

Chesham Bois Parish Council

Minutes of the Council Meeting held at the Kings Church, Raans Road, Amersham at 8.00pm on Monday 8th November 2021

PRESENT: Cllr R Heath (Vice Chair), Cllr J Bailey, Cllr C Baldwin, Cllr D Buckingham, Cllr P Eckersall, Cllr J Harris, Cllr D King, Cllr S Staite, Cllr Winrow, Cllr A King

IN ATTENDANCE: Ms A Dealey (Clerk)

70.1 Questions and Comments from the Public. None

70.2 Apologies for Absence. Cllr D Conway Read (Chair)

70.3 To Receive Declarations of Interest or Dispensations Relating to this Meeting. None received.

70.4 To Approve the Minutes of the Council Meeting held on 11th October 2021.
Amendment to minute 69.7b was approved. Amendment will be made and minutes to be approved at next meeting.

70.5 Chair's Report
Cllr Conway Read's report was noted

70.6 Clerk's Report
Clerk's report was noted

70.7 Finance

a) Budget information requests for 2022/23 have been circulated to all WG Chairs. Budget and precept to be agreed at next meeting. Proposed budget to be distributed to all Councillors prior to next meeting on December 13th. **Action: Finance WG**

b) Increase in training budget to be considered. Training needs of Councillors, new Clerk and the costs involved to be investigated. **Action: Finance WG**

c) DCK are expected to provide financial reports for September and October 2021 during w/c 15th November to enable WG Meetings to be arranged to discuss budgets in detail. Finance WG currently working through new working process with DCK. DCK to provide a template list of procedures for review by Finance WG. Meeting to be set up with DCK/Finance WG/Clerk week commencing 15th November to review completed procedure list and to provide Clerk with overview of SAGE **Action: Finance WG/Clerk**

Cllr Harris requested 5-year breakdown on common and woodland expenditure.

Action: Finance WG/Clerk

70.8 To Receive Reports from Working Groups

a) **Burial Grounds Management:** Cllr Baldwin's report was noted.
Policy Consultation Briefing - Environmental Permitting Regulations. (DEFRA Consultation). Consultation ends 25th November 2021. BGM WG to meet and report at next meeting. **Action: BGM WG**

b) **Common, Woodlands and Burial Ground Maintenance:** Cllr Harris presented her report.
i. **Tree Surveys:** Following approval at the October meeting, South Bucks appointed and will commence work in January 2022.

Action: CWWG to liaise

- ii. *Ash Die Back Survey*: Should be carried out in late summer Clerk to check whether survey has been done
Action: Clerk
- iii. *Common and BG Maintenance Contract*: WG continue to monitor Bucklands work. Full review of the contract will take place during the winter in consultation with the Burial Ground WG
Action: CWBGM WG
- iv. *New Work*:
Re-staking of rowan trees on Bois Lane triangle – completed.
Removal of tree stump on the Common outside Rectory Cottage and repair of damaged patch. Quote received.
Action: Clerk
Willow tree by pond – two quotes received, 1 request for quote outstanding
Replanting of tree outside Rectory Cottage – recommendation to replace with liquid amber
Action: CWBGM WG
- v. *Pond*: Contact has been made with Chilterns Conservation Board
Action: CWBGM WG
- vi. *Tenterden Spinney*: More work required by Chiltern Rangers. Return visit to be arranged.
Action: CWBGM WG
- vii. *Heatherton House Plan*: Draft licence received. Amendment needed to reflect prevention of use if emergency work needed. Plan of site should be included with licence showing updated area without the path. Final draft to be circulated in advance of next meeting
Action: CWBGM WG
- viii. *Cricket Club Lease*: Council approved use of Firm A to produce new lease for CBCC. Proposed lease to be presented at next meeting.
Action: CWBGM WG
- ix. *Burial Ground Maintenance*: BG WG to produce plan for replanting and renovating Memorial Gardens
Action: BG WG
- x. *Manor House Wall*: Clerk to write to owner asking them to contact their insurers
Action: Clerk
- xi. *Field Maple outside Pond Cottage*: Owner has requested maple tree outside property be reduced. CWWG to inspect.
Action: CW WG
- xii. *Request for Treework in Manor Drive*: Permission from Bucks Council would be required. Clerk to make contact with the owner. If PC agree the work, one of our approved contractors would have to be used.
Action: Clerk
- c) **Environment & Sustainability**: Cllr Baldwin's report was noted. WG will meet in November to discuss plans for the coming year
- d) **Transport**:
 - i Clerk has written to landowner twice with no response. It was resolve that the Clerk would write to Buckinghamshire Council to confirm that the verge is privately owned.
Action: Clerk
 - ii Council resolved to continue with the devolved services agreement for a further year

e) Village Community

- i. WG to present Communications Plan at a future meeting
- ii Remembrance Day Service organisation in hand. Invitations have been sent to all local schools for Christmas Lights Event on 3rd December.

70.9 Future of Transport WG

Cllr Eckersall approved as new Chair of Transport WG. Cllr D King to continue changing batteries in MVAS units.

70.10 Planning Committee

- a) The minutes of the Planning Committee meeting on 11th and 25th October were noted.

The meeting closed at 9.40 pm

DRAFT