

Chesham Bois Parish Council

Minutes of the Council Meeting held in the Parish Office, Glebe Way, Chesham Bois at 8.00pm on Monday 21st July 2025

PRESENT: Cllr P Eckersall (Chair), Cllr L Winrow, Cllr S Staite, Cllr J Harris, Cllr D Buckingham, Ms A Dealey (Clerk)

118.1 Questions and Comments from the Public

None received

118.2 Apologies for Absence

Cllr D King, Cllr J Bailey, Cllr K Keen, Cllr C Mellor, Cllr M Yeomans

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

None received.

118.4 To approve the Minutes of 9th June Annual Council Meeting

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

118.5 Chair's Report

- i) The Chair's report was noted.

118.6 Clerk's Report

- i) The Clerk's report was noted
- ii) The Picnic on the Common scheduled for 19th July had to be postponed due to bad weather. 23rd August was proposed and agreed as the new date.

118.7 Finance

- i) The finance reports were approved
- ii) The payments were approved. Cllr Staite and Cllr Eckersall to complete bank approvals. Payments to be approved during August by Cllr Winrow and Cllr Eckersall.

118.8 To Receive Reports from Working Groups

a) Burial Grounds Management WG Chair's Report

- i) The Chair's report was noted.
- ii) The Burial Ground Open Day will be held on 20th September. Fee for celebrant to be confirmed.

Action: Clerk

b) Common and Woodland WG Chair's Report

- i) The Chair's report was noted.
- ii)

c) Transport WG Chair's Report:

- i) The Chair's report was noted.

d) Environment Working Group

- i) The Chair's report was noted. The quotes received for the relining of Bricky Pond were considered. Further quotes to be sought for review at the September Council Meeting.

Action: Clerk

118.9 Planning Committee

- i) Minutes of the Planning Committee Meeting of 23rd June were noted.

118.10 Planning Appeal PL/22/4074/FA

- i) Letters to be drafted to the Diocese of Oxford on the subjects of permitted access and confirmation of the parish boundary.

118.11 Neighbourhood Plan

- i) The Chair's report and Project Plan were noted
- ii) The budget request for 2025/26 of £10,000 was approved. The Clerk confirmed that there is a reserve of £10,000 allocated to the Neighbourhood Plan for 2025/26. It was resolved that budgetary control would be delegated to the Neighbourhood Plan Steering Group.
- iii) A 'drop in' event for the local community is planned for the afternoon of Saturday 27th September. Event to be advertised in local press.

Action: Clerk

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.

118.12 Formal complaint

- i) Draft letters of complaint to Buckinghamshire Council and the Planning Inspector were approved. Clerk to submit complaints.

Action: Clerk

118.13 Personnel Matters

- i) Following the successful completion of the CiLCA qualification the Clerk's salary to be increased by 1 point from 1st July 2025.
- ii) Job description to be drawn up for office cleaner to confirm tasks to be carried out on a monthly basis.

The meeting closed at 8.48 pm