

# CHESHAM BOIS PARISH COUNCIL

## Minutes of the Council Meeting held at The Council Office, Glebe Way, Chesham Bois at 8.00pm on Monday 10<sup>th</sup> June 2019

**PRESENT:** Cllr C Woolveridge (Chairman), Cllr J Bailey, Cllr D Buckingham, Cllr D Conway Read, Cllr J Harbottle, Cllr R Harrison, Cllr R Hartley, Cllr R Heath, Cllr D King, Cllr J Large & Cllr C Thomas

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

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

**38.2 Apologies for Absence.** None received.

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

**38.4 To Approve the Minutes of the Council Meeting held on 13<sup>th</sup> May 2019.** The Clerk informed Council that the minutes were not available for consideration. This item will be deferred to the next Council meeting. **Action: Clerk**

**38.5 Chairman's Report.**  
There were no items to report.

**38.6 Clerk's Report & Correspondence.**  
The Clerk explained that due to her accident she was unable to present a report.

**38.7 To Consider Council's Response to the Chiltern & South Bucks Local Plan and the Chiltern & South Bucks Community Infrastructure Levy (CiL) Draft Charging Schedule.** Council were circulated a link to the relevant documents. It was agreed that Cllr Harbottle would summarise Council's response which would be presented at the next Council meeting. **Action Cllr Harbottle**

### 38.8 Finance

- It was resolved to approve The Annual Governance & Accountability Return's Accounting Statement for the year ending 31<sup>st</sup> March 2019.**
- The Internal Auditor's report and observations were not available and could not be considered. This item will be deferred to the next Council meeting. **Action: Clerk.**
- The financial reports and analysis for April and May 2019 were noted.
- Payments for approval to 5<sup>th</sup> June 2019:* Council approved the following payments:

Name	NET	VAT	Amount	Description
a2b Flyers	£60.00		£60.00	Delivery of Annual Review
Amersham Business Services	£22.50	£4.50	£27.00	Office Stationery
Buckland Landscapes	£969.62	£193.92	£1,163.54	May 19 Grounds Maintenance
Chesham Town Council	£125.00	£25.00	£150.00	Supply/Install Extension Post Hollow Way Lane
Chiltern Woodlands Project	£380.00		£380.00	Woodland Management Plan: Writing Plan
DCK Beavers	£25.00	£5.00	£30.00	June 19 Payroll Administration
First for Trophies	£12.00	£2.40	£14.40	Woodland BG Disc engraving
Hawkes Design & Publishing	£915.00		£915.00	Printing Walking Map & Annual Review
HMRC	£1,297.17		£1,297.17	Qtr1 NI/PAYE
Mrs S Payne	£36.45		£36.45	Village Walk/Beating Bounds Refreshments
Printerland	£152.22	£30.44	£182.66	Cyan toner for printer
SparkX Ltd	£345.00	£69.00	£414.00	Streetlight Repairs #56 #64
Toolshed	£418.50	£83.70	£502.20	May 19 Grass Verge Cutting
SSE	£38.87	£1.94	£40.81	Qtr1 BG Electricity
Utility Warehouse	£36.78	£7.35	£44.13	April 19 Telephone/May 19 Broadband
Staff Salaries	£2,236.98		£2,236.98	June 19 payroll
			<b>£7,494.34</b>	

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

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

Cllr Thomas' report was noted.

- i. *Common Maintenance:* Two young children were spotted swimming in the pond without supervision. The pond information board states that swimming is not permitted. Council considered whether additional signage was required. **It was resolved that additional signage was not required.**

*South Road un-official Layby:* At a recent meeting with Mark Scott Construction the arrangements for the end of the parking license was agreed. Mark Scott Construction would replace the existing gravel with topsoil and erect wooden posts to prevent future parking.

#### b) **Burial Grounds Management**

Cllr Large's report was noted.

- i. *Improving Burial Ground Profile:* Fiona Everingham's talk on the meadow at the Annual Parish Meeting was well received.

A funeral held in the woodland burial ground had a horse-drawn hearse. The family permitted photos to be taken which will be uploaded to the website and Facebook page. **Action: Clerk**

An independent film company has sought permission to film a short segment in the burial ground during July. This has been agreed and the film company will sponsor a bird box.

- ii. *Advertising & Marketing:* 40 walkers took part in the Village Walk on 18<sup>th</sup> May which includes the burial ground. Two recent woodland burial ground plot purchases resulted from online searches and receipt of a brochure via a local funeral director.

- iii. *Improving Site Amenities:* The lavender and topdressing in the Garden of Remembrance is complete. Council thanked Cllr Woolveridge, Cllr Thomas and Cllr Harrison for their hard work.

#### c) **Transport**

Cllr King's report was noted.

- i. *Glebe Way Streetlight:* A £14,000 quote for the provision of a streetlight in addition to power to the war memorial has been received. It was agreed that this level of expenditure cannot be justified. In order to investigate the current supply of power to the Glebe Way streetlight a survey would need to be carried out at a cost of approx. £400. It was agreed that quotes be sought from other contractors for the provision of power to the streetlight before a decision is made. **Action: Cllr King**

- ii. *Yellow Lines at Junctions:* Following discussions with County Councillor Gareth Williams there is the possibility, in order to keep costs down, for the Parish's requirements to be combined with another scheme's application for a Traffic Regulation Order (TRO) to have yellow lines added to junctions. There is currently a scheme in Beaconsfield. The junctions put forward are, Chiltern Road/Amersham Road, Clifton Road/Amersham Road, The Limes/Amersham Road, Bois Lane/Glebe Way, Woodside Avenue/Bois Lane, The Leys/Amersham Road. **It was resolved that Council should join with another scheme at a cost of up to £7,000 from General Reserves.** **Action: Cllr King**

#### d) **Village Community**

Cllr Bailey's report was noted.

- i. *Village Walk Leaflet:* The leaflet was launched on 18<sup>th</sup> May with 40 walkers taking part. Cllr Large and Cllr Conway Read were thanked for their contribution to the design and organising the walk. The possibility of holding the event annually to coincide with the Chiltern's walking festivals was considered, concerns were raised that it would clash with Beating the Bounds. It was agreed that the leaflet should be distributed to all households. **Action: Clerk**
- ii. *Defibrillators:* London Hearts, a charity dedicated to improving the health in communities, provides defibrillators and grants towards their purchase. A possible site on a post on the

triangle would be investigated. **It was resolved that an application for a grant from London Hearts be applied for.** **Action: Cllr Conway Read**

**e) Parish Centre Redevelopment**

Cllr Woolveridge's report was tabled.

- i. *Information from St Leonards Church:* A FAQ section has been added to the Church's website which has been promoted by the Council's website and social media platforms.
- ii. *Promote Engagement in the Consultation Process:* The development was discussed at the Annual Parish Meeting with residents encouraged to view the plans and make comments.
- iii. *Gather the Views of Residents:* Councillors met with the owners of the Old Rectory to understand their views on the proposed development.

To date Council have received 12 emails from residents expressing their views both positive and negative.

Protect Chesham Bois Common Action Group have contacted Council outlining their concerns and a meeting is to be set up. **Action: PCR WG**

Cllr Harbottle is exploring the possibility of establishing a Development Consultation Forum and is in discussions with Chiltern District Council. **Action: Cllr Harbottle**

Cllr Harbottle would investigate the cost of Council commissioning its own traffic impact assessment and built heritage survey. **Action: Cllr Harbottle**

**38.10 Planning**

The minutes of the Planning Committee meetings held on 8<sup>th</sup> April 2019 were noted.

The meeting closed at 9.20pm

Date of next Council Meeting: Monday 8<sup>th</sup> July 2019.