

File Note on the Draft Chiltern and South Bucks Local Plan 2036 – Publication Version and Community Infrastructure Levy Draft Charging Schedules Consultation Document to inform Chesham Bois Parish Council (CBPC) on the content and any suggested response.

1. The Chiltern and South Bucks Local Plan 2036 is proposed to replace the current Development Plan for Chiltern District Council area. This is a joint Local Plan with South Bucks District Council. If it is adopted, it will provide the approved Development Plan policies unless and until these are replaced by any new plan prepared and adopted by the new Unitary Authority in the years to come.
2. There are no significant housing or other land use allocations proposed within the Chesham Bois Parish. The nearest large allocations are on the north-east side of Chesham and the allocations around Old Amersham.
3. There are however some minor Green Belt boundary changes proposed within the Parish boundary, notably at the end of High Bois Lane. The plans where there are Green Belt boundary changes and have a bearing on Chesham Bois Parish are attached.
4. There are some general policies that will be used to determine applications for development within the Parish such as design principles, development affective designated heritage assets and archaeological heritage. There also appeared to be strengthened polices on insuring that new developments respond to climate change and reduce their carbon footprint which seem appropriate and are to be supported.
5. There no longer seems to be a policy protecting areas of special residential character as there in the current Local Plan, but it may be argued by the District Council that other policies relating to wider heritage and respect for local character will pick this up rather than identifying special character areas on a plan.
6. Affordable housing
 - 6.1. Policy DMLP3 requires that sites that provide between 2 - 9 homes make a financial contribution towards affordable housing and this is to be supported.
7. Community Infrastructure Levy (CIL)
 - 7.1. There is a parallel consultation process at the same time as the Local Plan relating to the introduction of a Community Infrastructure Levy (CIL). This consultation is required as part of the process leading the introduction of CIL in the area, administered by the District Councils. The rates applied will depend on the land use concerned but their proposed charging schedules are attached (pages 8 – 9 of the draft document). It is interesting to note that at least 15% of CIL receipts are allocated to Parish and Town Councils where CIL developments have taken place, this is known as the “Neighbourhood Portion”. Guidance recommends that charging authorities and receiving Parish Councils should engage and work closely to agree how best to send these funds.
 - 7.2. This is a welcome addition for the Parish who will receive funds on the CIL of several thousands of pounds on a typical small housing development once the CIL charge is in place. The regulations allow for the Neighbourhood Portion to be used for:
 - The provision, improvement, replacement, operation or maintenance of infrastructure; or
 - Anything else that is concerned with addressing the demands that development places on an area. CIL moneys can be recovered from Parish Councils if they do not spend the receipts within 5 years of receipt.
8. CBPC may wish to consider making representations to the Green Belt boundary change on High Bois Lane.

Cllr J Harbottle

Chesham Bois Parish Council - Internal Audit Report 2018-19



Audit Observations

| Audit date | Priority | Observation | Recommendation | Status | Comments |
|-------------|----------|--|---|---------|----------|
| 4 June 2019 | H | Bank reconciliation have not been subject to independent review The Practitioners Guide 1.10 states "Statements reconciling each of the authority's bank accounts with its accounting records need to be prepared on a regular basis, including at the financial year-end, and reviewed by members of the authority." | On a regular basis reconciliations must be reviewed by Council and signed and dated as evidence of this review. | Pending | |
| | M | The Council maintains a formal set of Financial Regulations These have not been subject to review by Council during the year. | The Council should ensure that it reviews its Financial Regulations on an annual basis | Pending | |
| | M | The Council last reviewed its burial fees in November 2017. | The Council should review its fees and charges each year as part of the budget setting process. | Pending | |
| | M | Noted there is an apparent unclaim of £156 on VAT | Council to review and identify the difference | Pending | |

| | | | | | |
|--|---|---|------------------|---------|--|
| | L | The Council has updated the the asset register with Assets purchased / disposed of during the year. It was noted that one asset listed had not been included in the spreadsheet total. This was amended during the audit visit. | Council to note. | Pending | |
|--|---|---|------------------|---------|--|

Priority

| | |
|---|--|
| H | High Priority: Potential of legal or regulatory non-compliance or risk of significant financial or reputational Impact |
| M | Medium Priority: Potential for operational Impact, medium risk of financial or reputational Impact |
| L | Low Priority: Issues that the Council should be aware of, or that have been resolved. No further action required. |



Kevin Rose ACMA
 Director
 IAC Audit & Consultancy Ltd

Chesham Bois Parish Council Internal Audit Report 2019



23 June 2019 at 10:41:

(to be read in conjunction with the attached Internal Audit Observations)

| | Internal Control Objective | Observation | Internal Audit Response |
|---|--|---|-------------------------|
| A | <i>Appropriate accounting records have been kept properly throughout the year.</i> | <i>The Council maintains its accounts using Sage accounting software . The method of record keeping is appropriate for a council of this size. The accounting records reviewed were well maintained.</i> | Yes |
| B | <i>This smaller authority met its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.</i> | <i>The Council maintains a formal set of Financial Regulations These have not been subject to review by Council during the year. A sample of bank transactions was checked and verified to source documents. VAT was correctly accounted for. The Council should refer to the attached Internal Audit Observations.</i> | Yes |
| C | <i>This smaller authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.</i> | <i>The Council undertook a review of Risk at a meeting held on 9 April 2018.</i> | Yes |
| D | <i>The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.</i> | <i>The Council approved the budget for the year at a meeting held on 11 December 2017. Regular budget reports have been submitted to Full Council</i> | Yes |
| E | <i>Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.</i> | <i>The Council has in place arrangements for the effective monitoring of amounts due. Income has been correctly treated for VAT purposes (the Council has a VAT dispensation in place). The Council should refer to the attached Internal Audit Observations.</i> | Yes |

| | | | |
|---|--|--|-----|
| F | <i>Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.</i> | <i>The Council maintains a petty cash which is reimbursed on an lump sum basis and maintained as a cashbook in Sage. Transactions through the Petty Cash are of very low value and frequency.</i> | Yes |
| G | <i>Salaries to employees and allowances to members were paid in accordance with this smaller authority's approvals, and PAYE and NI requirements were properly applied.</i> | <i>The Council operates a PAYE scheme. Payroll is processed using an external payroll agency. . Deductions have been properly paid over to HMRC.</i> | Yes |
| H | <i>Asset and investments registers were complete and accurate and properly maintained.</i> | <i>The Council maintains a register of assets which has been subject to review by Council. The Council has updated the the asset register with Assets purchased / disposed of during the year. The Council should refer to the attached Internal Audit Observations.</i> | Yes |
| I | <i>Periodic and year-end bank account reconciliations were properly carried out.</i> | <i>Bank reconciliations have been carried out regularly and in a timely fashion The year end bank reconciliation was reviewed and agreed to supporting bank statements. The Council should refer to the attached Internal Audit Observations.</i> | Yes |
| J | <i>Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.</i> | <i>The Council Reports on an Income and Expenditure basis. Accruals and prepayments were reviewed and considered to be reasonable and accurate. The Council should refer to the attached Internal Audit Observations.</i> | Yes |
| K | <i>IF the authority certified itself as exempt from a limited assurance review in 2017/18, it met the exemption criteria and correctly declared itself exempt.</i> | <i>The Council did not certify itself as exempt</i> | N/A |

| | | | |
|----------|---|--|------------|
| L | <i>During summer 2018 this authority has correctly provided the proper opportunity for the exercise of public rights in accordance with the requirements of the Accounts and Audit Regulations.</i> | <i>Not applicable for 2019 audit</i> | N/A |
| M | <i>Trust funds (including charitable) – The council met its responsibilities as a trustee.</i> | <i>The Council does not act as Trustee</i> | N/A |

Kevin Rose ACMA
IAC Audit & Consultancy Ltd
Sunday, June 23, 2019

Chesham Bois Parish Council: Income & Expenditure

| JUNE 2019 25% through year | Annual Budget | Current Period | Current YTD | Budget Remaining | Over / Under | Target 25% |
|---|--------------------|-------------------|-------------------|---------------------|-----------------|---------------|
| INCOME | | | | | | |
| Precept | £78,094.00 | | £39,047.00 | 39,047.00 | 26,031 | 50% |
| Interest Received | £1,100.00 | £144.35 | £336.54 | 763.46 | -153 | 31% |
| Burial Ground Plots | £18,400.00 | £2,800.00 | £4,800.00 | 13,600.00 | -1,733 | 26% |
| Burial Ground Memorials | £2,200.00 | £600.00 | £2,199.83 | 0.17 | -1,833 | 100% |
| Burial Ground Other income | £10,000.00 | £1,700.00 | £3,250.00 | 6,750.00 | -1,583 | 33% |
| Wayleaves Income | £790.00 | | | 790.00 | 132 | 0% |
| Devolution Contribution | £2,734.82 | | £2,734.82 | 0.00 | -2,279 | 100% |
| Licence Income | £5,600.00 | £2,620.00 | £2,660.00 | 2,940.00 | -1,727 | 48% |
| Misc. Income | £200.00 | | | 200.00 | 33 | 0% |
| Total Income | £119,118.82 | £7,864.35 | £55,028.19 | 64,090.63 | 35,175 | 46% |
| EXPENDITURE | | | | | | |
| SALARIES, PAYE & NI | | | | | | |
| Clerk Salary | £22,608.00 | £1,684.07 | £5,052.21 | £17,555.79 | -1,284 | 22% |
| Employers National Insurance | £1,520.00 | £133.18 | £399.54 | £1,120.46 | -146 | 26% |
| Employers Pension Scheme | £4,840.00 | £385.65 | £1,156.95 | £3,683.05 | -350 | 24% |
| Total | £28,968.00 | £2,202.90 | £6,608.70 | £22,359.30 | -1,781 | 23% |
| ADMINISTRATION | | | | | | |
| Photocopier Costs | £300.00 | | £152.22 | £147.78 | -102 | 51% |
| Stationery & Office Supplies | £250.00 | £27.81 | £50.31 | £199.69 | -9 | 20% |
| Telephone & Broadband | £400.00 | 35.03 | 111.92 | £288.08 | -45 | 28% |
| Postage | £100.00 | | £36.60 | £63.40 | -20 | 37% |
| Office Rent | £400.00 | | | £400.00 | 67 | 0% |
| Office Electricity | £750.00 | | | £750.00 | 125 | 0% |
| Wages - Cleaning | £300.00 | £25.00 | £75.00 | £225.00 | -25 | 25% |
| Equipment & Software | £900.00 | £49.99 | £49.99 | £850.01 | 100 | 6% |
| Training - Clerk | £200.00 | | | £200.00 | 33 | 0% |
| Training - Councillors | £320.00 | | | £320.00 | 53 | 0% |
| Subscriptions | £1,200.00 | | £729.31 | £470.69 | -529 | 61% |
| Insurance | £2,000.00 | | | £2,000.00 | 333 | 0% |
| Digital Mapping | £300.00 | | | £300.00 | 50 | 0% |
| Website | £400.00 | | | £400.00 | 67 | 0% |
| APM/Elections/Public Meetings | £400.00 | £105.03 | £105.03 | £294.97 | -38 | 26% |
| Audit & Accountancy Fees & Bank Charges | £1,200.00 | £43.00 | £93.00 | £1,107.00 | 107 | 8% |
| Advertising | £200.00 | | | £200.00 | 33 | 0% |
| Clerk/Cllr/Sundry Expenses | £150.00 | | | £150.00 | 25 | 0% |
| S137 Grants | | | | | 0 | |
| Total | £9,770.00 | £285.86 | £1,403.38 | £8,366.62 | 225 | 14% |
| BURIAL GROUND | | | | | | |

| | | | | | | |
|---|--------------------|-------------------|-------------------|-------------------|---------------|------------|
| Burial Ground Maintenance | £12,000.00 | £770.48 | £840.47 | £11,159.53 | 1,160 | 7% |
| Water | £120.00 | | £10.84 | £109.16 | 9 | 9% |
| Electricity | £170.00 | | £38.87 | £131.13 | -11 | 23% |
| Sexton Costs/Wages | £4,000.00 | £451.67 | £1,205.01 | £2,794.99 | -538 | 30% |
| Memorial Safety | £1,000.00 | | | £1,000.00 | 167 | 0% |
| Chapel Maintenance | £500.00 | | | £500.00 | 83 | 0% |
| Advertising & Marketing | £4,000.00 | £187.50 | £624.25 | £3,375.75 | 42 | 16% |
| General Costs | £100.00 | £3.00 | £12.00 | £88.00 | 5 | 12% |
| Total | £21,890.00 | £1,412.65 | £2,731.44 | £19,158.56 | 917 | 12% |
| Burial Grd Reserves Expenditure Funded Reserve | | | | | | |
| COMMON & WOODLANDS | | | | | | |
| Ground Maintenance | £8,750.00 | £315.84 | £315.85 | £8,434.15 | 1,142 | 4% |
| Pond Maintenance | £2,000.00 | | | £2,000.00 | 333 | 0% |
| Consultancy & Tree Inspections | £2,500.00 | | | £2,500.00 | 417 | 0% |
| Emergency Treework | £16,000.00 | £2,500.00 | £6,880.00 | £9,120.00 | -4,213 | 43% |
| Dog Bin Maintenance | £1,958.64 | | | £1,958.64 | 326 | 0% |
| Management Plan | £9,400.00 | | £487.00 | £8,913.00 | 1,080 | 5% |
| Chiltern Society Work | £1,000.00 | | | £1,000.00 | 167 | 0% |
| Sundry Expenses | £300.00 | | | £300.00 | 50 | 0% |
| Total | £41,908.64 | £2,815.84 | £7,682.85 | £34,225.79 | -698 | 18% |
| TRANSPORT & HIGHWAYS | | | | | | |
| Streetlights Maintenance | £1,000.00 | | £345.00 | £655.00 | -178 | 35% |
| Streetlights Electricity | £3,150.00 | £289.25 | £555.92 | £2,594.08 | -31 | 18% |
| General Costs | £1,000.00 | | | £1,000.00 | 167 | 0% |
| Devolved Services | £4,200.00 | | £837.00 | £3,363.00 | -137 | 20% |
| MVAS | £3,200.00 | £2,714.01 | £3,719.01 | -£519.01 | -3,186 | 116% |
| Total | £12,550.00 | £3,003.26 | £5,456.93 | £7,093.07 | -3,365 | 43% |
| Transport Expenditure Funded Reserve | | | | | | |
| LAF Funded Reserve | | | | | | |
| VILLAGE COMMUNITY | | | | | | |
| Events | £2,800.00 | £226.00 | £241.45 | £2,558.55 | 225 | 9% |
| Walking Map | £500.00 | £375.00 | £745.00 | -£245.00 | -662 | 149% |
| Communications | £750.00 | £540.00 | £600.00 | £150.00 | -475 | 80% |
| Total | £4,050.00 | £1,141.00 | £1,586.45 | £2,463.55 | -911 | 39% |
| General Reserves Expenditure Funded Reserve | | | £1,050.00 | | | |
| Total Expenditure | £119,136.64 | £10,861.51 | £26,519.75 | | -6,664 | 22% |
| NET SURPLUS(DEFICIT) Before Reserve Transfer | -£17.82 | -£2,997.16 | £28,508.44 | | | |
| Reserve Transfers | | £0.00 | £1,050.00 | | | |
| NET SURPLUS(DEFICIT) After Reserve Transfer | | -£2,997.16 | £29,558.44 | | | |

| Name | NET | VAT | Amount | Description |
|----------------------------|------------|------------|-------------------|---|
| Amersham Business Services | £27.81 | £5.56 | £33.37 | Office Stationery |
| Buckland Landscapes Ltd | £969.62 | £193.92 | £1,163.54 | June 19 Grounds Maintenance |
| Chiltern Society | £187.50 | | £187.50 | Burial Grd Advert in Summer 19 Chiltern News |
| DCK Beavers | £25.00 | £5.00 | £30.00 | July 19 Payroll Administration |
| MT Loos Ltd | £205.00 | £41.00 | £246.00 | Loos for Picnic on the Common |
| Mrs S Payne | £49.99 | | £49.99 | Bitdefender Internet Security Software |
| Platinum Press Ltd | £320.00 | £64.00 | £384.00 | Chesham Bois Walk Leaflet Printing. |
| Mr R Rollins | £850.00 | | £850.00 | Refund of Interment/Plot Fees P958 18/42 |
| Southern Electric | £289.25 | £52.23 | £341.48 | Burial Ground Electricity Aug 17 to May 18 |
| St Leonards Church | £30.00 | | £30.00 | Hire of Parish Centre for APM |
| SWARCO | £2,714.01 | £542.80 | £3,256.81 | Solar MVAS |
| TM Arborcare | £2,500.00 | | £2,500.00 | Chestnut Lane Treework |
| Toolshed | £837.00 | £167.40 | £1,004.40 | April & June 19 Grass Verge Cutting |
| Utility Warehouse | £35.03 | £7.00 | £42.03 | May 19 Telephone/June 19 Broadband |
| Cllr C Woolveridge | £191.73 | | £191.73 | APM Refreshments/Garden of Rest Plants/Gravel |
| Staff Salaries | £1,633.85 | | £1,633.85 | July 19 Salaries |
| Bucks County Council | £483.33 | | £483.33 | July 19 Pension Contributions |
| | | | £12,428.03 | |

1. Management Plan for the Common and Woodlands

The specifications for the two sets of work, Bois Wood and Tenterden Spinney, have been sent out to potential contractors for tender.

2. Burial Ground Maintenance

A water leak occurred recently through the roof of the chapel and repairs are in hand.

With help from Fiona Everingham, we are hoping to arrange a bat walk in the burial ground meadow and surrounds, probably in early September.

3. Common Maintenance

An ash tree near the junction of Chestnut Lane and Sycamore Road had to be removed urgently as it was considered dangerous by the Bucks Highways inspector. It was left exposed by the removal of a large tree on the boundary of 124 Chestnut Lane and had a considerable lean towards the road. The inspector also left recommendations for the other trees on the common land on this side of Chestnut Lane and we are following them up.

Cllr C Thomas

Council Meeting 8th July 2019

Burial Grounds Management Working Group Report

Progress Against Defined Objectives

| Objective for Working Group | Details of Latest Progress |
|--|---|
| Improving Burial Ground Profile | <p>Ongoing The clerk is sending copies of the Burial Ground brochure to the ANBG so that they are available for the forthcoming National Funeral Exhibition and will also update them on the ashes plots available in our Woodland Burial Ground so as to be included in the new Cremated Remains Information Bureau initiative.</p> <p>The WG has approved the use of the Burial Ground as a location by a small independent film maker. The scene will feature a lady laying flowers at a grave, with the scenery standing for rural Ireland. The 29th July has been agreed as a filming date. Links to the film will be made available for social media/website use.</p> |
| Evaluating impact of advertising and marketing initiatives to inform future decisions | <p>Ongoing There has been 1 formal burial plot purchased, based on local knowledge, and 1 Woodland burial plot purchase resulting from a referral from a local funeral director which stocks our brochure.</p> |
| Developing plans for future Burial Ground events | <p>Ongoing Work will be taken forward to repeat the Remembrance Service together with Family History/BG queries information point for Heritage Day. Perhaps link with Bat Walk.</p> <p>This item will also include longer term planning for the Burial Ground centenary in 2024, as plans develop.</p> |
| Improving Burial Ground as Community amenity | <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. Clerk is chasing. |
| 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>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 has commissioned Pear to create accurate map of Woodland Burial Ground. Pear made an initial map of the New Formal grounds on 8th February 2018, over which a grid with plots will be laid to construct a full map. The budget for this work has been rolled forward again to FY19-20. 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</p> | <p>Ongoing Working Group identified the following items to take forward:</p> <ul style="list-style-type: none"> • Electrical safety check of Chapel – Complete – thanks to Cllr King for supervision • Ongoing A small leak has been repaired in the roof. Work to make good the inside ceiling paint will be taken forward under the insurance provision. • Develop plans to improve planting and seating near entrance/toilet/Chapel area |

Other Items

Working Group will be meeting on 12th July to review progress over the past year against defined objectives, and reset targets for the next reporting period, including the agreement of the advertising strategy.

We received excellent feedback for the services of our Sexton and our Woodland Burial Ground from a family member this month: *“She was kind and practical at the meetings before and after Mum died, on the funeral day itself she once again was there when we needed her but also let us get on with everything in our own way. ... The woodland burial ground is beautiful, and the chapel too is simply perfect. We were able to create a funeral service ourselves which was totally individual and gave our Mum a lovely send off. It is a great comfort to think of Mum laid to rest in such a wonderful spot.”*

WG has asked the Clerk will to request permission from the family to quote this testimonial on the website, and on our dedicated FB page.

Action for Council

Councillors are invited to note the progress against objectives made.

Jane Large
July 2019

Transport Working Group Report for 8 July 2019 Council Meeting

Mobile Vehicle Activated Sign (MVAS)

We now have 5 MVAS signs operational in the parish as detailed below:

MVAS 1 remains located in Bois Lane near the Church.

MVAS 2 remains located in Copperkins Lane at the junction of Deep Acres. The fault with this sign was finally rectified on Friday 5 July.

MVAS 3 was relocated from the Amersham Road to North Road on 4 April 2019.

MVAS 4 remains located on the Amersham Road outside the Beacon school facing Amersham. The lock mechanism has now been repaired and the sign is fully functional again.

MVAS 5 remains located on the Amersham Road outside the Beacon school facing Chesham.

MVAS 6 has been delivered to the office and will be deployed once it has been configured.

No data has been downloaded this month.

LAF

I have been advised that funding has now been made available for a parking survey in Amersham and Chesham Bois and a meeting has been convened for BCC officers on the 11 July to agree the project plan. I'll brief Council once I have further information.

At the last meeting Council approved the commitment of up to £7000 funding for CBPC to join with another area's application for a Traffic Regulation Order (TRO) to have yellow lines applied to seven junctions in the parish. This will also be discussed on the 11 July at the BCC meeting.

Devolution

The grass cutting map was circulated to councillors with a request to review and suggestions for areas to be added to the schedule. No additions have been requested. The residents of Clifton Lawns have written to BCC via FixMyStreet asking for the grass to be cut by the council as it has been maintained by the residents since the 1980s. This will probably need to be added to the schedule in due course and additional cost incurred as the area is quite large.

Tool shed have been asked to carry out siding out on both sides of the Amersham Road and to do a treatment of weed killing on all roads in the parish.

Street Lighting

The new street lighting has been installed but still not commissioned in Milton Lawns. The delay is with UKPN.

2018 street lamp replacements have now been received by Sparkx and were due to be installed on Friday 5 July. This did not happen so I will chase yet again.

As agreed at the last meeting, we will issue a tender to 3 contractors to supply power to the street light in Glebe Way. Having consulted with the BCC lighting team they recommend the following companies: R&M Lighting, Long Chase Lodge, Ascot Road, Holyport, Maidenhead, Berkshire, SL6 3LA.

info@randmlighting.co.uk 01628 673445

J. McCann & Co. Ltd
McCann House
110 Nottingham Road
Chilwell
Nottingham NG9 6DQ

Tel: 0115 9540166

Fax: 0115 9723763

[General enquiries: enquiries@jmccann.co.uk](mailto:enquiries@jmccann.co.uk)

[Tender enquiries: tender@jmccann.co.uk](mailto:tender@jmccann.co.uk)

Sparkx Chesham – our local contractor

We have received a request from Neil Hollister, a resident of Bois Ave, for additional street lighting in the road. I visited him 28 June and explained that we would need to consult with all residents in the road before agreeing to install additional lighting. We agreed the location of a potential new light which would be outside Mr Hollister's house and I have asked Sparkx to survey the site and provide a quote for the supply, installation and power connection.

BCC own a street light (No 32) at the junction of Bois Ave and Amersham Road which was damaged by a tree in 2017! This had been reported by our clerk and Mr Hollister but a repair has never been carried out. I wrote to Gareth Williams, our BCC Councillor, and asked him to intervene and he received the following response:

The column in question is being replaced within our current replacement programme and will be completed in August.

I can only apologise that this has taken so long to arrange. It was a location that caused some confusion in the numbering as to if it was column 32 or 33 and this has now been resolved. We are going to reposition the column slightly as part of these works so as to move it away from the trees and make the light distribution more useful.

Once again, my apologies for the length of time this has taken.

Let's hope they are good to their word.

Meetings Attended

I attended the TfB conference for Parish Councils and the TfB Focus Group on Wednesday 26 June.

I also attended, with Cllr Bailey, the Unitary Localism workshop at Chesham Town Hall on Tuesday 25 June and details from the meeting were circulated by Sam on 27 June.

Parking

We have received the following note regarding parking in Long Park.

I am writing as chair of Long Park & Woodlands Court Estate Group to raise a concern voiced by members of the group regarding parking on Long Park.

Long Park is a relatively narrow road with cars often parked on both sides of the road. Normally residents and others take care to stagger parking so that those trying to drive along Long Park can do so.

Sometimes, however, parking is not so considerate which makes it difficult and slow to pass between 2 parked cars. The concern is that a large vehicle, and in particular a fire engine, would not be able to pass.

Please can you raise this concern with BCC or elsewhere as appropriate and let me know what possible measures can be taken.

I would welcome the views of Councillors as to how I should respond as inconsiderate parking is an issue in Chesham Bois but we can't paint yellow lines everywhere!

Cllr David King 6 July 2019

Council Meeting 8th July 2019

Parish Centre Redevelopment Working Group Report

Progress Against Terms of Reference

| Terms of Reference | Details of Latest Progress |
|---|---|
| To collate and disseminate information on St Leonard's Church proposals to redevelop the Parish Centre. | Ongoing The latest draft plans and proposals, which were presented at the Consultation meetings in March, have been uploaded to the Church website. The Church have also uploaded a series of replies to frequently asked questions, designed to address those concerns most often expressed in correspondence they have received. Links to this website are on the Parish Council website and have been repeated on its social media outlets. |
| To ensure residents are aware of the proposals and promote attendance at consultation events. | Ongoing The CBPC Annual Review, which was sent for delivery to all Chesham Bois residents outlined the aims of the redevelopment, and provided links for residents to engage with the Church consultation process and feedback to the Parish Council. Similar wording has been posted on the Parish Social Media outlets. |
| To engage with the community to gather views. | Ongoing The Working Group has received 6 emails/letters from residents expressing views on the development (both positive and negative) this month. Replies have been sent. Correspondence has recently been received from the Protect Chesham Bois Common Action Group outlining its concerns, and a response offering a meeting has been sent. Further opportunities to engage with residents from other parts of Chesham Bois will be sought. |
| To liaise with St Leonards on requirements for Parish Council office within the Centre. | Ongoing |

Action for Council

Councillors are invited to note the progress against objectives made.

Cathy Woolveridge

June 2019