

Chesham Bois Parish Council

Minutes of the Council Meeting held remotely at 8.00pm on Monday 9th November 2020

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

IN ATTENDANCE: Mrs S Payne (Clerk) and 28 Members of the Public.

56.1 Questions and Comments from the Public.

A resident from South Road spoke regarding Council's decision to support the amended planning application for the redevelopment of the Parish Centre. He stated that the increase in the number of parking spaces would not solve the problem of increased traffic. He gave the Kings Church in Amersham as an example for comparison whereby overspill car parking always takes place on surrounding roads during events as well as causing an increase in traffic congestion. He noted that Glebe Way is not designed to take heavy traffic and the junction of Glebe Way and Bois Lane is already an accident hotspot.

The owner of The Old Rectory expressed concern regarding Council's decision to support the amended planning application for the redevelopment of the Parish Centre. Since Council's decision a SuDS report has been submitted to Bucks Council which highlights surface drainage issues within the Glebe Land as well as a report from Thames Valley Police which indicates the need for high vision lights and higher security fencing. He asked Council to reconsider their decision to support the application.

A resident from North Road asked Council to explain their decision on 5th October 2020 and take the opportunity under agenda item 56.5 to rescind this decision given the additional reports from Thames Valley Police, Environmental Health, SuDS and the withdrawal of the emerging Local Plan. He stated that Council had ignored the views of residents and asked Council to reconsider.

A resident wished to challenge a number of assertions made by Cllr Harbottle on 5th October 2020. It was stated that there was sufficient parking provision in the amended planning proposal but the Thames Valley Police report states that not all the parking spaces may work and with the withdrawal of the emerging Local Plan there may be a requirement to increase the number of parking spaces provided. It was stated that there would be infrequent times when there would not be enough parking spaces, but the Church statement states that they are looking for maximum use seven days a week. It was stated that the new parking restrictions on Glebe Lane would mean there would be no safety issues, but these new parking restrictions are only in place Monday to Saturday 8am to 6pm. The resident questioned the argument that the pastoral work of the Church requires a 275-seater hall which is single use.

A resident asked Council to explain how with the views of a large number of residents against the planning application Council voted to support the application.

A resident stated that Council had a responsibility to protect the Conservation Area and respond to the opinions of residents who are against the current proposals.

56.2 Apologies for Absence. None received.

56.3 To Receive Declarations of Interest or Dispensations Relating to this Meeting.

Cllr Harbottle, Cllr Harrison, Cllr Hartley and Cllr Woolveridge submitted requests for dispensations for agenda item 56.13 to enable them to remain in the meeting and discuss and vote on matters concerning the complaint against Council in which they are named. The dispensations would remain in place until the matter was concluded. Council voted 8 to 2 to grant the dispensations for Cllr Harbottle and Cllr Hartley. Cllr Bailey and Cllr King voted against. Council voted 7 to 2 to grant the dispensations for Cllr Harrison and Cllr Woolveridge. Cllr Bailey and Cllr King voted against. Cllr Harrison abstained when Cllr Woolveridge's request was considered and Cllr Woolveridge abstained when Cllr Harrison's request was considered.

- 56.4 To Approve the Minutes of the Council Meetings held on 5th & 12th October 2020.**
The minutes of the 5th October 2020 were approved by a vote of 7 to 3. Cllr Bailey, Cllr Buckingham and Cllr King voted against and Cllr Conway Read abstained.
The minutes of the 12th October 2020 were approved unopposed.
The minutes will be signed by the Chairman at the earliest opportunity. **Action: Clerk**
- 56.5 To Rescind Resolution 54.4 from 5th October 2020 Extra Ordinary Council Meeting: ‘to support planning application PL/20/0401/FA’. In accordance with Standing Order 7(a) the Clerk having received a Motion signed by three Councillors to rescind Resolution 54.4 given the existence of additional information.**
Cllr Bailey asked Council to rescind their decision to support the amended planning application given the existence of additional reports from Thames Valley Police, Environmental Health, SuDs, the Tree Officer, the Urban Design Officer and the Chiltern Society.
Cllr Harbottle noted that with the withdrawal of the emerging Local Plan, the Buckinghamshire Countywide Parking Guidance document is intended to be the core parking guidance for Buckinghamshire and follows the same standards as the emerging Local Plan. He noted that the Thames Valley Police report when read alongside the Urban Design report highlights differences with regard to proposed boundary treatments which will need to be solved by the planning authority.
Cllr King asked Council to rescind the decision taken on 5th October 2020 and reconsider their response at a future meeting.
It was resolved by a vote of 7 to 4 not to rescind resolution 54.4 to support planning application PL/20/0401/FA. Cllr Harbottle, Cllr Harrison, Cllr Hartley, Cllr Heath, Cllr Large, Cllr Thomas and Cllr Woolveridge voted against.
- 56.6 To Review and Adopt the Updated Standing Orders.**
It was resolved to amend Standing Order 12f so that draft minutes or recordings of a meeting that are not unanimously approved are not deleted and are retained for 12 months, with Council being informed when the 12-month period is due to expire. With this additional amendment the updated Standing Orders were approved unanimously. **Action: Clerk**
- 56.7 To Consider Using an Electronic Filing System (such as Google Drive/Microsoft Teams/OneDrive) to File Both Council Meeting Papers and Working Group Documentation.**
Cllr Heath demonstrated how Microsoft Teams could be used by Council to create groups and store documents. It was noted that the use of Google Drive to circulate documents for the current meeting had worked well. It was agreed that Cllr Heath would investigate the different aspects of the Google and Microsoft offerings and trial them with Cllr Woolveridge and the Clerk.
Action: Cllr Woolveridge/Cllr Heath/Clerk
- 56.8 To Receive the Clerk’s Report**
Council considered an appropriate ashes interment fee when three sets of ashes are interred at the same time and Council are only required to pay one Sexton fee. **It was resolved unanimously that the total fee for the three ashes interments be reduced by one third.**
Action: Clerk
- 56.9 Finance.**
- a) The financial reports for October were noted.
 - b) The following payments were approved: **It was resolved that the payment of £50 to the Royal British Legion Poppy Appeal for the Remembrance wreath be made in accordance with Council’s powers under Section 137 of the Local Government Act 1972.**

| Payments | NET | VAT | Amount | Description |
|-----------------------------------|-----------|--------------|------------------|---|
| Buckland Landscapes Ltd | £969.62 | £193.92 | £1,163.54 | Oct 20 Grounds Maintenance |
| Chesham Town Council | £662.00 | £132.40 | £794.40 | Sept 20 Verge Cut/Footpath strimming & Clearing |
| Cipher Graphics Ltd | £591.74 | £0.00 | £591.74 | 2020 Annual Report Printing |
| iTransport LLP | £804.00 | £160.80 | £964.80 | 2 nd Transport Report on PCR proposals |
| Printerland | £365.56 | £73.11 | £438.67 | Magenta & Cyan Printer Toner |
| Royal British Legion Poppy Appeal | £50.00 | £0.00 | £50.00 | Remembrance Wreath |
| SLCC Enterprises Ltd | £30.00 | £6.00 | £36.00 | Rights of Way Webinar Training (Clerk) |
| Your Amersham | £117.00 | £0.00 | £117.00 | BG advert in Oct issue of Your Amersham |
| Your Chesham | £118.00 | £0.00 | £118.00 | BG advert in Oct issue of Your Chesham |
| Southern Electric | £268.05 | £51.38 | £319.43 | Oct 20 Streetlight Electricity |
| Utility Warehouse | £41.28 | £8.25 | £49.53 | Sept 20 Telephone/S Broadband |
| Staff Salaries | £1,752.32 | £0.00 | £1,752.32 | Nov 20 Payroll/Pension Contributions |
| | | TOTAL | £6,395.43 | |

56.10 General Purposes – To Receive Reports from Working Groups

a) Common, Woodlands and Burial Grounds Maintenance: Cllr Thomas' report was noted.

- i. *Management Plan:* The Chiltern Society were unable to complete the clearing of the debris ready for planting in Bois Wood nor assist with replanting due to recent changes in the Covid-19 regulations. Instead Councillors planted over 250 trees in the area that had been cleared. The remaining trees have been put in soil and will be planted when the remaining Bois Wood area has been cleared of debris. Replanting in Tenterden Spinney will take place later in the month by a contractor.
- ii. *Tenterden Spinney Play Trail:* The contractor will commence installation at the end of November.
- iii. *Pond:* One quote for the pond refurbishment has been received and another one is expected.
- iv. *Trees:* A resident has offered Council 25 well established indigenous trees for planting this winter. Councillors are to inform Cllr Thomas of potential planting sites. **Action: All**

b) Environmental & Sustainability: Cllr Conway Read's report was noted.

- i. *Survey of Council Land:* Cllr Conway Read had contacted Chesham Natural History Society who suggest that monthly surveys of the trial mowing sites take place between February and October 2021. The Chiltern Rangers have been asked for assistance and Cllr Conway Read will contact the Chilterns Conservation Board and ask if they have volunteers that could help. **Action: Cllr Conway Read**
- ii. *Community Engagement:* The Chiltern Rangers are seeking funding from the Amersham Community Board for a project they are putting together with local schools to promote conservation work with school children. If successful they have agreed to organise some surveys of the trial sites.

c) Parish Centre Redevelopment:

- i. *Correspondence:* Council had been circulated recent correspondence. It was noted that a number of the issues raised within the correspondence have been addressed by agenda item 56.5 and will be discussed later in the meeting under agenda item 56.13 and that the minutes of the meeting held on the 5th October contained the reasoning for Council's decision and were available on the Council's website. Council discussed the need to notify all residents of Council's response to the amended planning application for the Parish Centre. Council voted 8 to 2 to not send a letter to all residents informing them of Council's decision on the planning application. Cllr Bailey and Cllr King voted for and Cllr Buckingham abstained.

d) Village Community:

- i. *Remembrance Sunday [8 Nov 20]:* A number of wreaths and painted stones being laid at the War Memorial throughout the day.
- ii. *Christmas Lights:* A Christmas tree will be erected, and local schools will be invited to make tree decorations in their own time. **Action: VC WG**

e) Burial Ground Management: Cllr Large's report was noted.

- i. *Burial Ground Administration:* A volunteer had been instructed to carry out data entry work on the burials database so that it is in a format that compliments the digital mapping.
- ii. *Improving the Site Amenities:* The leaking tap has been fixed. Cllr Thomas has met contractors to specify the requirements for the New Formal Burial Ground track to support a potential application for matched funding from the Amersham Community Board.

f) Transport: Cllr King's report was noted.

- i. *Grit Bin in Woodside Avenue:* The bin has been relocated to the junction with Milton Lawns.

56.11 Planning Committee

- a) The minutes of the Planning Committee meeting held on 28th September 2020 was noted.

Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it was resolved by a vote of 8 to 2 that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting during the consideration of the following items of business. Cllr Bailey and Cllr King voted against and Cllr Buckingham abstained.

All members of the public left the meeting.

56.12 To Consider Quotes for Year 2 Woodland Management Plan Tree Work on the East Side of the Common

Council considered the three quotes. **It was resolved unanimously that the quote from contractor 'C' in the confidential report dated 6th November 2020 be accepted to carry out the year 2 woodland management plan tree work.** Action: Clerk

56.13 To Consider a Complaint against Council

Council were informed of a potential judicial review claim being made by a resident following Council's decision on 5th October 2020 to support planning application PL/20/0401/FA. Council considered the letter before claim, judicial review form and detailed statement of facts and grounds. It was noted that as Judicial Review legal expenses were exempt under the Council's insurance policy legal expenses would need to be paid from General Reserves.

It was resolved by a vote of 9 to 2 to appoint a solicitor to respond to the letter before claim. Cllr Bailey and Cllr King voted against. Action: Clerk

The Clerk will inform the resident that Council will be appointing a solicitor. Action: Clerk

The meeting closed at 10.20pm