

Climate Change and Chesham Bois Parish Council: October 19 Council Meeting

The UK Parliament has declared a National Climate Emergency. See BBC article <https://www.bbc.co.uk/news/newsbeat-47570654>

Increasingly local councils are passing motions on climate change, to date around 60 have passed climate change resolutions. For example, to list just two:

- Bristol City Council - [carbon neutral by 2030](#)
- London Borough of Tower Hamlets - [carbon neutral by 2025](#)

And Parish Councils are doing the same thing, again just listing a couple:

- Frome Town Council - [carbon neutral by 2030](#)
- Glastonbury Town Council - [carbon neutral by 2030](#)

Chesham Bois Parish Council should help contribute towards this national effort:

- Reduce CO2 emissions
- Cut down on single use plastic

We should do this both internally and help our residents do the same.

CBPC to consider ways in which it can become more environmentally friendly by reducing carbon emissions and reducing consumption. For example, could we:

- 1. work towards 20mph speed limits throughout the parish to encourage walking and cycling*
- 2. hold a "single use plastic" free fete next year, with prominent recycling facilities for other materials*
- 3. refrain from using single use plastic and use bio-degradable cups etc. both internally and at all future CBPC events*

Cllr Rob Heath

7th October 2019

Council Meeting 14th October 2019

Clerk's Report & Correspondence

Councillor Training

Councillors were emailed details of current BMKALC training events. Cllr Large and Cllr Conway Read are to attend the Creating Constructive Community Engagement course on 29th November.

Councillors are asked to let the Clerk know if they wish to attend any of the training courses. It is noted that Cllr Large would like to attend the next 'Finance Training for Councillors' when the next course is arranged

Memorial Applications

During September two memorial applications have been processed.

Insurance Claims:

10 June 19: Amersham Road Fallen Ash Tree Damage to Car: Our insurers have been provided with all the paperwork; the claimant has been provided with the incident number and contact details.

25th September 19: South Road Fallen Branch Damage to Car: Our insurers have been provided with all the paperwork; once our insurers have allocated a claims agent the claiming will be informed.

Correspondence *Email from Chilterns-Dial-a-Ride* thanking Council's for their support, which plays an important part maintaining CDAR services to the community, helping those who have mobility problems to get out and about.

CHESHAM BOIS PARISH COUNCIL

Balance Sheet

September 2019

Actual
YTD

Assets

CURRENT ASSETS

Debtors	£6,500.00
Vat to be Claimed	£6,378.25
Total	£12,878.25

MONIES HELD

Unity Current Account	£6,037.93
Unity Deposit Account	£68,121.29
Cambridge Building Society	£16,706.16
National Savings Account	£100,000.00
Other monies in hand	£1.79
Total	£190,867.17

Total Assets

£203,745.42

Liabilities

MONIES OWED SHORT TERM

Creditors	£29,819.96
Payroll Taxation	
Total	£29,819.96

Total Liabilities

£29,819.96

Assets less Liabilities

£173,925.46

REPRESENTED BY:

Reserves

		Spent YTD	Remaining
General Reserves	£33,780.29	£2,031.00	£31,749.29
Burial Ground Reserve	£16,500.00		£16,500.00
Common & Woodlands Reserve: 10 year Management Plan	£42,397.00	£13,800.00	£28,597.00
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	£21,531.00	£122,264.79

Income & Expenditure
Account

£51,660.75

-£0.08

£173,925.54

Chesham Bois Parish Council: Income & Expenditure

September 2019 50% through year	Annual Budget	Current Period	Current YTD	Budget Remaining	Over / Under	Target 50%
INCOME						
Precept	£78,094.00	£39,047.00	£78,094.00	0.00	-65,078	100%
Interest Received	£1,100.00	£139.86	£668.59	431.41	-485	61%
Burial Ground Plots	£18,400.00	£300.00	£9,200.00	9,200.00	-6,133	50%
Burial Ground Memorials	£2,200.00	£500.00	£2,699.83	499.83	-2,333	123%
Burial Ground Other income	£10,000.00	£400.00	£5,000.00	5,000.00	-3,333	50%
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	£40,386.86	£101,057.24	18,061.58	81,204	85%
EXPENDITURE						
SALARIES, PAYE & NI						
Clerk Salary	£22,608.00	£1,684.07	£10,104.42	£12,503.58	-6,336	45%
Employers National Insurance	£1,520.00	£133.18	£799.08	£720.92	-546	53%
Employers Pension Scheme	£4,840.00	£385.65	£2,313.90	£2,526.10	-1,507	48%
Total	£28,968.00	£2,202.90	£13,217.40	£15,750.60	-8,389	46%
ADMINISTRATION						
Photocopier Costs	£300.00		£152.22	£147.78	-102	51%
Stationery & Office Supplies	£250.00	£7.12	£84.06	£165.94	-42	34%
Telephone & Broadband	£400.00	£37.74	£226.94	£173.06	-160	57%
Postage	£100.00		£58.56	£41.44	-42	59%
Office Rent	£400.00		£200.00	£200.00	-133	50%
Office Electricity	£750.00		175.09	£574.91	-50	23%
Wages - Cleaning	£300.00	£25.00	£150.00	£150.00	-100	50%
Equipment & Software	£900.00	£179.99	£397.98	£502.02	-248	44%
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	£443.00	£936.00	£264.00	-736	78%
Advertising	£200.00			£200.00	33	0%
Clerk/Cllr/Sundry Expenses	£150.00			£150.00	25	0%
S137 Grants						
Total	£9,770.00	£692.85	£4,535.71	£5,234.29	-2,907	46%

BURIAL GROUND						
Burial Ground Maintenance	£12,000.00	£653.77	£2,801.78	£9,198.22	-802	23%
Water	£120.00		£10.84	£109.16	9	9%
Electricity	£170.00		£100.77	£69.23	-72	59%
Sexton Costs/Wages	£4,000.00	£526.67	£2,260.02	£1,739.98	-1,593	57%
Memorial Safety	£1,000.00			£1,000.00	167	0%
Chapel Maintenance	£500.00		£380.00	£120.00	-297	76%
Advertising & Marketing	£4,000.00		£1,604.25	£2,395.75	-938	40%
General Costs	£100.00	£89.80	£101.80	-£1.80	-85	102%
Total	£21,890.00	£1,270.24	£7,259.46	£14,630.54	-3,611	33%
COMMON & WOODLANDS						
Ground Maintenance	£8,750.00	£315.85	£1,263.40	£7,486.60	195	14%
Pond Maintenance	£2,000.00		£495.00	£1,505.00	-162	25%
Consultancy & Tree Inspections	£2,500.00		£50.00	£2,450.00	367	2%
Emergency Treework	£16,000.00	£160.00	£11,185.00	£4,815.00	-8,518	70%
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	£475.85	£13,480.40	£28,428.24	-6,496	32%
C&W Expenditure Funded Reserve		£13,800.00	£13,800.00			
TRANSPORT & HIGHWAYS						
Streetlights Maintenance	£1,000.00		£595.00	£405.00	-428	60%
Streetlights Electricity	£3,150.00	£281.83	£1,363.67	£1,786.33	-839	43%
General Costs	£1,000.00			£1,000.00	167	0%
Devolved Services	£4,200.00	£1,298.50	£2,972.50	£1,227.50	-2,273	71%
MVAS	£3,200.00		£3,719.01	-£519.01	-3,186	116%
Total	£12,550.00	£1,580.33	£8,650.18	£3,899.82	-6,559	69%
Transport Expenditure Funded Reserve			£5,700.00			
VILLAGE COMMUNITY						
Events	£2,800.00	£351.29	£908.34	£1,891.66	-442	32%
Walking Map	£500.00		£745.00	-£245.00	-662	149%
Communications	£750.00		£600.00	£150.00	-475	80%
Total	£4,050.00	£351.29	£2,253.34	£1,796.66	-1,578	56%
General Reserves Expenditure Funded Reserve			£1,050.00			
GRANTS						
Funded from General Reserve		£981.00	£981.00			
Total	£0.00	£981.00	£981.00			
Total Expenditure	£119,136.64	£21,354.46	£70,927.49	-	11,359	60%
NET SURPLUS(DEFICIT) Before Reserve Transfer		-£17.82	£19,032.40	£30,129.75		
Reserve Transfers			£14,781.00	£21,531.00		
NET SURPLUS(DEFICIT) After Reserve Transfer			£33,813.40	£51,660.75		

Chesham Bois Parish Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2019

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
1. The audit of accounts for Chesham Bois Parish Council for the year ended 31 March 2019 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website.
2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Chesham Bois Parish Council on application to: (a) <u>Parish Clerk Chesham Bois</u> <u>Parish Council, Glebe Way,</u> <u>Chesham Bois HP6 5ND</u> <u>01494 432585 Clerk@cheshamboispc.org.uk</u> (b) <u>10am until 2pm</u> <u>Monday, Wednesday and</u> <u>Friday</u>	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR (b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any person on payment of <u>£0.10</u> (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) <u>C. Sarge</u>	(d) Insert the name and position of person placing the notice
Date of announcement: (e) <u>13 Sept 2019</u>	(e) Insert the date of placing of the notice

Section 3 – External Auditor Report and Certificate 2018/19

In respect of **Chesham Bois Parish Council - BU0044**

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2019; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2018/19

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2018/19

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2019.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

07/09/2019

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2018/19 in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

1. Management Plan for the Common and Woodlands

The tree felling works scheduled for Tenterden Spinney have taken place with remarkably little disruption or complaints from the public. All the logs have been removed and branch waste has been chipped and removed. Considering the heavy machinery that was used, the gravel path through the spinney has hardly been touched. A date has not yet been set for the work in Bois Wood.

John Morris has advised that if we can replant in Tenterden Spinney by March 2020 it might be an advantage before weeds take hold, so we will be in contact shortly with the Woodland Trust to see if we can obtain their free tree packs. Approximately 150 trees will be needed for the Spinney; the Chiltern Society have already advised that they can help with planting but it would be good to get local schools involved too.

2. Burial Ground Maintenance

The annual clearance of nettles and brambles from the Woodland Burial Ground has just taken place and we have appointed a contractor to fell the ash and prunus trees by the car park.

Hedges between the New Formal Burial Ground and Woodland Ground should be cut at the last maintenance visit of the season but we will leave the hedge between the Old Formal and New Formal as advised by the wildlife reports we have been receiving.

3. Common Maintenance

We are waiting on recommendations and costings for planting some new trees at the junction of Chestnut Lane and Sycamore Road.

The Chiltern Society volunteers helped to clear a large amount of laurel on the Common between North Road and Laurel Court. It was too wet to burn, however, so piles have been left to rot down and as wildlife habitat.

4. Request for an easement over common land

An appointment on site with the owner of 18, Long Park Close to look at his request for an easement has yet to be arranged.

Cllr C Thomas



Council Meeting 14th October 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 Recent testimonials praising CBBG and its staff have been added to the BG website, together with news of the ICCM Cemetery of the Year Silver Award. Relevant documents and our website now show the Silver Award logo.</p> <p>Press notices have been provided to the Bucks Free Press and Your Amersham to cover both the Open Day event and the ICCM award.</p> <p>Cllr Large and Clerk will be attending training on social media techniques. Lessons and best practice learned will be reflected in future social media strategies to raise the BG profile.</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. 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>
Evaluating Impact of Advertising and marketing initiatives to inform future decisions	<p>Ongoing WG met on 12th July to agree an advertising strategy in various publications. 10% budget remains uncommitted to enable new approaches to be evaluated if affordable later in the financial year.</p> <p>There have been 2 formal interments with associated plot purchase and reservation since the last report. One was from local knowledge, the other was secured at the Open Day.</p>
Developing plans for future Burial Ground Events	<p>Ongoing The second Burial Ground Open Day was successful both in terms of visitor satisfaction and also resulted in plot purchase. These will be continued. WG has expressed interest in further events associated with the meadow and its wildlife (including a bat walk) and these plans will be developed.</p> <p>This item will also include longer term planning for the Burial Ground centenary in 2024, as plans develop.</p>
Review Fees and Charges as appropriate. ICCM best practice is that fees and charges are formally reviewed	<p>Ongoing. 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</p>

every 3-5 years. WG should also review informally annually alongside budget setting exercise.	current fees schedule with those of other local, and competitor, burial grounds.
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>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. 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 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. • Damp has been discovered in the internal Chapel walls at the rear lhs. Clerk will commission expert opinion and contractors to rectify, in conjunction with CWBGMWG • Develop plans to improve planting and seating near entrance/toilet/Chapel area once diseased trees have been removed • Consider installing a new shelter for the Woodland Burial Ground mourners where large shed currently stands.

Other Items

ICCM Awards

CBBG was a Silver Cemetery of the Year 2019 Award on 24th September in a ceremony during the ICCM Learning Convention and Exhibition in Kenilworth. Sam and Katie represented CBBG at the exhibition and received the award. A photo and press notice was agreed with ICCM and has been used with local press. We are now entitled to use a specific logo. Clerk is pursuing obtaining a plaque relating to the award which can be displayed in the Burial Ground.

The next awards cycle will be in 2021. In the meantime, WG will analyse the marks awarded to CBBG in 2019 and identify any areas for further improvement.

Clerk and Sexton were able to gather considerable information about best practice and also from potential suppliers of useful services at the exhibition, and this will feed into further improvements to BG facilities and administration. For example, a “soil box” has been procured, to meet the needs of those families who request one.

Action for Council

Councillors are invited to note the progress against objectives made.

Jane Large
3 October 2019

Transport Working Group Report for 14 October 2019 Council Meeting

Mobile Vehicle Activated Sign (MVAS)

We now have 6 MVAS signs operational in the parish as detailed below:

MVAS 1 was relocated in Bois Lane near the Zebra Crossing on 12 Oct.

MVAS 2 was relocated to Holloway Lane from Copperkins at the junction of Deep Acres on 12 Oct.

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

MVAS 4 was relocated to Copperkins at the junction of Deep Acres from Amersham Road outside the Beacon school facing Amersham on 12 Oct.

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

MVAS 6 is a solar powered unit and is located on the Amersham Road, outside the Beacon school, facing Amersham from the 12 Oct. The sign did not start when installed which may be due to low battery power and no sunlight. I will monitor during the next week.

No data has been downloaded this month.

LAF

I attended the LAF meeting held on 10 October at Hervines Park.

The proposed parking survey in Amersham and Chesham Bois is moving forward, albeit slowly, and the 3 Councillors leading the project aim to circulate maps for public consultation during the next 4 weeks. Graham Harris & I agreed that Glebe Way be considered for a 1 hour parking limit with no further restrictions on Bois Lane. Chestnut Lane will probably be considered for a 1hour parking ban between 11am and 12 Noon. The major consideration will be displacement of commuter parking, as a result of new restrictions, to roads not currently affected.

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. Simon Garwood, the LAF manager, has been asked to try and link our scheme with a proposal in Penn. I raised this at the meeting and progress is slow but I'm still hopeful we may make headway before the end of the year.

I raised the issue about the change of route of the 55 Bus that no longer goes direct to Stoke Mandeville hospital from Amersham as a local resident wrote to the Clerk asking us to lobby for its reinstatement. I was informed that this has already been taken up with the bus company and they claim that there is insufficient use of the service to justify it operating. Amazingly, BCC have no power to oblige bus companies to operate community sensitive routes. As one councillor said at the meeting "it's a case of use it or lose it"!

The Police confirmed that their priorities for the next 3 months as agreed at the Chiltern community forum meeting are:

- Drugs
- Speeding
- Burglary

There has been significant activity by the police against the County Lines drug organisations although they were not able to share detail due to confidentiality.

The Police confirmed they are conducting 2 speed enforcement operations per month in our area.

Chiltern and South Bucks have the highest burglary rates in the Thames Valley area and during the last quarter there have been 28 burglaries in Amersham compared to 18 last year. The police are using ANPR technology to identify perpetrators driving into our area.

Devolution

It is confirmed that the Devolution programme has been extended to March 2022.

Street Lighting

The replacement street light for Glebe Way has been ordered from Sparkx.

I'm not sure if the new street lighting installed Milton Lawns. Has been commissioned and will try to verify before the meeting.

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 agreed to tender to 3 contractors to supply power to the street light in Glebe Way. This tender was issued on 16 Sept with a 1st Oct response deadline. 2 companies subsequently declined to respond. Sparkx have submitted a price of £8811.80 + VAT. Approval for expenditure will be requested at the November meeting.

As agreed, I wrote 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. As expected, opinion was divided with a vote of 10 in favour and 7 against. The working group is considering next steps.

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 still not been done as promised and I have written to Cllr Williams again asking him to chase up and raised the matter at the LAF.

Meetings Attended

I attended the Chiltern Community Forum on 10 September where the police priorities for our area are decided for the next 3 months.

I am attending a Social Prescribing event at King's Church on Thursday 17 Sept.

Cllr David King 13 Oct 2019

Council Meeting 14th October 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 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. WG will commission independent analysis regarding the Transport and Heritage impact of the development from specialist consultants – and the Church have agreed to make their report (data and conclusions) available but have asked that we provide our feedback to them so that they can further improve their plans. Cllrs to consider this request but it should be noted that the raw data will be made available even if we do not agree to this.</p> <p>WG met representatives of the St Leonard's project team on 8th October to learn more about how the project plans were evolving subsequent to the pre-planning discussions with Chiltern District Council. WG were shown the amended plans which will be made available on line within the next week. PC website and social media will be updated to encourage traffic to the new outline plan.</p> <p>The WG has also been copied into correspondence between St Leonard's Church and CDC regarding these pre-planning discussions, which is subject to a FOI request by a local action group.</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. The Church confirmed that they intend to hold a further presentation event for the Village at the beginning of November 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 8 emails from residents expressing views on the development since the last meeting. Replies have been sent to all bar one, which awaits input from Transport WG.</p> <p>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's 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 –as part of the 8th October meeting further input was sought from Sam which highlighted the need for secure storage space and privacy for her work when others are in the shared space. Plans will be drawn up to address this and some form of access point/counter may be the solution. It should be noted that the Council will need to book meeting rooms for Council and other Meetings.</p>

Action for Council

As the plans have evolved there have been further changes, which may alter public viewpoints – it is therefore key that the Council attends the Public Meeting in November to ascertain the response to changes. As before, we should consider making a statement to be read out at that meeting which will detail how we propose to manage our input into the planning process, detailing the criteria upon which any decision is made.

Given the significance of the development to the area, it would be sensible to call an Extraordinary Meeting to consider the planning response, rather than delegating to the Planning Committee, so that all Councillors are involved in the process. As some will not be aware of the issues which should/can be taken into account from a planning viewpoint, the Planning Committee should consider providing some training regarding the relevant issues. There will be a number of decisions regarding aspects of the development, which should be tabled prior to the meeting and form the agenda.

The meeting itself is likely to require more space than is available in the Council Offices and will need booking as soon as we have a date for planning. We should consider being more flexible on the time given to the public to make their views known (v the allotted 15mins).

- *Councillors are to consider the Church request to have access to our experts' report, once received.
- * Councillors are requested to agree the basis of attendance at the next Public Meeting
- * Councillors are requested to agree the approach to the Planning Decision process.

Cathy Woolveridge
October 2019

Buckinghamshire Rights of Way Improvement Plan

Consultation Questionnaire

Introduction

This consultation is a final opportunity to provide your views about our draft Rights of Way Improvement Plan (ROWIP). The plan sets out our priorities for improving the county's public rights of way over the next 10 years. A high quality, well maintained public rights of way network gives people opportunities to enjoy the local environment, lead healthy lifestyles and travel more sustainably. It contributes to Buckinghamshire being a great place to live, work and visit.

Earlier in 2019 we asked local residents and organisations to let us know their views around what our priorities should be for rights of way. We received around 1500 responses, which indicates just how important rights of way are to local people. We have taken these views into account in producing this draft plan.

This consultation will help us check whether we have come to the right conclusions. All responses will be considered as we produce a final version of the plan early in 2020. The final version will be put to our Cabinet Member for Planning and Environment for approval, before being adopted by the Council.

The draft plan and supporting evidence are available to view at www.buckscc.gov.uk/rowip. The consultation is open from **9am on Tuesday 1 October 2019** until **5pm on Tuesday 24 December 2019**.

Please be assured that the information you provide will be used only for the purposes of this consultation. It will remain confidential and be stored securely in line with data protection laws. [Blackwood Bayne](#) is acting on our behalf to gather your feedback

Your interest in the Improvement Plan

1. Which of the following description applies to you? Please select all that apply

- ☐ A resident of Buckinghamshire
 - ☐ A regular visitor to Buckinghamshire
 - ☐ A parish, town, district or county councillor
 - ☐ A Buckinghamshire business owner
 - ☐ An employee working in Buckinghamshire
 - ☐ A public rights of way volunteer
 - ☐ An official representative of a district, town or parish council, providing an agreed response for the organisation (*please provide the council's names below*)
 - ☐ An official representative of a community group or charity, providing an agreed response for the organisation (*please provide the organisation's name below*)
- Council or organisation name.

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Understanding the Improvement Plan

2. How easy or difficult is it to understand the Plan?

- ☐ Very easy
- ☐ Easy
- ☐ Neither easy nor difficult
- ☐ Difficult
- ☐ Very difficult

3. What could we do to make the Plan easier to understand?

Content of the Improvement Plan

The Plan has been split into the following sections

- Introduction
- Mapping the network
- Looking after the network
- An evolving network
- Knowing where to go
- Access for everyone
- Effective delivery

4. Do you think we've included the right information in each section?

Section	Yes	No	I'm not sure
Introduction			
Mapping the network			
Looking after the network			
An evolving network			
Knowing where to go			
Access for everyone			
Effective delivery			

5. What do you think we should add or change to improve the Plan?

Further comments

6. If you have any other comments about the Plan, please provide them below

About you

This information helps us understand the responses we receive, and plan how we can improve our communications in the future.

7. How would you describe your gender?

- ☐ Male
- ☐ Female
- ☐ Other
- ☐ I would prefer not to say

8. Which age range are you in?

- ☐ 16– 24
- ☐ 25 – 34
- ☐ 35 – 44
- ☐ 45 – 54
- ☐ 55 – 64
- ☐ 65+
- ☐ I would prefer not to say

9. What is your full postcode?

10. How would you describe your ethnicity?

- ☐ White: English/Welsh/Scottish/Northern Irish/British
- ☐ White: Other European
- ☐ Black/African/Caribbean/Black British, African, other Black
- ☐ Asian/Asian British, Indian
- ☐ Mixed/Multiple ethnic groups
- ☐ Other ethnic group
- ☐ I would prefer not to say

11. Do you consider yourself to have a disability, physical impairment or health issue that's lasted for 12 months or more and affects your day-to-day activities?

- ☐ Yes
- ☐ No
- ☐ I would prefer not to say

12. Please indicate the nature of your impairment or disability (please choose all that apply)

- ☐ Physical impairment
- ☐ Long standing illness or health condition
- ☐ Sensory impairment (hearing, sight or both)
- ☐ Mental health condition
- ☐ Learning disability
- ☐ Other
- ☐ I would prefer not to say

Thank you

Thank you for taking part in the consultation.

If you have any questions about this consultation please email

rowip@blackwoodbayne.co.uk

All feedback will be taken into account and final amendments will be made to the draft Plan, which will be put forward for approval early in 2020. For updates on progress please visit our website at www.buckscc.gov.uk/rowip