

Chesham Bois Parish Council

Minutes of the Council Meeting held in the Parish Office, Glebe Way, Chesham Bois at 8.00pm on Monday 11th November 2024

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

IN ATTENDANCE: Ms A Dealey (Clerk)

109.1 Questions and Comments from the Public

None received

109.2 Apologies for Absence – Cllr V Yadav

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

None received.

109.4 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 to appoint Christopher Mellor as Councillor to Chesham Bois Parish Council by co-option.

109.5 To approve the Minutes of 14th October 2024 Council Meeting

Minute 108.7 (iv) was questioned by Cllr King. The distribution of the funds from the 2024 Fete will be added to the agenda for further review at the next Council Meeting.

109.6 Chair's Report

The Chair's report was noted. The Chair thanked all who volunteered to help with the Remembrance Day Service. The refurbishment of the war memorial will be included in the next article for YourAmersham and added to the Parish Council website and social media. A letter of thanks will be sent to the conservationist who carried out the refurbishment work.

Action: Clerk

109.7 Clerk's Report

The Clerk's report was noted.

- i) The council resolved to approve the updated Risk Assessment Report.
- ii) It was noted that the upgrade to the office PC is ongoing. Further report to be provided at the next Council Meeting.

109.8 Finance

- i) Finance reports were approved.
- ii) Payments were approved. Cllr Staite and Cllr Eckersall to approve bank payments.
- iii) The 2025/26 draft budget was reviewed. The income from the Burial Ground is higher than expected. Insurance costs have increased this financial year. CBPC have received a grant of £10,000 for the implementation of the Neighbourhood Plan, any funds not spent by 31st March 2025 must be returned. There is currently an underspend on the Common and Woodlands budget. Overall, a balanced budget is predicted at the end of the financial year. WG groups to hold budget meetings, in order that the WG Chair can produce a budget report and narrative. Reports to be sent to the Clerk and Cllr King for inclusion in the second draft of the budget for approval at the next Council meeting.

Action: WG Chairs/Cllr King/Clerk

109.9 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 installation of additional plot markers in the Burial Ground. Clerk to advise contractor. **Action: Clerk**
- iii) It was resolved to adopt the Hedgerow Management Plan proposed by the Chiltern Society. It is recommended that hedging is laid between the New Formal and Woodland Burial Grounds in January/February 2025 with the remainder of the hedging being tidied by other contractors. Volunteers will be required to assist the Chiltern Society with the hedge laying and training will be provided. Clerk to advise the Chiltern Society. **Action: Clerk**

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

- i) The Chair's report was noted.
- ii) The work to remove the dead trees on North Road has now been completed. Replacement trees to be considered.
- iii) The CWWG held a meeting with John Morris to review the Woodland Management Plan. It was agreed that John Morris should be appointed to manage the common on behalf of CBPC. John Morris should be provided with a specific remit of work and the timescale for the work to be undertaken.

Action: CWWG/Clerk

c) *Transport WG Chair's Report:*

- i) The Chair's report was noted.
- ii) The Two Rivers Walk is a proposal by the Chiltern Society and Chilterns National Landscape to build a walking/cycling route between Amersham and Chesham. Clerk to contact organisations for more information. **Action: Clerk**

d) *Village Community Working Group*

- i) A quote was received for £4,589.60 for the installation of an additional power supply on the Triangle to provide power for the Christmas tree lights and other village events. The Council resolved to accept the quotation subject to satisfactory confirmation of further details of the installation. Clerk to contact contractor. **Action: Clerk**
- ii) The Council resolved to keep the date of the Picnic on the Common as planned on 19th July 2025. An additional event may be planned during the summer. This will be discussed at the next Council meeting.

e) *Communications Working Group*

- i) The proposal to support the new domain project was deferred to the December Council meeting as further information is to be obtained.

f) *Environment Working Group*

- i) The Chair's report was noted.
- ii) The Council agreed a budget of £500 for the planting of native bulbs in the Burial Ground. Clerk to order the bulbs. **Action: Clerk**

109.10 **Planning Committee**

Minutes of 14th October Planning Committee Meeting were noted

109.11 **Neighbourhood Plan Update**

- i) The Chair's report was noted. A drop-in session for residents will be planned for early 2025.

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

109.12 The annual pay award for Clerk from 1st April 2024 was approved.

109.13 The new rate of pay for Burial Ground Custodian from 1st April 2024 was approved

The meeting closed at 9.45 pm