

Chesham Bois Parish Council

Minutes of the Council Meeting held in the Parish Office, Glebe Way, Chesham Bois at 8.00pm on Monday 11th September 2023

PRESENT: Cllr L Winrow (Chair), Cllr J Harris, Cllr P Eckersall, Cllr S Staite, Cllr D Buckingham, Cllr V Yadav, Cllr D King, Cllr J Bailey and Buckinghamshire Cllr G Harris

IN ATTENDANCE: Ms A Dealey (Clerk)

91.1 Questions and Comments from the Public - None received

91.2 Apologies for Absence – None received

91.3 To Receive Declarations of Interest or Dispensations Relating to this Meeting

Cllr D King declared an interest in item 91.7 (iii)

91.4 To approve the Minutes of the 10th July Council Meeting

Minutes were approved

91.5 Chair's Report

The Chair requested that thanks were noted to the Councillors and Clerk who assisted with maintenance work in the Burial Ground during the summer.

91.6 Clerk's Report

- i) Two quotes for the restoration of the War Memorial have been received. It was noted that further investigation is required into cause of defective mortar around the perimeter of the memorial. Clerk to seek further advice and report to Council. **Action: CWWG/Clerk**
- ii) Complaint from resident regarding the Londis shop frontage was noted. Clerk to write to owner. **Action: Clerk**
- iii) Complaint from resident regarding cycle tracks created on the common was noted. Signage to be installed in affected area. **Action: Clerk**
- iv) Council approved Emergency First Aid at Work Courses for Cllr J Bailey and Cllr P Eckersall. **Action: Clerk**

91.7 Finance

- i) Finance reports were approved. A deficit was noted on the Burial Ground income for the first 5 months of 2023/24. Revised income forecast for the Burial Ground to be prepared for October Council Meeting. **Action: BGMWG**
- ii) Payments were approved.
- iii) Grant Application from Rotate in the sum of £200 to support Older Persons Activity Morning in September was approved. Clerk to request information and photos of the event so PC support is acknowledged. **Action: Clerk**

91.8 To Receive Reports from Working Groups

a) *Burial Grounds Management WG Chair's Report*

The Chair's report was noted

- i) The service quote for the eco-toilet in the Burial Ground was approved.
- ii) Council resolved to refuse the request for a new memorial bench in the Woodland Burial Ground as it is not possible to add further seating in the Woodland area.
- iii) Council approved low level maintenance plan for the Burial Ground entrance area for the next 12 months at a cost of £1,920 plus VAT. Grounds maintenance not to be carried out during the winter months. **Action: BMWG/Clerk**

b) *Common and Woodlands WG Chair's Report:*

The Chair's report was noted

- i) Oak tree to front of property in Chestnut Lane has been surveyed. No defects were found and works were not deemed to be necessary. Clerk to write to resident. **Action: Clerk**
- ii) Quote received from contractor to install posts on the common to prevent encroachment was approved. Clerk to contact contractor and advise residents. **Action: Clerk**
- iii) Work to the pond is due to be carried out in the winter months. Further information to be sought on the management of the pond. Quote to cut back trees around the pond to be chased up. Top-up of water level to be carried out. **Action: CWWG**
- iv) Easement requests for access across the common – Solicitor to be appointed to draft a model easement which Council can adopt for current and future requests to be agreed and processed on the same terms. **Action: Cllr Staite/Clerk**

c) *Transport WG Chair's Report:*

It was confirmed that the servicing of all MVAS units has been carried out.
FixmyStreet to be first port of call for reporting of pot holes in Chesham Bois. Decision to arrange meeting with Buckinghamshire Highways Department to be deferred to next Council Meeting.
Quotes to be obtained for clearing of footpaths in the Parish **Action: TWG**

d) *Environment Working Group Chair's Report*

- i) It was resolved that quotes would be obtained to clear paths in Thomas Harding meadow in accordance with the maintenance plan. **Action: Clerk**
- ii) It was resolved to accept quotation for installation of boundary markers between the Thomas Harding meadow and adjacent woodland at a cost of £350.00. **Action: Clerk**
- iii) It was resolved that spring bulbs would be planted in parish (five votes in support, two against and one abstention). Sites to be agreed at next Council Meeting. **Action: EWG**

e) *Village Community*

- i) It was agreed that the Summer Fete 2024 would be held on Saturday 15th June.

91.9 Planning Committee

- i) Minutes of 15th August Planning Committee Meeting were noted

It was unanimously resolved that under Section 1 of the Public Bodies (Admissions to meetings) Act 1960, the public be excluded from the meeting for the following item of business on the grounds that they include the likely disclosure of exempt information, stated to be confidential.

91.10 Office Lease

- i) It was resolved the Council would take legal advice and continue to look into other options.

The meeting closed at 10.15 pm