

Chairman's Report 10/12/2018

Little to report this month other than an informative meeting with David Clare and the architect appointed by the Church to work on the redevelopment – they propose to attend our January meeting so that the presentation can be made to the whole Council in order for us to consider what further needs we may have as user of the Parish Centre and what steps, if any, that the Council could take to facilitate such a development.

Further information can be found via the link below:

<https://www.stleonardscb.org.uk/parishcentreredevelopment>

The Christmas Lights event takes place tomorrow, 7th Dec 2017 at 4pm, and I would ask all of you able to support in any way to contact John, as your support would be greatly appreciated.

As always, I would like to thank all of our Councillors and Sam for all of their work on behalf of the Council over the past year and I wish everyone a very Happy Christmas and all the best for the New Year.

Thanks

Cathy Woolveridge,

Chair

Chesham Bois Parish Council

Council Meeting 10th December 2018

Clerk's Report & Correspondence

Office Closure over Christmas

I will be on leave from 20th December until 3rd January 2019 (inclusive). A notice on the Office door and on the answerphone will inform residents that they should contact the Sexton with regards to burials and should the matter be urgent they should contact the emergency 0800 number.

Action: Council to agree who will manage the 0800 calls during this time.

Clerk Training

I will be attending a SLCC Health & Safety and Wellbeing Course on the 12th December and am booked to take part in a SLCC webinar in February on how to manage elections. .

Expired Sub-station Leases.

I will update you on this matter on Monday, as UK Power Networks have said they will provide me with information on this matter by then.

Correspondence

- Email from a resident complaining about the traffic in Bois Lane during school drop off times. This has been forwarded to the Transport WG for their consideration.
- Email from a resident complaining about the state of the cycle path along Amersham Road. This has been forwarded to the Transport WG for their consideration.
- Email from a resident complaining about a constant high pitch sound heard by residents of St Leonards Close and Hollow Way Lane. This was reported to the Environmental Section of CDC and the noise was sourced to the Thames Water Sewage Treatment Works in Latimer road. Thames Water repositioned the mechanical plant which is believed to be the source of the noise. The residents have been informed.
- Letter from The Royal British Legion thanking the Parish Council for helping with the Remembrance Parade. They have received many comments from people saying how well organised the parade was.
- Email from Cllr Martin Tett regarding the setting up of the new Unitary Council. (forwarded to Council).
- Email from a resident complaining about the state of the Common and Track following Treework adjacent to 1 Manor Drive. This has been forwarded to the CWBGM WG for their consideration.

PAYMENTS	NET	VAT	Amount		
Buckland Landscapes	£852.87	£170.57	£1,023.44	Nov 18 Grounds Maintenance	
Clearwater Pond Management	£495.00	£99.00	£594.00	Pond Maintenance Nov 18	
DCK Beavers	£25.00	£5.00	£30.00	Nov 18 Payroll Administration	
CPRE	£36.00		£36.00	Annual Subscription	
DP GREEN	£2,765.00	£553.00	£3,318.00	Manor Drive & Great Bois Wood Treework	
HMRC	£1,616.36		£1,616.36	Qtr 3 NI/PAYE	
Cllr D King	£15.50		£15.50	TfB Meeting mileage/parking	
The Log Depot	£597.00	£119.40	£716.40	Rustic Bench for Wooldand Burial Ground	
MacIntyre Trees	£450.00		£450.00	Tenterden Spinney Tree Survey	
Mrs S Payne	£145.11		£145.11	Toner/Leaflet Dispenser/Xmas Light Refreshments	
Printerland	£333.70	£66.74	£400.44	Magenta/Yellow Toner	
Quest Electrical	£238.87	£47.77	£286.64	Heating Elements for Chapel	Paid 28/11/18
Ridgeway Woodlands	£530.00		£530.00	Treework 127 Chestnut Lane/Storm Damaged Oak	
The Sign Maker	£137.85		£137.85	Martyr's sign	
SMILE Publishing	£535.00	£107.00	£642.00	BG Advertising in Local Hospitals' Patients/Visitors Handbook	
Staff Salaries			£1,670.11	Dec 18 Salaries	
Bucks County Council			£458.07	Dec 18 Pension Contributions	
SSE	£39.92	£1.99	£41.91	Q3 Electricity to Burial Ground	
SSE	£8.24	£1.64	£9.88	Oct 18 Street Lighting Electricity	
SSE	£277.97	£50.02	£327.99	Nov 18 Street Lighting Electricity	
Utility Warehouse	£37.35	£7.47	£44.82	Oct 18 Telephone/Nov 11 Broadband	
Your Amersham	£351.00		£351.00	3 BG Adverts in Your Amersham Nov-Jan 19	
Your Chesham	£354.00		£354.00	3 BG Adverts in Your Chesham Nov-Jan 19	
			£12,176.08		
RECEIPTS					
Non-Resident			£800.00	Plot 1701	
Non-Resident			£800.00	Plot L693	
Non-Resident			£1,500.00	Plot/Interment K596	
Non-Resident			£1,500.00	Plot/Interment W229	
Non-Resident			£1,600.00	Plot W57 & W58	
Resident			£533.00	Plot T1307	
Resident			£200.00	Memorial P957	
Non Resident			£600.00	Plot Y1631a	
Non Resident			£850.00	Plot/Interment P958	
Mark Scott Construction			£600.00	Parking Licence South Road 11 June to 10 Oct 18	
NS&I Savings			£98.57	Oct 18 interest	
			£9,081.57		

Common, Woodlands & Burial Ground Maintenance Working Group Report 6th Dec 2018

1. Management Plan for the Common and Woodlands

Still no progress to report

2. Burial Ground Maintenance

Council are asked to approve the purchase of a rustic seat, shown below, at a cost of £499 plus delivery of £98, for placement at the top of the woodland burial ground.



3. Common Maintenance

The tree safety survey of Tenterden Spinney has taken place and has identified 2 trees for immediate removal plus a number of others to be monitored.

Three trees on the Common adjacent to 1, Manor Drive have been felled; a pile of large logs will be left in the wood. A complaint has been received about this operation. Two dead cherry trees on the Common by Great Bois Wood have also been felled and we have permission now to fell a group of 3 leaning trees at the other end of Manor Drive.

Council are asked to decide what type of replacement seat should be placed by the pond in place of the vandalised log seat that is currently there. I believe it would be difficult to justify paying £2000-£2500 on the “wave” bench shown below when other suitable seating such as the rustic bench we are buying for the Burial Ground (above) are so much cheaper. Indeed, the “wave” bench may be too clean looking for the setting by the pond where something more natural may tone in with surroundings better. Some alternative suggestions:



Wave bench



Council Meeting 10 December 2018

Burial Grounds Management Working Group Report

Progress Against Defined Objectives

Objective for Working Group	Details of Latest Progress
Implementation of the Marketing plan for the Burial Ground	<p>Nearing Completion A new brochure has been produced with an initial print run of 500 copies. Various advert formats, consistent with the brochure style, have been provided for use both in electronic and printed media.</p> <p>The Burial Ground section of the website has been updated with support from our IT consultant consistent with the new brochure and ensuring SEO (search engine optimisation). This work is nearing completion, with only the BG branding, some photos and a link to the pdf brochure download to add.</p>
Improving Burial Ground Profile	<p>Ongoing The new Burial Ground advert has been placed for a further 3 consecutive months with Your Amersham and Your Chesham magazines, given early sales generation and other leads. The Clerk will be asking BG clients where they heard about CBBG to try to evaluate the impact of the new marketing.</p> <p>The leaflet produced to support the Open Day tours had been welcomed and praised. Cllr Large has adapted this to standalone Visitor Guide to the Burial Ground, to be made available in paper photocopied leaflet form freely from a box near the gate. A box has been sourced and is ready for installation.</p> <p>Work on a Village Walk which includes the Burial Ground is now being rolled into the wider initiative taken forward by the Village Community WG. Cllr Large and Cllr Thomas will be involved with this WG.</p>
Evaluating impact of advertising and marketing initiatives to inform future decisions	<p>Ongoing In November there were 3 burials (1 Woodland) all of whom had local connections to the area although all were outside the parish. Additional plots next to those buried were reserved in two of the cases. A further 3 Woodland Plots were reserved, one having found us via the ANBG website, and other via OBG website.</p>
Developing plans for future Burial Ground events	<p>Ongoing Working Group concluded that the Open Day had been very worthwhile as it had promoted the profile of the burial ground, received positive feedback, introduced new visitors to the site, and resulted in several plot sales.</p> <p>Work will be taken forward to:</p> <ul style="list-style-type: none"> • Repeat the Remembrance Service together with Family History/BG queries information point for Heritage Day. • Continue the collaboration with Alison Bailey at Amersham Museum. • Develop a Meadow event – perhaps alongside the Beating of the Bounds walk which features the wildflowers of the Meadow at their best and show off grounds as a community amenity. As part of this, the Clerk is contacting the BCC wildlife team to see if a

	<p>mammal survey can be conducted to complement the flora and insect survey.</p> <p>This item will also include longer term planning for the Burial Ground centenary in 2024, as plans develop.</p>
<p>Improving Burial Ground as Community amenity</p>	<p>Ongoing Working Group has identified a variety of possible developments over time, which would raise the profile of the Burial Ground more generally. Latest progress is as follows:</p> <ul style="list-style-type: none"> • Clerk has registered BG details with Lavish Locations; the details are not yet live, but will allow the BG to be searchable by location scouts once they are. • Councillor Woolveridge has confirmed with Tiggywinkles that there is currently no need for additional hedgehog release sites in the County. • Offering the Chapel as a possible wedding venue. WG has requested Cllr Large to approach local wedding planners to discuss this further.
<p>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>	<p>Ongoing Clerk working through identified anomalies. Cllr Large has identified a list of anomalies between the map and digital record of the Original Formal burial ground.</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. Clerk is chasing Pear for completion.</p> <p>Summary maps of the Grounds will be available on the public noticeboard once installed, in line with best practice.</p>
<p>Implementing 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>	<p>Agreed by Full Council in November 2017</p> <p>Implementation Ongoing 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>
<p>Improving the Site Amenities (requiring collaboration with CWBGMWG)</p>	<p>Ongoing Working Group identified the following items to take forward:</p> <ul style="list-style-type: none"> • Electrical safety check of Chapel – an initial check has been made, which will be completed when the heating elements are available to fit. • Infill of unsafe Memorials (taken forward by CWMWG) • Replacement of any lavender required and topdressing of Garden of Remembrance this financial year • Rustic seating for Woodland Burial Ground (and current seating to replace broken seat in New Formal) this financial year (taken forward by CWMWG) • Develop plans to improve planting and seating near entrance/toilet/Chapel area

Other Items

The Working Group has been approached by the Beautiful Burial Grounds project (a lottery funded organisation), which aims to support Burial Grounds to evaluate and improve bio-diversity, and which can support talks for the public on this subject. Cllr Large will take forward work with them to see how they might best be able to collaborate with CBBG, and whether there is any readacross to the Meadow event being planned for May/June.

Action for Council

Councillors are invited to note the progress against objectives made.

Jane Large
December 2018

Transport Working Group Report for 10 December 2018 Council Meeting

Mobile Vehicle Activated Sign (MVAS)

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

MVAS 1 was relocated from Bois Lane at the junction of North Road to Bois Lane near the Church on Friday 30 November

MVAS 2 remains located in Copperkins Lane at the junction of Deep Acres. This sign currently has a fault and requires a maintenance visit from Swarco.

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

MVAS 4 remains located on the Amersham Road outside the Beacon school facing Amersham.

Disappointingly no speed data has been downloaded in time to be included in this report.

LAF

The LAF/CBPC funded traffic calming proposal for Amersham Road commenced on Wednesday 5 December.

I circulated the minutes on 30 November of the LAF meeting held on 14 November.

Street Lighting

A letter to all residents of Milton Lawns was delivered detailing the proposal to install two new street lights and requesting feedback. As reported at the last meeting we received 12 responses with 9 in favour and 3 against. Following the meeting we received a further 3 positive responses giving an overall total of 12 for and 3 against. As agreed, I will arrange for the residents on the left hand side of Milton Lawns impacted by the installation of new street lighting to be visited by a councillor to ascertain residents views before making a final recommendation to Council.

2018 street lamp replacements have been ordered by Sparkx but not yet received. It's hoped that the new lamps will arrive by the end of November for installation during December. I have chased Sparkx but still no installation date

Sparkx have not yet been successful in gaining access to the vicarage in order to carry out repairs to the street lamp in Glebe Way despite our discussions with the vicar and a member of his team. The power supply to this street light runs from the vicarage. I have chased Sparkx again.

General

The following locations have been identified for the siting of additional salt bins subject to funding being available. They are:

- The junction of Holloway Lane and Bois Lane
- The junction of Bois Lane and Woodside Avenue
- The verge between Pioneer Hall and Chesham Bois School
- Hollybush Lane (subject to shared funding with Amersham)

The sites were subsequently surveyed by Sam and our LAT and the following 2 locations were deemed to be appropriate for the siting of new salt bins.

- The verge between Pioneer Hall and Chesham Bois School
- Outside 33 Woodside Avenue.

Council is requested to approve expenditure of £900 for the purchase of 2 new salt bins which will be sourced via BCC.

I attended a TfB steering group session and Local Councils liaison meeting on 28 November in Aylesbury. The main agenda items for the liaison meeting were:-

- BCC budget and Unitary next steps including Town and Parish Council engagement.
- Parking enforcement pilot

I will circulate the minutes as and when they are issued.

The headlines were:

BCC has delivered £100m of savings during the past 5 years with £30m more by 2020.

Health and Wellbeing account for 40.6% of the budget compared to 34.7% 5 years ago.

Child welfare accounts for 22.5% of the budget compared to 12.6% 5 years ago.

Elections for the Unitary Authority will be in May 2020 and it is likely the Parish and Town Council elections will be deferred but it is a decision for the Sec of State.

It is the intention to continue with devolution because it has been very successful.

It is intended to have 5 planning areas including a new one for Buckingham.

£4.6m additional funding has been received to repair pot holes in the current year.

It was confirmed that parking within 15m of a junction is an offence and can be reported to the police as is parking on the pavement or a verge.

The parking enforcement pilot includes an initiative near schools and copy of the proposed leaflets is attached. Five new enforcement officers are being recruited as part of the pilot scheme.

Cllr David King

5 December 2018

Village Community Working Group December 2018 Report

Our Autumn clear up was a great success and it was noticed that the Common and surrounding areas were cleaner than on previous occasions. As always this event was well supported by local guide groups and residents.

The Remembrance Day celebration was very well attended and ran very smoothly. There has been some suggestion on local FB groups that small children were not involved in the event when the formal presentations took place and this is something that we can look into. However, overall the event was a great success.

The playing of the "Last Post" by trumpet in the early morning and at sunset was a new addition to the proceedings and was well appreciated by those present. We aim to discuss the merits of repeating this next year.

Preparations are in place for the Xmas Lights switch on and we hope that the weather will be kind to us. We have positioned the tree in a new location as this makes providing power to the lighting more practical.

Going forward into next year the VCWG has agreed that we would like to hold a Spring arts and crafts fair to promote Community involvement across all sections of the Parish. We are endeavouring to be as inclusive as possible. We would hope that this proposal gets approved by the PC so that we can form a Spring Fair WG to establish date, venue and hopefully another annual event!

We hope to get PC approval for the publication of a village walking map that highlights the attractions of CB including historical references, flora and fauna and points of interest. Our aim would be to distribute this throughout the village. We would like to launch this with an organized village walk and get the Community to enjoy the benefits of living in CB promoting physical and mental well being. For more depth and detail please see Deborah's notes in the meeting's agenda for the direction we would like to take. We are hoping that the PC approves this proposal so that we can start progressing on this.

John Bailey

Chesham Bois Village Walks

We propose a new map of the village, suggesting perhaps two walks of different lengths, in trifold leaflet form, to be sent to every house in the parish. This would be to promote healthy lifestyles and community cohesion. By sharing on the map some of the history and points of interest in the parish, we hope people would be motivated to go and see for themselves, perhaps in groups if we can find a walks leader. Walking, whether alone or in company, is good for promoting physical and mental health. This also fits with the aims of the Chilterns AONB to promote access to our open spaces

John and I met Andrew Clark, who is the walks designer for the Chiltern Society as well as being involved with the Chesham Walkers and Welcome group and Chesham Environmental Group. His advice has been invaluable. He also pointed us to other online maps such as in the Viewranger app <https://my.viewranger.com/route/search#!51.68117555210344|-0.6087340360676308|16|location=HP6%205LN,%20Buckinghamshire,%20England>

and the Chiltern Society map http://chilternsociety.org.uk/wp-content/uploads/2016/10/Chesham_Bois_and_the_Beech_Hangers.pdf

The process would be:

1. We list points of interest we wish to be included. This would involve looking at previous village maps and at other available online maps.

Andrew has said he would give us copyright to reuse any text he has written. Deborah and Alison Bailey could look at the history we wish to include, Jane could contribute a piece about the Burial Ground. Does Clive have contacts who might say more about the flora and fauna?

2. Meet with Andrew and interested parties to decide on route(s)
3. Decide on content to fit available space
4. Andrew has access to a map designer who could create the map once these things were decided.
5. A graphic designer would be needed to create an attractive leaflet.
6. The final map would be put on the website so it could be downloaded by anyone.
7. A paper copy would be printed for distribution to every house in the parish – possibly with Bois Own?
8. A Walks Map launch to be held in the spring – preferably before Easter if possible, or maybe at Easter, to encourage people to go out in the spring
9. If there is sufficient interest, we might be able to get a walks leader to arrange weekly, monthly or quarterly walks. BCC provide training for walks leaders through the Simply Walks scheme.

We estimate that a budget of £500 would be sufficient to cover the costs of production and distribution.

Chesham Bois Parish Council

Response to the Chilterns AONB Draft Management Plan

Chesham Bois is a semi-rural parish close to the commuter towns of Amersham and Chesham but also containing a considerable percentage of woodland and farmland designated in the Chilterns AONB. We recognise the value of these open spaces for their special intrinsic qualities and as a valuable resource for recreation and so, naturally, we are committed to both preserving them for future generations and also improving them where we can with the limited resources of a small parish. The Council, therefore, fully supports the Vision of the Chiltern Conservation Board in protecting and caring for the whole of the Chilterns.

Housing development is a huge pressure in our parish, as many others, and the incremental and cumulative impact of development is gradually changing the landscape we live in. We are encouraged, therefore, that the Conservation Board is examining the case for National Park status so that a more strategic approach to development in the Chilterns can be taken, by giving powers and authority over major planning decisions to the Board rather than to so many different local authorities.

The Parish Council is committed to working in the best interests of our community and so also welcomes General Policy 3 concerning the establishment of better partnerships to deliver the vision for the Chilterns. We are already, for example, working with the Chiltern Woodlands Project to produce a management plan for our Common and the woodlands we own in the AONB. We have some Forest Schools already using our woodland and believe that a key objective (perhaps understated) in the Chilterns AONB Management Plan should be to engage much more with young people to build a lasting interest in them of nature, wildlife and our heritage landscape.

It is not yet clear whether parish councils will have enhanced responsibilities under the new Buckinghamshire Unitary Authority but the Council will back the policies and actions listed in the draft plan as much as possible and help to raise the profile of the Chilterns and the work of the Conservation Board.