

Council Meeting 9th September 2019

Clerk's Report & Correspondence

Litter Bin Collections

A complaint was sent to CDC regarding the overflowing litter bins along North Road and Bois Lane and a request that these bins be emptied more frequently.

CDC have responded that the litter bins in Chesham Bois are emptied on a Monday and Thursday and any additional collection would stretch resources. They will however monitor the current collections.

Updating Council's Financial Regulations

One of the internal auditor's recommendations was that Council's Financial Regulations are reviewed annually. During July 2019 NALC produced an updated Financial Regulations model and I am in the process of comparing the updated model with our current regulations and will present the updated regulations at the next Council meeting.

Memorial Applications

Between June and Aug 2019 three memorial applications have been processed.

Freedom of Information Request: Chestnut Lane Tree Surveys

On 17th June 2019 a Chestnut Lane resident made a Freedom of Information request to receive copies of the most recent tree surveys for the Common on Chestnut Lane. Copies of the five surveys carried out between 2015 and 2019 were forwarded to the resident on 28th June.

Buckinghamshire & Milton Keynes Local Sites Survey Project.

Council have received a letter confirming the that the meadow next to the woodland burial ground has been selected as a Local Wildlife Site. Copy of letter attached.

CHESHAM BOIS PARISH COUNCIL

Balance Sheet

JULY & AUGUST 2019

Actual
YTD

Assets

CURRENT ASSETS	
Debtors	£5,800.00
Vat to be Claimed	£5,407.58
Total	£11,207.58
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MONIES HELD	
Unity Current Account	£2,963.08
Unity Deposit Account	£44,032.10
Cambridge Building Society	£16,706.16
National Savings Account	£100,000.00
Other monies in hand	£1.79
Total	£163,703.13
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Total Assets	£174,910.71

Liabilities

MONIES OWED SHORT TERM	
Creditors	£15,317.67
Payroll Taxation	£809.98
Total	£16,127.65
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Total Liabilities	£16,127.65

Assets less Liabilities	£158,783.06
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REPRESENTED BY:

Reserves		Spent YTD	Remaining
General Reserves	£33,780.29	£1,050.00	£32,730.29
Burial Ground Reserve	£16,500.00		£16,500.00
Common & Woodlands Reserve: 10 year Management Plan	£42,397.00		£42,397.00
Streetlighting Reserve	£15,484.00	£5,700.00	£9,784.00
Grants: Committeed fete surplus	£0.00		£0.00
Devolved Services Reserve	£2,634.50		£2,634.50
LAF 50% Match Funding	£3,000.00		£3,000.00
Replacement Office	£30,000.00		£30,000.00
Total Reserves	£143,795.79	£6,750.00	£137,045.79

Income & Expenditure Account	£21,737.35	-£0.08
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£158,783.14

Chesham Bois Parish Council: Income & Expenditure

AUGUST 2019 42% through year	Annual Budget	Current Period	Current YTD	Budget Remaining	Over / Under	Target 42%
INCOME						
Precept	£78,094.00		£39,047.00	39,047.00	-26,031	50%
Interest Received	£1,100.00	£192.19	£528.73	571.27	-345	48%
Burial Ground Plots	£18,400.00	£4,100.00	£8,900.00	9,500.00	-5,833	48%
Burial Ground Memorials	£2,200.00		£2,199.83	0.17	-1,833	100%
Burial Ground Other income	£10,000.00	£1,350.00	£4,600.00	5,400.00	-2,933	46%
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		£2,660.00	2,940.00	-1,727	48%
Misc. Income	£200.00			200.00	33	0%
Total Income	£119,118.82	£5,642.19	£60,670.38	58,448.44	-40,817	51%
EXPENDITURE						
SALARIES, PAYE & NI						
Clerk Salary	£22,608.00	£3,368.14	£8,420.35	£14,187.65	-4,652	37%
Employers National Insurance	£1,520.00	£266.36	£665.90	£854.10	-413	44%
Employers Pension Scheme	£4,840.00	£771.30	£1,928.25	£2,911.75	-1,122	40%
Total	£28,968.00	£4,405.80	£11,014.50	£17,953.50	-6,187	38%
ADMINISTRATION						
Photocopier Costs	£300.00		£152.22	£147.78	-102	51%
Stationery & Office Supplies	£250.00	£26.63	£76.94	£173.06	-35	31%
Telephone & Broadband	£400.00	£77.28	£189.20	£210.80	-123	47%
Postage	£100.00	£21.96	£58.56	£41.44	-42	59%
Office Rent	£400.00	£200.00	£200.00	£200.00	-133	50%
Office Electricity	£750.00	175.09	175.09	£574.91	-50	23%
Wages - Cleaning	£300.00	£50.00	£125.00	£175.00	-75	42%
Equipment & Software	£900.00	£168.00	£217.99	£682.01	-68	24%
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		£1,320.52	£679.48	-987	66%
Digital Mapping	£300.00			£300.00	50	0%
Website	£400.00			£400.00	67	0%
APM/Elections/Public Meetings	£400.00		£105.03	£294.97	-38	26%
Audit & Accountancy Fees & Bank Charges	£1,200.00	£400.00	£493.00	£707.00	-293	41%
Advertising	£200.00			£200.00	33	0%
Clerk/Cllr/Sundry Expenses	£150.00			£150.00	25	0%
S137 Grants						
Total	£9,770.00	£1,118.96	£3,842.86	£5,927.14	-2,215	39%
BURIAL GROUND						
Burial Ground Maintenance	£12,000.00	£1,307.54	£2,148.01	£9,851.99	-148	18%
Water	£120.00		£10.84	£109.16	9	9%
Electricity	£170.00	£61.90	£100.77	£69.23	-72	59%

Sexton Costs/Wages	£4,000.00	£528.34	£1,733.35	£2,266.65	-1,067	43%
Memorial Safety	£1,000.00			£1,000.00	167	0%
Chapel Maintenance	£500.00	£380.00	£380.00	£120.00	-297	76%
Advertising & Marketing	£4,000.00	£745.00	£1,369.25	£2,630.75	-703	34%
General Costs	£100.00		£12.00	£88.00	5	12%
Total	£21,890.00	£3,022.78	£5,754.22	£16,135.78	-2,106	26%
Burial Grd Reserves Expenditure Funded Reserve						
COMMON & WOODLANDS						
Ground Maintenance	£8,750.00	£631.70	£947.55	£7,802.45	511	11%
Pond Maintenance	£2,000.00	£495.00	£495.00	£1,505.00	-162	25%
Consultancy & Tree Inspections	£2,500.00	£50.00	£50.00	£2,450.00	367	2%
Emergency Treework	£16,000.00	£490.00	£7,370.00	£8,630.00	-4,703	46%
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	£1,666.70	£9,349.55	£32,559.09	-2,365	22%
TRANSPORT & HIGHWAYS						
Streetlights Maintenance	£1,000.00	£250.00	£595.00	£405.00	-428	60%
Streetlights Electricity	£3,150.00	£525.92	£1,081.84	£2,068.16	-557	34%
General Costs	£1,000.00			£1,000.00	167	0%
Devolved Services	£4,200.00	£837.00	£1,674.00	£2,526.00	-974	40%
MVAS	£3,200.00		£3,719.01	-£519.01	-3,186	116%
Total	£12,550.00	£1,612.92	£7,069.85	£5,480.15	-4,978	56%
Transport Expenditure Funded Reserve		£5,700.00	£5,700.00			
LAF Funded Reserve						
VILLAGE COMMUNITY						
Events	£2,800.00	£520.60	£557.05	£2,242.95	-90	20%
Walking Map	£500.00		£745.00	-£245.00	-662	149%
Communications	£750.00		£600.00	£150.00	-475	80%
Total	£4,050.00	£520.60	£1,902.05	£2,147.95	-1,227	47%
General Reserves Expenditure Funded Reserve			£1,050.00			
Total Expenditure	£119,136.64	£18,047.76	£45,683.03		-25,827	38%
NET SURPLUS(DEFICIT) Before Reserve Transfer	-£17.82	£12,405.57	£14,987.35			
Reserve Transfers		£5,700.00	£6,750.00			
NET SURPLUS(DEFICIT) After Reserve Transfer		-£6,705.57	£21,737.35			

August 2019:				
PAYMENTS	NET	VAT	Amount	
BHIB Insurance Brokers	£1,320.52		£1,320.52	Insurance Cover
Buckland Landscapes Ltd	£969.62	£193.92	£1,163.54	July 19 Grounds Maintenance
Clearwater Pond Management	£495.00	£99.00	£594.00	Pond Maintenance July 19
DCK Accounting Solutions	£25.00	£5.00	£30.00	July 19 Payroll Administration
IAC Audit & Consultancy	£350.00	£70.00	£420.00	Internal Audit
Toolshed	£418.50	£83.70	£502.20	July 19 Grass Verge Cutting
St Leonard's Church	£175.09		£175.09	Office Electricity April - June 2019
Staff Salaries	£1,573.65		£1,573.65	Aug 19 Payroll
Bucks County Council	£483.33		£483.33	Aug 19 Pension Contributions
			£3,778.27	
Tinlin	£300.00	£0.00	£300.00	Picnic on Common Band
RECEIPTS				
Non-Resident	£750.00		£750.00	Plot & Interment K544
St Leonards Church	£50.00		£50.00	Chapel Hire
Non-Resident	£850.00		£850.00	Ashes Plot & Interment U1375
Non-Resident	£900.00		£900.00	Ashes Plot & Interment W38a
NS&I Savings	£94.52		£94.52	Interest
			£2,644.52	

September 2019:				
PAYMENTS	NET	VAT	Amount	
Amersham Business Services	£26.63	£5.33	£31.96	Stationery
Buckland Landscapes Ltd	£969.62	£193.92	£1,163.54	Aug 19 Grounds Maintenance
C&R Caine	£310.00		£310.00	Chapel Roof Repair
Chilterns Dial & Ride	£981.00		£981.00	Grant Payment
Crystal Publications	£600.00	£120.00	£720.00	BG Advert in Bucks Bereavement Guide
DCK Accounting Solutions	£25.00	£5.00	£30.00	Sept 19 Payroll Administration
HMRC	£1,267.37		£1,267.37	Qtr2 NI/PAYE
Macro Media Ltd	£145.00	£29.00	£174.00	BG Advert in GP Health Guide
Guy March Electrician	£70.00		£70.00	Chapel Electrical Survey/PAT Testing
Ridgeway Woodlands	£320.00		£320.00	Picnic: Meadow Tree survey & Treework
Ridgeway Woodlands	£220.00		£220.00	Emergency Treework; North Road
Sage	£168.00	£33.60	£201.60	Sage S50 Accounts Software Support
Samantha Payne	£37.56		£37.56	Stamps & Cable Ties
Southern Electric	£61.90	£3.09	£64.99	Burial Ground Electricity Q2 July-Sept 19
Southern Electric	£251.67	£44.94	£296.61	July 19 Street Lighting Electricity
Southern Electric	£274.25	£49.32	£323.57	Aug 19 Street Lighting Electricity
Southern Electric	£281.83	£50.80	£332.63	Sept 19 Street Lighting Electricity
SparkX	£250.00	£50.00	£300.00	Lamp 25 Glebe Way: Emergency Call Out
SparkX	£5,700.00	£1,140.00	£6,840.00	Heritage lanterns: lamps 56/49/25/52
Utility Warehouse	£38.56	£7.71	£46.27	June 19 Telephone/July 19 Broadband
Utility Warehouse	£38.72	£7.74	£46.46	July 19 Telephone/Aug 19 Broadband
Your Amersham	£117.00		£117.00	BG Advert in Your Amersham Sept 19
Your Chesham	£118.00		£118.00	BG Advert in Your Chesham Sept 19
Staff Salaries	£1,813.85		£1,813.85	Sept 19 Salaries
Bucks County Council	£483.33		£483.33	Sept 19 Pension Contributions
			£16,309.74	
RECEIPTS				
Non-Resident	£1,500.00		£1,500.00	Plot & Interment L673
Resident	£750.00		£750.00	Plot & Interment W61
Non-Resident	£1,450.00		£1,450.00	Plot & Interment W118
NS&I Savings	£97.67		£97.67	Interest
			£3,797.67	

1. Management Plan for the Common and Woodlands

We have appointed a contractor for the two sets of work, Bois Wood and Tenterden Spinney, at costs of £10000 and £13800 respectively. Although there are a smaller number of trees being felled in Tenterden Spinney, there are extra costs in removing logs and chipped waste from site; in both quotes an allowance has been made for the value of the timber which the contractor can sell, generally as firewood.

We are trying to establish a start date for the works so that we can arrange for footpaths to be closed, the Forest School to be forewarned and residents in the immediate vicinity to be informed.

2. Burial Ground Maintenance

Additional maintenance work is in hand this week before the burial ground Open Day on Sunday 15th Sept. We are also arranging for the annual clearance of nettles and brambles from the Woodland Burial Ground and we will also be scheduling a check on the trees there with pruning as necessary and removal of any self seeded trees.

In addition, the ash tree by the chapel and car park shows considerable ash dieback. Current advice is to remove larger trees such as this one because weakness in the trunk is sometimes found. Therefore we will obtain a quote for felling it and at the same time remove the adjacent smaller prunus so that we can look at creating a flower bed and seating area to improve the entrance to the burial ground (as agreed by the BGWG).

3. Common Maintenance

Following the recommendations of the Bucks Highways inspector in July we have removed 8 mature trees from the junction of Chestnut Lane and Sycamore Road. This area now looks a bit sparse and the working group have agreed that planting a number of smaller species of trees would be beneficial – we will obtain recommendations and costings from one of our tree specialists.

A safety survey is being carried out across the whole of the Common, as requested by our insurers.

New wooden posts have been installed across the lay-by opposite the old Guidos site on South Road as the building work is now finished and we wish to return this area to the Common. The gravel has not yet been replaced by topsoil and we will remind Mark Scott Construction if necessary.

4. Request for an easement over common land

The Council previously rejected a request from the owner of 18, Long Park Close for an easement to facilitate the construction of an additional house on his land. Council is asked to consider the response from the owner.

Cllr C Thomas

Council Meeting 9th September 2019

Burial Grounds Management Working Group Report

Progress Against Defined Objectives

Objective for Working Group	Details of Latest Progress
<p>Improving Burial Ground Profile</p>	<p>Ongoing CBBG is now listed as accepting ashes plots in our Woodland Burial Ground in the new Cremated Remains Information Bureau initiative run by ANBG.</p> <p>The WG has approved the use of the Burial Ground as a location by a small independent film maker. Filming took place on 30th July. Links to the film will be made available for social media/website use.</p> <p>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.</p> <p>Clerk will seek approval from family to add testimonial praising CBBG to front page of BG website and FB page.</p>
<p>Evaluating Impact of Advertising and marketing initiatives to inform future decisions</p>	<p>Ongoing WG met on 12th July to review impact of marketing and plan strategy for rest of the financial year. Various publications have been approved to continue, cease or commence advertising, including the new Bucks Bereavement Guide. 10% budget remains uncommitted to enable new approaches to be evaluated if affordable later in the financial year.</p> <p>There have been 6 formal burials with associated plot purchase based on local knowledge or recommendations from local Funeral Directors, and 1 Woodland burial plot reservation following an internet search.</p>
<p>Developing plans for future Burial Ground Events</p>	<p>Ongoing CBBG Open Day will be held, as part of the National Heritage Day Festival, from 2-5pm on Sunday 15th September. The Chapel will be open for quiet reflection and remembrance, and the Parish Council gazebo will host burial records advice and refreshments.</p> <p>This item will also include longer term planning for the Burial Ground centenary in 2024, as plans develop.</p>
<p>Review Fees and Charges as appropriate.</p> <p>ICCM best practice is that fees and charges are formally reviewed every 3-5 years. WG should also review informally annually alongside budget setting exercise.</p>	<p>Ongoing. New objective. Fees and Charges were last agreed by Full Council in November 2017 alongside the Burial Ground regulations. WG will carry out an initial benchmarking exercise to compare our current fees schedule with those of other local, and competitor, burial grounds.</p>
<p>Burial Ground Administration: Updating electronic and paper database to reflect best practice and to enable smooth link with data from the digital mapping of the burial ground.</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 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</p>

	<p>grid with plots will be laid to construct a full map. The budget for this work has been rolled forward again to FY19-20. This work requires time-consuming input from the Clerk to support Pear's work.</p> <p>Clerk will reissue grants for those plots in Original Formal (2), New Formal (14) and Woodland Burial Ground (82) that are affected by Council decision of November 2017 to renumber the plots. 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. Those plots in the Woodland Burial Ground which require renumbering are dependent on the revised digital map to be produced by Pear.</p> <p>Summary maps of the Grounds will be available on the public noticeboard once installed, in line with best practice. In time, a limited database will also be searchable online.</p>
Evaluate Land Usage and Future Land Needs	<p>Ongoing New objective.</p> <p>Application from HS2 exposed the need for WG to have good information about current BG capacity, and future land and maintenance requirements. WG of 12th July have authorised an initial scoping exercise to gather information.</p>
Improving the Site Amenities	<p>Ongoing Working Group on 12th July identified the following items to take forward:</p> <ul style="list-style-type: none"> • 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 • Consider installing a new shelter for the Woodland Burial Ground mourners where large shed currently stands.

Other Items

Clerk Workload

Working Group noted that some administrative objectives, (such as updating and correcting the electronic database, reissuing grants for renumbered plots, and supporting the production of the new digital maps by Pear), require the specific, trained, input of the Clerk over a sustained period of time. They are not tasks which can be outsourced to Councillors or temporary staff, but are frequently overwhelmed by the number of urgent, short-term, tasks for Council as a whole, making progress slower than originally predicted.

Council is requested to consider how long-term and short-term needs are balanced, and discuss possible strategies to address these, that could be developed further and brought for formal agreement by Council.

ICCM Awards

Cllr Large submitted an entry on behalf of CBBG to the Institute of Cemetery and Crematorium Management (ICCM) Cemetery of the Year Awards 2019. The entry was evaluated as having achieved one of the top scores in the Parish, Town and Community Council category. Our Clerk and Sexton met the adjudicator on 23rd August for his formal inspection, following which it has been confirmed that CBBG will be awarded either a Silver or Gold Cemetery of the Year 2019 Award.

The awards will be presented on 24th September in a ceremony during the ICCM Learning Convention and Exhibition in Kenilworth. Sam and Katie will represent CBBG at the exhibition and receive the award.

ICCM will be publicising the award ceremony, and links will be made to this from CBBP social media and on our website. We will also be able to add a logo relating to the award to our paperwork.

Action for Council

Councillors are invited to note the progress against objectives made.

Councillors are requested to note the date of the CBBG Open Day in their diaries, and come along to support both the setting up, and the event itself.

Councillors are requested to note the impact on the Clerk's workload of some of the long-term administrative tasks associated with updating the CBBG digital records and discuss possible solutions that could be developed and brought forward for subsequent formal agreement.

Councillors are invited to acknowledge the sustained effort and good service provided by our Clerk and Sexton which has underpinned our successful entry for the ICCM award scheme.

Jane Large
2 September 2019

Transport Working Group Report for 9 September 2019 Council Meeting

Mobile Vehicle Activated Sign (MVAS)

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

MVAS 1 is located in Bois Lane near the Church.

MVAS 2 is located in Copperkins Lane at the junction of Deep Acres.

MVAS 3 located in North Road at the junction of Long Park.

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

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

MVAS 6 was delivered to the office in June 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 is an agenda item at the next meeting.

At the June 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. Disappointingly little progress has been made but I'm still hopeful that we can make this happen. Simon Garwood, the LAF manager, has been asked to try and link our scheme with a proposal in Penn. I will raise it at the next meeting scheduled for 1 October.

Council is asked to approve the submission of a request for matched LAF funding for a permanent VAS sign on the Amersham Road located facing Chesham, north of Clifton Avenue where the speed limit changes from 60mph to 30mph. It is assumed that we will be able to use the existing power supply to the 30mph roundel sign.

SWARCO costs for the sign, post, installation, commissioning and Bluetooth functionality is £3710

TfB costs for approval and supervision estimated at £2000. This will be confirmed at a later date.

SWARCO Silver level 5 year extended warranty £268.80 for the period.

Devolution

Tool shed has done a good job siding out large sections of the pavement on both sides of the Amersham Road although there is still more to do. Weed killing treatment on all roads in the parish remains outstanding.

Street Lighting

Council is requested to approve expenditure of (£1500 estimated) to replace the damaged column in Glebe Way. I'm hoping to have a quote in time for the meeting.

The new street lighting has been installed but still not commissioned in Milton Lawns. The delay is with UKPN although I'm informed that Sparkx is now approved to carry out the jointing works.

2018 heritage street lamp replacements have been completed! We have one lamp in stock which will be used in Glebe way when we replace the damaged column.

As agreed at the June meeting, we have yet to issue a tender to 3 contractors to supply power to the street light in Glebe Way.

As agreed, I have written to all residents of Bois Avenue asking for their views on the installation of an additional street light with a response deadline of Friday 20 September. If it's a favourable, I will ask Council to approve funding at the October meeting.

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, a local resident, 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.

This work has not been done as promised and I have written to Cllr Williams again asking him to chase up.

Meetings Attended

On the 4 September I attended a BCC Community Roundtable event in Aylesbury about the dangers of Radicalisation in our community. The panel consisted of 3 excellent speakers, one from the Home Office and 2 from BCC – security and education specialists. The event was well attended by a wide range of organisations and members of the local community. **Channel** is an organisation focusing on preventing radicalisation and I have a couple of leaflets detailing its activities which I will table at the meeting.

I also attended on 3rd September, with Cllr Conway, a Unitary Authority brand focus group held at CDC offices. The group were asked to give feedback on 3 Buckinghamshire Council visual branding proposals and the following 4 brand values:

1. Protecting Vulnerable People
2. Healthy, Vibrant and Resilient Communities
3. Enhancing Our Environment
4. Prosperous County

War Memorial

Having inspected the war memorial this week I believe the time is right for us to consider carrying out some cleaning and restoration work during the next financial year. I will circulate some photos separately and have attached some information from the War Memorials Trust which indicates that we may be able to obtain a grant towards any works we undertake.

Does Council agree that we should undertake this as a project and develop a proposal for Council approval? Is this the remit of Transport or Common and Woodlands?

Cllr David King 6 Sept 2019

Council Meeting 9th September 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.	<p>Ongoing The latest draft plans and proposals, which were presented at the Consultation meetings in March, have been uploaded to the Church website together with FAQs, and an update on the latest developments following the Church's pre-planning meetings with Chiltern District Council. Links to this website are on the Parish Council website and have been repeated on its social media outlets.</p> <p>WG has commissioned independent analysis regarding the Transport and Heritage impact of the development from specialist consultants. WG requested additional information from St Leonards in July about their own data underlying assumptions in these areas. At that point, the Church considered it premature to release this information, but we have now requested a meeting following their pre-planning advice.</p> <p>Councillors should note the August update development newsletter produced by the Church for its community: https://docs.wixstatic.com/ugd/f71893_9ba9e2d11ce4471d959f35dd990b8d88.pdf</p>
To ensure residents are aware of the proposals and promote attendance at consultation events.	<p>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.</p> <p>WG understands from the Church that they intend to hold a further round of consultation/information events for the Village once they have been able to consolidate any changes resulting from the pre-planning meetings that they have had with CDC. CBPC will continue to publicise and encourage residents' engagement with such events.</p>
To engage with the community to gather views.	<p>Ongoing The Working Group has received 3 emails/letters from residents/interested parties expressing views on the development (both positive and negative) since the last meeting. Replies have been sent.</p> <p>Some confusion arose regarding the statement on the Church Website from CBPC. It has been explained that the statement was read out in a public meeting and is therefore in the public domain and cannot be amended. It is neither an endorsement for or against the development. WG will hold meetings with any residents' groups (including Neighbourhood Watch groups), <u>should they be requested</u>. The Parish Council website and its social media outlets have underlined CBPC interest in receiving all views. However the Parish Council is not proposing to approach groups asking for feedback as this could be interpreted as favouring some groups over others.</p>
To liaise with St Leonards on requirements for Parish Council office within the Centre.	<p>Ongoing</p>

Action for Council

Councillors are invited to note the progress against objectives made.

Cathy Woolveridge
September 2019