

# Chesham Bois Parish Council

## Minutes of the Council Meeting held in the Parish Office, Glebe Way, Chesham Bois at 8.00pm on Monday 10<sup>th</sup> February 2025

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**PRESENT:** Cllr L Winrow (Chair), Cllr P Eckersall, Cllr K Keen, Cllr M Yeomans, Cllr D Buckingham, Cllr J Bailey

**IN ATTENDANCE:** Ms A Dealey (Clerk)

### 112.1 Questions and Comments from the Public

None received

### 112.2 Apologies for Absence – Cllr V Yadav, Cllr S Staite, Cllr C Mellor, Cllr D King, Cllr J Harris

### 112.3 To Receive Declarations of Interest or Dispensations Relating to this Meeting

None received.

### 112.4 To approve the Minutes of 9<sup>th</sup> December and 13<sup>th</sup> January Council Meetings

Minutes were approved.

### 112.5 Chair's Report

- i) The Chair's report was noted.

### 112.6 Clerk's Report

The Clerk's report was noted.

- i) The approval of the Standing Orders was deferred to the March Council Meeting.
- ii) The Co-option Policy was approved
- iii) Following recent fallen tree, arboriculturist to carry out survey of land adjacent to the Burial Ground.

**Action: Clerk**

### 112.7 Finance

- i) Finance reports were approved.
- ii) Payments were approved.
- iii) Clerk to liaise with CWG to draft a Work Order for ongoing IT support requirements

**Action: Clerk**

### 112.8 To Receive Reports from Working Groups

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

- i) The Chair's report was noted. In accordance with the long-term hedgerow management plan, work was completed in January by volunteers to lay the hedgerow between the New Formal and Woodland sections of the BG. The hedge at the entrance to the New Formal area will be laid in October 2025.

#### b) *Common and Woodland WG Chair's Report:*

- i) Council resolved to accept the quotation for tree planting in Bois Wood and Tenterden Spinney. Contractor to confirm whether tree guards are biodegradable. Clerk to advise contractor.

**Action: Clerk**

#### c) *Transport WG Chair's Report:*

- i) The Chair's report was noted. Clerk to look into alternative contractors to maintain streetlighting. Recommendation to be considered at March Council Meeting.

**Action: Clerk**

- ii) TWG looking into improved charger for the MVAS batteries. CBPC may have to consider the purchase of new batteries or consider solar options. Recommendation to be brought to March Council Meeting for consideration. **Action:**

**TWG/Clerk**

**d) Communications Working Group**

- i) The Chair's report was noted
- ii) A budget of £200 was agreed to adopt a new domain name for the existing website and the Clerk's email address to comply with Central Digital and Data Office recommendations.

**Action: CWG/Clerk**

**e) Environment Working Group**

- i) The Chair's report was noted. Following specialist advice, members of the EWG carried out a seasonal tidy up of Bricky Pond to remove debris and clear the perimeter. Water quality to be monitored.
- ii) Clerk to obtain quotes to carry out a survey of the Thomas Harding Meadow. **Action: Clerk**

**f) Village Community Working Group**

- i) The Chair's report was noted
- ii) The Council resolved to purchase 3 x advertising boards to increase public awareness of the Common Clear Ups. **Action: Clerk**
- iii) It was agreed that the 'Tommies' should be installed from 1<sup>st</sup> – 30<sup>th</sup> November each year.
- iv) Quotes to be obtained for a portable generator for use at annual events and the village fete.

**Action: Clerk**

## **112.9 Planning Committee**

- i) Minutes of the Planning Committee Meeting of 27<sup>th</sup> January were noted.

## **112.10 Neighbourhood Plan Update**

- i) The Chair's report was noted.
- ii) Community consultation event to be planned during March 2025. **Action: NPSG**

## **112.11 Planning Appeal PL/22/4074/FA**

- i) Response to CBPC Freedom of Information request was noted
- ii) Response to recent communication from St Leonard's Church to be drafted and circulated to Councillors before response is sent.

It was resolved under Section 1 of the Public Bodies (Admissions to meetings) Act 1970, 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.

## **112.12 Burial Ground**

- i) The council approved resident's request to purchase a plot in the Woodland BG due to exceptional circumstances.
- ii) The Council considered the current fee structure for the Burial Ground and resolved to combine Bands A-B and Bands C-D from 1<sup>st</sup> April 2025.

## **112.13 Request for easement**

- i) If resident wishes to register a deed of easement this will be carried out in accordance with the Council's agreed process. Clerk to contact resident. **Action: Clerk**

The meeting closed at 9.25 pm