

Chairman's Report 9/07/2018

Following the Fete, I think we are all pleased that it has been a quieter month although a great deal of work has been done by the Burial Grounds Management Working group to produce the new brochure. Could all Councillors make every effort to join them on 8th September for the Burial Ground Open Day and if anyone is around at the end of August to help tidying up the area I am sure it would be much appreciated.

Prior to this is the Picnic on the Common on 14th July which was so well received last year – I am sorry that I will be unable to attend but am sure that it will be a great success.

SUMMER OFFICE COVER

As flagged in the agenda, Sam will be away on leave from 6th to 17th August. I am happy to have the phone forwarded to me but would appreciate knowing which Councillors will be available should it be necessary.

Many thanks

Cathy Woolveridge

Chairman

Chesham Bois Parish Council

Council Meeting 9th July 2018

Clerk's Report & Correspondence

GDPR Training for Councillors

Bucks & Milton Keynes Association of Local Councils (BMKALC) are running their first GDPR training session for smaller councils on Tuesday 25th September between 6.30pm and 8.30pm in Aylesbury.

All councillors should attend GDPR training to gain an appreciation of the impact of GDPR on councils, councillors and employees and the need for data management to become an integral part of all operations. This is the first session organised by BMKALC who will be running others later in the year.

Burial Ground Memorial Damage Update

It was reported to Council at the June 2018 Council meeting that Council's insurers would not cover the cost of replacing the damaged memorial. However, since then, as there has not been an inspection of the trees bordering the formal burial grounds for some time, Council are liable under the public liability section of the insurance policy. The insurers have agreed to cover the quote of £1106 for the replacement memorial, less £250 excess.

A tree inspection of the burial ground trees is being organised.

Internal Auditor's Year End Observations.

The five observations and recommendations made following the internal audit in April 2018 have now been addressed.

Use of Open Spaces Permits

Permit application forms have been sent to the current regular users of Tenterden Spinney and one prospective user.

Manor Drive Trees

A resident of Manor Drive has contacted Council regarding a fallen branch which has damaged his fence. Details are being taken, the tree inspected and insurers notified.

Correspondence

- Email from Our Lady's School who have purchased a defibrillator which if they fit outside the school gates for the community to use will need to be in a heated cabinet. They are asking Council if they would fund this additional cost. A response has been sent asking for the additional cost figure and details on who would maintain the defibrillator.
- Email from a resident asking Council install wooden posts on the grass verge near the shops. This has been passed to the Transport Working Group for consideration.
- Email from the residents of the properties along the track off North Road, near the pavilion, asking to meet with a councillor to discuss the damage caused to the track by refuse collectors and the materials that can be used to resurface the track. This has been passed to Cllr Thomas for who will arrange a meeting.
- Email from a Bois Lane resident requesting further information on the Woodland Management Plan. This has been passed to Cllr Thomas for who will arrange a meeting.
- Email from a resident of The Ridings regarding cutting back some of the Tenterden Spinney trees overhanging the property. This has been passed to Cllr Thomas for who will arrange a meeting.

2018 INSURANCE COMPARISON Renewal Date 14th July 2018

	Insurer A	Insurer B	Insurer C
Premium	£1603.56 [3yr £1403.12]	£1646 Includes* [3yr £1566.39*]	[3yr £1280.53]
Public Liability	£12m	£10m	£10m
Employers Liability	£10m	£10m	£10m
Fidelity Guarantee	£250,000	£150,000	£250,000
Officials Indemnity	£12m	£500,000	£500,00
Libel and Slander	£250,000	£500,000	£250,000
Personal Accident	£100,000	£100,000	£100,000 death
Disablement	£200pw Cllrs/ volunteers £500pw Clerk for up 104 weeks	£500pw up to 104 weeks	£200pw up to 104 weeks Disablement
Data Protection		£250,000	£1m
Legal Expenses	£200,000	£500,000	250,000
Excess	£100 to £250	£250 on all claims	£125 to £250
Other charges		*Includes £50 admin fee	

Council Meeting 9 July 2018

Burial Grounds Management Working Group Report

Progress Against Defined Tasks

Ongoing Task for Working Group	Details of Latest Progress
Establishing a marketing plan for the Burial Ground	<p>Full Council in November 2017 agreed an additional budget in 2018-19 to develop a new marketing and advertising strategy.</p> <p>The Working Group has approved the final artwork for a brochure, which has been sent for printing. This includes a new bespoke location and site map, which will also be available on the website.</p> <p>The next phase of the project is for our contractor to produce various advert formats for Working Group approval. She will also propose how the Burial Ground section of the website will be updated consistent with the new brochure and ensuring SEO (search engine optimisation). Project completion scheduled for mid-July.</p>
Improving Burial Ground Profile	<p>Working Group will continue develop activity to increase the profile of the Burial Grounds.</p> <p>There will be a Burial Ground Open Day on 8 September 2018. It will include a Service of Reflection and Remembrance officiated by Peter Flory of St Leonard's church, together with guided walks sharing the history of some of the notable people buried in the grounds (Alison Bailey) and with descriptions of the local wildlife and the bees (Cllr Woolveridge). All Councillors are invited to attend the Open Day, and any help and support for the preparations as well as on the day would be welcome.</p> <p>To support both photos for the marketing exercise and our forthcoming open day, Cllr Woolveridge has replanted the Garden of Remembrance with lavender, as well as improving the soil and mulching to improve overall appearance. Cllr Thomas and the Clerk have managed the installation of a new bench halfway up the burial ground, had the chapel ceiling and handrail repainted, light fittings cleaned, and graffiti on the beekeeper's hut painted out, and have arranged an appropriate schedule for the next grounds maintenance visit before Open Day.</p> <p>The Clerk has commissioned a new sign to be installed by the traffic lights on the railway bridge from Manor Signs. She has also arranged for the off-putting sign relating to vehicle restrictions to be moved.</p> <p>Cllr Large has provided Cllr Buckingham with appropriate paragraphs to submit to Your Amersham magazine. Further coverage in social media, as well as local posters (for which councillors are thanked in advance for putting up), and a flyer drop for Bois Moor Road/Waterside are planned.</p>

	Working Group has asked the Clerk to investigate assigning a unique postcode to the burial ground. Its location is already searchable on Google Maps.
Updating electronic database to reflect best practice and to enable smooth link with data from the digital mapping of the burial ground. Eventually this will enable some information to be searchable by the general public online.	<p>Clerk working through identified anomalies.</p> <p>Clerk will commission Pear to create accurate map of Woodland Burial Ground. Pear made an initial map of the New Formal grounds on 8th February, over which a grid with plots will be laid to construct a full map. The budget for this work has been rolled forward to the current financial year, and it is expected to be completed this quarter.</p> <p>Summary maps of the Grounds will be available on the public noticeboard once installed, in line with best practice.</p>
Agreeing a new numbering system for the New Formal and Woodland Burial Grounds to fit more logically with the database, and make it easier for future plots to be identified, sold and managed.	<p>Agreed by Full Council in November 2017</p> <p>Clerk will reissue grants for those plots in Original Formal(2), New Formal(14) and Woodland Burial Ground (82) that are affected. Position of ashes caskets within plots will be uniquely identified by a lettering system agreed and will be reflected in the records and admin system going forward.</p>
Preparation of celebration of centenary of Burial Grounds in 2024.	Working Group in February 2018 noted the centenary and discussed various ideas for future work. Further detailed work can be taken forward after the initial marketing exercise is complete.

Other Items

Cllr Large met local Funeral Directors on 21st June to share the emerging artwork and text of the new brochure with them. They confirmed that the brochure was a good and accurate reflection of the services offered by the Burial Ground, felt the information offered was exactly what they would want for their clients, and were impressed by the stunning photography which shows off our “hidden gem”. They confirmed that they would be happy to stock the brochure and distribute to clients.

Cllr Large and Alison Bailey are taking forward research on some of the notable “residents” of the burial ground to develop a practical walking route through the grounds to tell their stories. Cllr Large is working on the first draft of a brochure to share with those Open Day visitors who are unable to join the walking tour.

Cllr Large will be meeting Peter Flory of St Leonards church next week to develop plans for the Service of Reflection and Remembrance and draw up an Order of Service.

Action for Council

Councillors are invited to note the progress against objectives made.

Councillors are asked to note the date of 8th September 2018, particularly as this date falls before the next full Council meeting.

All Councillors are requested to indicate their availability to support the Burial Ground Open Day to the Clerk if they have not already done so. This includes (a) being part of the tidy-up team in the week before the Open day as requested by Cllr Thomas at the last Council meeting and (b) being available on the morning of the Open Day to help erect the Gazebo and prepare the Chapel for the service and local history exhibition and tours.

Jane Large
July 2018

Transport Working Group Report for 9 July 2018 Council Meeting

Portable Speed Sign (MVAS)

We have 4 MVAS signs operational in the parish as detailed below:

MVAS 1 was relocated to Holloway Lane from North Road on Friday 12 January 2018.

MVAS 2 was relocated to Copperkins Lane at the junction of Deep Acres on Friday 12 January 2018.

MVAS 3 remains located on the Amersham Road outside the Beacon school facing Chesham.

MVAS 4 was located in North Road during the last week of May.

Detailed below is a summary of the data from each MVAS which was downloaded on 6 July 2018.

In Holloway Lane there is a 92.9% compliance with speeds below 35mph and the sign has monitored vehicle movements in both directions during the past 119 days. 98.7% of vehicles travelled at speeds less than 40 mph. 1539 vehicles recorded speeds of more than 40 mph with 3 recording 60 to 64 mph.

Compliance in Copperkins with speeds below 35 mph is low at just 79.9%. 93.9% of vehicles recorded speeds below 40 mph. 11,194 vehicles recorded speeds in excess of 40 mph with the highest recorded being between 85 to 89 mph.

Compliance on Amersham Road with speeds below 35 mph is 91% with 97.6% of all vehicles recording speeds below 40 mph. 17,476 (2.4%) vehicles recorded speeds in excess of 40 mph with the highest recorded being 85 to 89 mph.

I intend to relocate the sign in North Road as there is a compliance level of 98.6% with speeds below 35mph.

Between 9 March and 6 July we monitored 1,061,403 vehicles using the roads in Chesham Bois. 89.5% of all vehicles complied with speeds below 35 mph which means that 111,495 vehicles exceeded the speed limit.

I will report these numbers to the police but have so far been unable to get them to commit to any enforcement activity in our parish.

MVAS 1 Holloway Lane 9 March to 6 July 2018				MVAS 2 Copperkins Lane 9 March to 6 July 2018			
119 Day monitoring period & 80 days data				119 Day monitoring period & 102 days data			
		Number of Movements				Number of Movements	
5 - 9 mph		844	0.80%	5 - 9 mph		4,215	2.30%
10 - 14 mph		1,287	1.20%	10 - 14 mph		4,019	2.20%
15 - 19 mph		6,129	5.70%	15 - 19 mph		6,041	3.30%
20 - 24 mph		20,677	19.10%	20 - 24 mph		12,952	7.00%
25 - 29 mph		45,661	42.10%	25 - 29 mph		61,101	33.20%
30 - 34 mph		26,114	24.10%	30 - 34 mph		58,498	31.80%
35 - 39 mph		6,205	5.70%	35 - 39 mph		25,855	14.10%
40 - 44 mph		1,221	1.10%	40 - 44 mph		8,282	4.50%
45 - 49 mph		255	0.20%	45 - 49 mph		2,145	1.20%
50 - 54 mph		51	0.00%	50 - 54 mph		563	0.30%
55 - 59 mph		9	0.00%	55 - 59 mph		146	0.10%
60 - 64 mph		3	0.00%	60 - 64 mph		37	0.00%
65 - 69 mph		-	0.00%	65 - 69 mph		10	0.00%
70 - 74 mph		-	0.00%	70 - 74 mph		9	0.00%
75 - 79 mph		-	0.00%	75 - 79 mph		1	0.00%
80 - 84 mph		-	0.00%	80 - 84 mph		-	0.00%
85 - 89 mph		-	0.00%	85 - 89 mph		1	0.00%
Total Movements		108,456	100.00%	Total Movements		183,875	100.00%

MVAS 3 Facing Chesham 9 March 2018 to 6 July 2018				MVAS 4 North Road 2 June to 6 July 2018		
119 Day monitoring period & 75 days data				34 Day monitoring period & 33 days data		
	Number of Movements				Number of Movements	
5 - 9 mph	21,114		2.90%	5 - 9 mph	221	0.60%
10 - 14 mph	22,382		3.10%	10 - 14 mph	1,529	4.00%
15 - 19 mph	41,990		5.70%	15 - 19 mph	4,577	12.00%
20 - 24 mph	123,005		16.80%	20 - 24 mph	12,866	33.70%
25 - 29 mph	292,031		40.00%	25 - 29 mph	14,718	38.60%
30 - 34 mph	164,445		22.50%	30 - 34 mph	3,714	9.70%
35 - 39 mph	48,482		6.60%	35 - 39 mph	452	1.20%
40 - 44 mph	12,449		1.70%	40 - 44 mph	61	0.20%
45 - 49 mph	3,387		0.50%	45 - 49 mph	9	0.00%
50 - 54 mph	1,041		0.10%	50 - 54 mph	-	0.00%
55 - 59 mph	368		0.10%	55 - 59 mph	-	0.00%
60 - 64 mph	151		0.00%	60 - 64 mph	-	0.00%
65 - 69 mph	46		0.00%	65 - 69 mph	-	0.00%
70 - 74 mph	18		0.00%	70 - 74 mph	-	0.00%
75 - 79 mph	11		0.00%	75 - 79 mph	-	0.00%
80 - 84 mph	3		0.00%	80 - 84 mph	-	0.00%
85 - 89 mph	2		0.00%	85 - 89 mph	-	0.00%
Total Movements	730,925		100.00%	Total Movements	38,147	100.00%

LAF

The date of the next meeting is Wednesday 11 July and I circulated details of the meeting on Friday 6 July. Please let me know if you have any comments or issues you would like me to raise.

The LAF/CBPC funded traffic calming proposal for Amersham Road is on the works schedules but no date has been set for the work to commence.

TfB Stakeholder Conference

I attended the annual conference on Wednesday 4 July in Aylesbury along with more than 100 representatives from other parish councils. The day was informative and well-structured; they used a 'Market Stall' format to provide one to one access to TfB service provider teams along with formal presentations and moderated workshops. I also signed up to be a member of the TfB Transport Focus Group and attended my first session on Wednesday afternoon.

I will provide a brief verbal summary of the day at the meeting.

Street Lighting

I am yet to write to the residents of Milton Lawns as agreed at the last meeting.

Devolution

Mark Averill, Head of Highways for TfB, wrote to us on the 25 June to advise that the financial outlook for the County Council is not good in terms of its revenue settlement from Government. He did confirm however that the allocation for devolved services has not been removed or reduced. BCC are therefore able to offer CBPC a further 4 years of devolved service delivery.

We currently receive £2,734.82 from BCC and our expenditure in the last financial year was £3,475. Future funding will continue at current levels.

The Transport Working Group recommends CBPC enter into a further 4 year agreement with BCC.

The Council is requested to resolve to enter into a further 4 years' service delivery agreement with BCC for devolved services.

Bois Lane Residents

A resident attended our meeting last month to discuss a residents parking scheme and speeding in Bois Lane.

With regards to the residents parking scheme, I have established that a recent scheme for 12 houses in School Lane in Old Amersham, was costed at £12,700 to set up with an ongoing permit cost of between £50 and £90 pa. I have confirmed that BCC and LAF will not fund such schemes and I assume CBPC will not either. The residents can of course fund the scheme if they so wish.

Speeding in Bois Lane, when last measured, during the period September to November 2016 confirmed a 98.2% compliance with speeds below 34 mph.

If we compare data collected throughout the parish with Bois Lane data, the speeding problem is relatively low. We do unfortunately have a number of irresponsible motorists that use our roads but they are in the minority in Bois Lane. Perception is not reality!

I will position an MVAS in Bois Lane this month and update the data.

I will also arrange a member of the BCC parking team to visit Chesham Bois to provide advice regarding the residents parking scheme and adding yellow lines to busy junctions.

Village Community Report for 9th July 2018 Meeting

To note that the July picnic will go ahead on the 14th July. Our working group will be responsible for the electric supply and putting up the PC gazebo – dependent on weather conditions. Toilets have been ordered and bins will be put in place. Please continue to share details on social media.

I have been approached on several occasions by CB residents who live on the other side of Chesham Road and they say that they do not feel part of Chesham Bois. Can Council consider ideas on how to engage residents on this side of Chesham Bois

John Bailey