting
Cllr C Woolveridge	£48.24		£48.24	Annual Parish Meeting Refreshments
Utility Warehouse	£32.68	£6.53	£39.21	April 18 Office Phone and Broadband
Staff Salaries & Pensions	£1,945.32		£1,945.32	June 18 Salaries, Adjustments & Pensions
			£5,236.18	

27.10 General Purposes – To Receive Reports from Working Groups

a) *Common, Woodlands & Burial Grounds Maintenance*

Cllr Thomas' report was noted.

- i. *Burial Ground Maintenance*: Quotes have been obtained for painting the chapel ceiling and the removal of the graffiti on the burial ground shed.

Prior to the Burial Ground Open Day on 8th September, Councillors are asked to form a working party to do some weeding and general tidying of the ground. **Action: All**

- ii. *Procedure for the use of Council's open spaces by organised groups:* In line with other local councils it was proposed that a nominal annual charge of between £5 and £25 be imposed on organised groups wishing to use Tenterden Spinney, Bois Wood or the field adjacent to the burial ground. Organised groups would be required to complete an application form and provide their public liability and health and safety documentation for consideration. This would allow Council to withdraw permission if any conditions of use were breached. It was noted that Common Land would not be included as it covered by different regulations and bylaws.

It was resolved to impose an annual charge of £20 to organised groups wishing to use Tenterden Spinney, Bois Wood or the field adjacent to the burial ground. Action: Clerk

b) Burial Grounds Management

Cllr Large's report was noted.

- i. *Marketing Plan:* A contractor has been appointed and a draft of the burial ground brochure was presented to Council.
- ii. *Improving the Burial Ground Profile:* The Burial Ground Open Day will take place on Saturday 8th September 2018 and will include a Service of Reflection and Remembrance and guided walks sharing the history of some of the notable people buried in the ground. Councillors are to inform Cllr Large if they are available to help at the event or with the preparations leading up to the event. Action: All

c) Transport

Cllr King presented his report which was noted.

- i. *MVAS Signs & Speeding:* The newly purchased MVAS has been positioned on North Road.
- ii. *LAF:* The new path through Tenterden Spinney has been completed, there are concerns that some areas of the path are prone to puddling. Councillors are asked to inform Cllr King of the exact location of the puddling so that the contractor can be informed. Action: Cllr King/All
- iii. *Street Lighting:* 33% of Milton Lawns residents responded to the letter asking for their views on additional lighting. Of the 19 responses received, 12 were in favour of additional lighting, 5 were against and two expressed neutral views. It was agreed that Cllr King would write to all Milton Lawn residents with the results of the survey and inform them that a proposal, site plan and budget will be prepared and circulated to them for their comment. Action: Cllr King

d) Village Community

Cllr Bailey presented his report which was noted.

- i. *Fete:* It was agreed that the fete had been an excellent community event and feedback had been very positive. Letters of thanks will be sent out.
- ii. *Picnic on the Common:* The working group will be meeting to discuss which band to book and advertising.

e) Communications

Cllr Buckingham presented his report which was noted.

- i. *Fete:* This event had been widely publicised both on social media, the council website and with posters displayed around the parish.
- ii. *Volunteers:* It was agreed that the use of volunteers to help at events be discussed at the next Council meeting. Action: Cllr Buckingham/Clerk
- iii. *Email contact with residents:* Cllr Buckingham asked Councillors to consider ways in which contact with residents could be increased. Action: Cllr Buckingham/All

27.11 Planning

The minutes of the Planning Committee meetings held on 9th April 2018 were noted.