

# **Chesham Bois Parish Council**

## **Minutes of the Council Meeting held in the Parish Office, Glebe Way, Chesham Bois at 8.00pm on Monday 14<sup>th</sup> April 2025**

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**PRESENT:** Cllr L Winrow (Chair), Cllr P Eckersall, Cllr S Staite, Cllr K Keen, Cllr M Yeomans, Cllr J Bailey, Cllr C Mellor, Cllr D King, Cllr J Harris, Cllr V Yadav, Ms A Dealey (Clerk)

### **115.1 Questions and Comments from the Public**

None received

### **115.2 Apologies for Absence – Cllr D Buckingham**

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

None received.

### **115.4 To approve the Minutes of 10<sup>th</sup> and 17<sup>th</sup> March Council Meetings**

Minutes were approved and signed by the Chair as a true record

### **115.5 Chair's Report**

- i) The Chair's report was noted. The Chair expressed thanks to Cllr V Yadav who will be standing down from his role as Councillor at the end of April 2025.
- ii) Following the recent successful community litter pick an action was taken for the Village Community Working Group to consider organising community litter picks on a quarterly basis.

**Action: VCWG**

### **115.6 Clerk's Report**

- i) The Standing Orders updated in line with NALC requirements were approved
- ii) The Financial Regulations updated in line with NALC requirements were approved

### **115.7 Finance**

- i) The Chair's report was noted
- ii) 2024/25 Finance reports were approved. Reserve movements were approved - £25,000 to be transferred from the Burial Ground reserve, divided as follows. £10,000 to Neighbourhood Plan reserve, £10,000 to new Legal Advice reserve, £2,000 to MVAS and £3,000 to General Fund.
- iii) Payments were approved to 31<sup>st</sup> March 2025
- iv) Invoices received 1<sup>st</sup> – 9<sup>th</sup> April 2025 were approved

### **115.8 To Receive Reports from Working Groups**

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

- i) The Chair's report was noted.
- ii) It was resolved to accept the quotation for the restoration of the war grave in the Original Formal Burial Ground. Clerk to advise contractor.

**Action: Clerk**

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

- i) It was resolved to accept the quotation to mark the boundary of the Common on Glebe Way. Clerk to advise contractor. **Action: Clerk**  
It was resolved to obtain an updated quotation from a specialist land surveyor to complete the marking of the Common boundary. Quotation to be brought to next Council meeting for review. **Action: Clerk**
- ii) The request by a resident to install a bund on the boundary of their property was considered. Resident will be advised to submit a proposal following further advice from a Highways Engineer. Clerk to contact resident. **Action: Clerk**
- iii) Easement requests from two residents were considered. Cllr S Staite to draft letters of response to include CBPC Deed of Grant template. **Action: Cllr S Staite/Clerk**

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

- i) The Chair's report was noted.  
Devolved Services Agreement has been agreed. Grass cutting areas to be checked and corrected if necessary. **Action: TWG**  
MVAS has been moved from outside Heatherton School to the junction of Woodside Avenue and Green Lane to obtain improved speed data.

**d) Communications Working Group**

- i) Two speakers have been arranged for the Annual Parish Meeting on 19<sup>th</sup> May 2025
- ii) Councillors to note the deadline of 17<sup>th</sup> April for submitting WG reports for the inclusion in the Annual Report 2024/25.

**e) Environment Working Group**

- i) The Chair's report was noted. 'Toad crossing' signs to be replaced for next year.
- ii) The quotation for removal of the fallen tree in the Meadow was approved. Clerk to advise contractor. **Action: Clerk**

**f) Village Community Working Group**

- i) The Chair's report was noted. The Chair thanked all who took part in the successful Common Clear Up on 5<sup>th</sup> April. Similar large advertising boards to be used for the Annual Picnic on 19<sup>th</sup> July. Beating the Bounds to take place on 25<sup>th</sup> May – VCWG meeting to be held prior to the event.

**115.9 Planning Committee**

- i) Minutes of the Planning Committee Meeting of 24<sup>th</sup> March were noted.

**115.10 Neighbourhood Plan Update**

- i) The Chair's report was noted. The pre-submission has been sent to the consultant. Following the consultant's feedback the project will move to the consultation stage.

**115.11 Planning Appeal PL/22/4074/FA**

Legal advice considered and noted. A meeting with local residents' group will be arranged. A short article will be drafted to update residents. Complaints to the Local Planning Authority and Planning Inspectorate to be drafted.

Meeting closed at 9.40 pm