

Chesham Bois Parish Council

Minutes of the Council Meeting held in the Parish Office, Glebe Way, Chesham Bois at 8.00pm on Monday 12th February 2024

PRESENT: Cllr L Winrow (Chair), Cllr J Harris, Cllr P Eckersall, Cllr D King, Cllr S Staite

IN ATTENDANCE: Ms A Dealey (Clerk)

98.1 Questions and Comments from the Public - None received.

98.2 Apologies for Absence – Cllr J Bailey, Cllr V Yadav, Cllr D Buckingham

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

98.4 Co-option to the Council

- i) The Candidate addressed the meeting and took questions. The candidate was then asked to leave the meeting.
- ii) The Council voted unanimously to appoint Karen Keen as Councillor to Chesham Bois Parish Council by co-option.

98.5 To approve the Minutes of 15th January Council Meeting

Minutes were approved

98.6 Chair's Report

The Chair's report was noted.

98.7 Clerk's Report

Clerk's report was noted.

Advice to be sought from Open Spaces Society regarding repair works to track off North Road.

Action: Clerk

98.8 Finance

- i) Finance reports were approved.
- ii) Payments were approved.
- iii) Appointment of Internal Auditor for 2023/24 was approved at a cost of £230.
- iv) Financial Regulations to be further reviewed for approval at the March Council Meeting.

Action: Clerk

98.9 To Receive Reports from Working Groups

a) Burial Grounds Management WG Chair's Report

- i) The Chair's report was noted.
- ii) a) It was resolved to appoint arboriculturist to carry out tree survey work and tree tagging in the Burial Ground at a cost of £550. Clerk to advise contractor. **Action: Clerk**
b) It was resolved to appoint contractor A to carry out tree maintenance work in the Burial Ground at a cost of £1,500. Clerk to advise contractor. **Action: Clerk**

b) Common and Woodlands WG Chair's Report:

- i) The Chair's report was noted.
- ii) It was resolved to accept the quotation in the sum of £450 from professional land surveyor for an initial on-site consultation with a view to the provision of a survey and analysis to establish the boundary between the common and Glebe land. **Action: Clerk**
- iii) The Common and Woodlands WG remit to be amended for approval at March Council Meeting **Action: CWWG/Clerk**

c) Transport WG Chair's Report:

- i) The Chair's report was noted.

d) Environment Working Group Chair's Report

- i) The Chair's report was noted.

e) Communications Working Group

- i) The Chair's report was noted.
- ii) The deadline for Chairs of Working Groups to submit annual reports was confirmed as 11th April

f) Village Community Working Group

- i) The Chair's report was noted
- ii) It was resolved to appoint Chiltern Voice to support the Village Fete in June.
- iii) It was resolved to keep the fete stall fees at the same level as 2022
- iv) It was resolved that local printer will produce fete programme. Quantity to be confirmed.

98.10 Planning Committee

- i) Minutes of 29th January Planning Committee Meeting were noted

It was unanimously resolved that under Section 1 of the Public Bodies (Admissions to meetings) Act 1980, 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.

98.11 Review of Burial Ground costs and procedures

- i) The remuneration for the Burial Ground Custodian for 2024/25 was approved.
- ii) Operational procedures were reviewed. Draft contract to be prepared for Council to review in March, following negotiations with contractor. **Action: BGMWG/Clerk**

The meeting closed at 9.55 pm