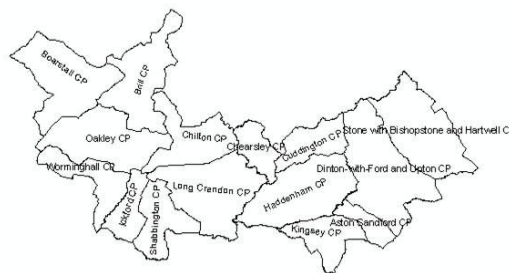


## HADDENHAM & LONG CRENDON LOCAL COMMUNITY AREA FORUM



<b>DATE:</b>	8 October 2008
<b>TIME:</b>	6.30 pm
<b>LOCATION:</b>	Haddenham Village Hall

### AGENDA

Item		Page No
1	<b>Confirmation of Chairman</b> To confirm the appointment of the Chairman of the Forum.	
2	<b>Appointment of Vice- Chairman</b> The Vice-Chairman to be a District Councillor.	
3	<b>Apologies for absence/changes in membership</b>	
4	<b>Declarations of Interest</b> To declare any personal or prejudicial interests.	
5	<b>Notes from previous meeting</b> Confirmation of notes of the meeting held on 16 July 2008 at Brill Memorial Hall.	1 - 4
6	<b>Matters Arising</b>	
7	<b>Future of Locality Working in Buckinghamshire</b> (i) To receive report (a) County Council Resolution reported on 10 July 2008 (ii) To receive report (b) on the Terms of reference  Background information can be accessed through the following link:  <a href="http://www.buckscc.gov.uk/moderngov/ieListDocuments.asp?CId=107&amp;MId=2493">http://www.buckscc.gov.uk/moderngov/ieListDocuments.asp?CId=107&amp;MId=2493</a>	5 - 12
8	<b>Question Time</b> There will be a 20 minute period for public questions. Members of the public are encouraged to submit their questions in advance of the meeting to facilitate a full answer on the day of the meeting. Questions sent in advance will be dealt with first, followed by any verbal questions.	
9	<b>Petitions</b>	
10	<b>Fire and Rescue Service</b> Presentation by Claire Childs of the Fire and Rescue Service.	
11	<b>Haddenham to Thame Cycleway</b>	

	Presentation by Simon Glover from Transportation.	
<b>12</b>	<b>Building Communities Initiative</b> Presentation by Steven GoldenSmith from Adult Social Care.	
<b>13</b>	<b>Date of Next and Future Meetings</b> The next meeting will take place on 10 December 2008 at 6.30pm in Ickford  <b>Suggested dates for 2009</b> 25 March 24 June 23 September 9 December	

## Members

Democratic Services Contact : Kelly Sutherland, Tel 01296 383602, Email  
ksutherland@buckscc.gov.uk  
Please contact me if you have any special requirements e.g. hearing loop

Agencies : Buckinghamshire County Council, Aylesbury Vale District Council, Aston Sandford Parish Meeting, Boarstall Parish Meeting, Brill Parish Council, Chearsley Parish Council, Chilton Parish Council, Cuddington Parish Council, Dinton-with-Ford and Upton Parish Council, Haddenham Parish Council, Ickford Parish Council, Kingsey Parish Meeting, Long Crendon Parish Council, Oakley Parish Council, Shabbington Parish Council, Stone with Bishopstone and Hartwell Parish Council, Worminghall Parish Council, Thames Valley Police, Bucks Fire and Rescue, Buckinghamshire PCT, Voluntary Sector representatives

**Agenda Item 5**

**HADDENHAM AND LONG CRENDON LOCAL COMMUNITY AREA FORUM**  
**16 JULY 2008 – BRILL MEMORIAL HALL**

**Update on issues raised at the May Meeting**

At the May meeting it was agreed that the Chairman, Margaret Aston, would write to the Police emphasising the need for them to maintain links with the Local Community Area Forum. After the meeting, Peter Loose, Buckinghamshire County Council's (BCC) Lead Officer for the LCAF, spoke to Chief Superintendent Paul Tinnion, Assistant Superintendent Dick Auger and PC Morley, who were all sympathetic to the concerns raised. Peter Loose was told that it was a requirement from the Home Office that the NAGs should meet more frequently than the LCAF does. However PC Morley has promised that he or a Police Community Support Officer would attend the LCAF meetings to provide a link to the work of the NAGs.

**Aylesbury Vale District Council Litter Picking Protocol**

Bob Bryant, Operations Manager from Aylesbury Vale District Council (AVDC) attended the meeting to provide an overview of the AVDC Litter Picking protocol and to answer questions. In towns, such as Aylesbury and Buckingham, litter picking teams are working daily. In rural areas litter picking is carried out less frequently - generally on a monthly basis in villages, bi-monthly on 'A' roads and quarterly on 'B' roads. 'C' roads would only be litter picked if they were classified as a 'rat run' by BCC.

A minimum of 900 random inspections are carried out each year and over the past 2 years, NCAMS, the national organisation that replaced Keep Britain Tidy, has inspected every district council and found that AVDC has significantly higher standards than the national average.

AVDC aim to respond to reports of heavy litter within 24 hours and have a target to remove fly tipping within 48 hours, provided that no special equipment is needed to remove the offending article. Abandoned vehicles should be removed within 24 hours, once it has been established that the car has definitely been abandoned.

Useful Numbers –

To report heavy litter - 01296 585 070 or  
[contractservices@aylesburyvaledc.gov.uk](mailto:contractservices@aylesburyvaledc.gov.uk)

Fly tipping helpline – 0845 330 1856

To request additional plastic baskets for recycling (these are free of charge but £2 for delivery) –  
01296 585 510

John Hooper, Long Crendon Parish Council, asked who would be responsible for maintaining the rear of the village library, as it was in a dreadful state. He was advised that this would be the responsibility of BCC as the owner of the building and the Chairman requested that this concern should be passed back to BCC Libraries.

In response to a question regarding the introduction of green waste collections in Aylesbury Vale, Bob Bryant reported that in order to provide a full composting service, which would include food waste, an in-vessel composting facility was required. BCC were looking to locate such a facility within the district, possibly at Westcott Venture Park, although this was still under discussion. It was hoped that such a facility could be available from September 2009.

AVDC intend to provide green waste collections to half their residents initially and green bins would be emptied fortnightly. Residents would be able to put their kitchen waste in their grey bin if they were concerned about having food in their green bin during the Summer.

**Highways Matters**

Some residents of Stone attended the meeting to raise concerns about the deterioration of the footpath and road on the Oxford Road between Stone Village Hall and the School. This was made worse after heavy rainfall as the pavements were covered with debris. In addition the residents asked if the speed camera could be reinstated in Stone, as speeding along the Oxford Road, particularly at night, was a concern.

Dave Smith, Local Area Technician advised that he had not been aware of this problem and agreed to inspect the path and road the next day. He reminded Parishes that they still had time to complete their priority lists for the Community Gangs to undertake work in their area. The question regarding the speed camera would be referred back to the BCC Road Safety Team at County Hall.

In response to a question, it was noted that the district council were responsible for the maintenance or replacement of road nameplates.

Useful Numbers –

Dave Smith – Local Area Technician

Email: [dasmith@buckscc.gov.uk](mailto:dasmith@buckscc.gov.uk)

Tel: 01296 383916

Highways on Call

0845 230 2882

## **Question from Dinton with Upton and Ford Parish Council**

Diana Coole, presented the following question:

*I have some concerns relating to the way in which it appears to me that the Local Area Forums are proposing to be conducted. May I know who are the stakeholders for the Haddenham & Long Crendon LAF?*

*I do not wish to see the role of Parish Councils undermined or diluted, and if it is intended to discuss any business concerning Dinton with Ford and Upton, or make any decision thereon, may I ask for your assurance that the Parish Council is consulted prior to any decision being made.*

*If an elected member for this parish is not able to be present at a meeting and business concerning this parish is discussed, may I ask that the absence of that elected member is shown in the minutes?*

*I see the very real possibility of confusion arising when a parish council may already have made or is considering arrangements which are then disrupted at LAF level by the request of a group of residents. This is not a desirable democratic outcome.*

*I would appreciate some clear guidelines as to how the LAF ensures that the role of the Parish Council is safeguarded and not undermined in any way.*

Peter Loose advised that Steve Orchard, GC2C Manager would provide a formal answer to this question. However he emphasised that the aim of GC2C was to give more control to local people and the LAFs would provide an opportunity for all tiers of local government to work together to resolve issues which concerned local people. Funding would be devolved to the LAFs. It was not intended to replace the good work already being undertaken by parish councils. GC2C aimed to strengthen their role, not undermine it.

Margaret Aston acknowledged that other parishes had expressed similar doubts but BCC wished to work more closely with parish and district partners. Michael Edmonds, Vice-Chairman stated that there was no hidden agenda to remove powers from parish councils and he viewed the LAFs as mini local committees, which would benefit the local community.

A member of the public in attendance at the meeting commented that he found the meetings useful in demystifying the workings of the different councils.

## **Library Service – New Ways of Working**

Peter Loose addressed concerns that were raised at the May meeting, regarding the introduction of a new library system which means that books are no longer stamped with a return date. He advised that the new system would be reviewed in September and library staff had been told to use their discretion to waive fines if people seemed genuinely muddled.

It had been suggested that the receipt given to borrowers when taking books out could be printed on coloured paper so that it stands out. Borrowers can find out when books are due back by going online, asking in any library or by calling the BCC Call Centre who can access this information for you.

## **Cross Border Issues with Thame Town Council**

As Thame could be considered to be the natural centre of the Haddenham and Long Crendon Community, Peter Loose and Madeleine Howe have arranged to attend a meeting of Thame Town Council to discuss cross border issues. Plans for a cycleway between Haddenham and Thame and Long Crendon and Thame and education provision in the town were suggested as possible topics for discussion.

## **NAG Update**

Sue Jones, Police Community Support Officer, reported back on the latest NAG meeting. Telephone research undertaken locally had highlighted criminal damage/vandalism and graffiti as the chief concern of residents. The NAG was tackling this issue using an approach known as SARA – Scan, Analysis, Response and Assessment.

The first stage, Scan, was to get a true picture of the situation. PC Morley had reviewed reports of criminal damage over the past 12 months in the villages of Haddenham, Long Crendon and Oakley and Sue Jones was undertaking an environmental visual audit of the 3 villages. Sue Jones reminded parishes to report any incidents to the Police to ensure that they had as much information as possible. The NAG will then analyse the data to identify an appropriate response.

Sue Jones agreed to look into the issue of stopping traffic for wreath laying ceremonies in November as the Police could not be in attendance. In addition it was suggested that Sara Thornton, Chief Constable should be invited to a future meeting.

**6.30-8.30pm**

## Dates of future meetings

8 October 2008 at Haddenham Village Hall

3 November 2008 at Long Crendon Church Hall

10 December 2008 at Ickford Village Hall

Those attending this meeting were:

<b>Aston Sandford Parish Council</b>	Nick Sandford
<b>Boarstall Parish Council</b>	
<b>Brill Parish Council</b>	Peter Jones Sue Cook Christine Bailey Brenda Dormer
<b>Chearsley Parish Council</b>	
<b>Chilton Parish Council</b>	
<b>Cuddington Parish Council</b>	Michael Pegge
<b>Dinton with Ford &amp; Upton Parish Council</b>	Diana Coole Lorraine Gooch Keith Gray Chris Young
<b>Haddenham Parish Council</b>	
<b>Ickford Parish Council</b>	
<b>Kingsey Parish Council</b>	
<b>Long Crendon Parish Council</b>	John Hooper Candy Cozens <i>Apologies from John Mole</i> <i>Apologies from Roger Norgate-Barnes</i> George Lamb
<b>Oakley Parish Council</b>	
<b>Shabbington Parish Council</b>	
<b>Stone with Bishopstone &amp; Hartwell Parish</b>	
<b>Worminghall Parish Council</b>	Penelope Rowe
<b>Aylesbury Vale District Council</b>	
<b>Buckinghamshire County Council</b>	Margaret Aston Michael Edmonds Nicholas Cahill Colin Minton
<b>Ford Society</b>	Sue Jones Fiona Rysdale Heather Reid
<b>Thames Valley Police</b>	
<b>Members of the Public</b>	
<b>Officers attending were:</b>	
<b>Bob Bryant</b>	Aylesbury Vale District Council
<b>Peter Loose</b>	Buckinghamshire County Council
<b>Madeline Howe</b>	Buckinghamshire County Council
<b>Kelly Sutherland</b>	Buckinghamshire County Council
<b>Anne-Marie Davies</b>	Buckinghamshire County Council
<b>Dave Smith</b>	Buckinghamshire County Council
<b>Apologies were received from:</b>	
<b>Haddenham Neighbourhood Watch</b>	Jacky Stevens
<b>Vale of Aylesbury Housing Trust</b>	Sett Sibanda

**THE NEXT MEETING OF THE HADDENHAM AND LONG CRENDON LOCAL  
COMMUNITY AREA FORUM  
WILL TAKE PLACE ON 8 OCTOBER 2008**



## Haddenham & Long Crendon Local Community Area Forum

08 October 2008

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### Purpose of Report.

- (a) To **inform** Haddenham & Long Crendon Local Community Area Forum of the County Council RESOLUTION made on 10 July 2008 regarding the revised GC2C Strategy.
- (b) Members of the Local Community Area Forum are asked to **note** this report (See link)  
<http://www.buckscc.gov.uk/moderngov/ieListDocuments.asp?CId=107&MId=2493>) and the agreed County Council resolutions (11) attached and, are invited to **discuss** how the items can be effectively used in this local area.

### Background

#### **Local Committees**

1. In 2000 Buckinghamshire County Council established 4 Local Committees, one for each District Area. Initially these Committees focused on Transportation and environmental issues and replaced the former Road Safety Consultative groups. Participants are County Councillors, District Councillors, Parish Councils and other partner bodies including some voluntary sector service providers. Over the course of the last 8 years both Buckinghamshire County Council and Wycombe District Council Committees have worked effectively together. Additionally other partners have placed items on agendas and promoted presentations and consultations at all 4 Local Committees.
2. Constitutionally the four Local Committees were advisory although the County Council has made an annual Capital sum of £125K per Local Committee available for local Transportation and environmental use. The committee role is to advise the Head of Transportation on appropriate schemes and projects and wherever possible suggestions/schedules of schemes have been accepted and work implemented. The budget responsibility has however, remained with the Head of Transportation.

#### **Area Working (19 areas of Buckinghamshire)**

3. Over the last 2 years the localism agenda has developed both nationally and locally. The County Council, through its Getting Closer to Communities Programme has explored service delivery and participation in consultation at a more localised level. 19 areas have been identified for the County, 7 in Aylesbury Vale and 4 in each of Wycombe, Chiltern and South Bucks District Areas. This area concept was included within the Pathfinder documents which formed part of the successful bid to Government, jointly submitted by the County Council and the 4 District Council partners.

5. For some time now a number of County Council members have held cluster group meetings with parishes in their divisions and found that this “sub-district” arrangement has helped develop a sense of local identity. County Council members, holding these cluster meetings, have also included District colleagues and other public service providers. The Local Community Partnership concept (see below) rationalises and formalises this sort of meeting.

### **Proposal**

#### **Local Area Forums (Local Community Partnerships) - Consultation and Development**

6. Earlier this year (2008) a consultation document “Buckinghamshire Locality Strategy” was widely circulated. This included a paper on establishing “Local Area Forums: A Framework for Consultation”. The consultation sought views on a comprehensive partnership approach to local area working. The draft strategy has five, interlinked aims:

- Community Leadership
- Community Engagement
- Services that meet Community Need
- Local Access
- Joined Up Service Delivery

7. The proposals included the formal establishment of 19 Local Area Forums/ Local Community Partnerships (building on existing forums) aligning to the 19 areas of the county. This concept accords with the Level 2 in Community Engagement work stream of Pathfinder and allows promotion of locality working countywide. The Forums would have a core Terms of Reference and some key functions, the clear expectations would be that they evolve to meet the different needs of the 19 local areas. The consultation document suggested that the 4 Local Committees would cease and 19 Local Area Forums develop during the next 12 months.

8. The County Council at its meeting on 10 July 2008 agreed the attached 11 recommendations.

9. In the Wycombe District Area the meetings will be known as Local Community Partnerships to reflect the pilot work of the Pathfinder Programme. (see 7 above).

### **Conclusion**

10. The decision to establish Local Area Forums/Local Community Partnerships builds on the success of the Local Committees and is a further evolution in locality working (cross LAF/LCP or whole District meeting is still be possible). It is recognised that we need to record and preserve the benefits that have come from the Local Committees, whilst embracing the additional benefits that a more local approach can bring. Clearly, Local Area Forums/Local Community Partnerships will need time to evolve and to establish a wider partnership base and the management of topics to other forums the LSPs, in particular, will need to be addressed.



**Council Meeting - 10 July 2008**

The following resolution was passed:

1. To approve the revised GC2C strategy and the Organisational Requirements for delivery.
2. To continue discussions with all partners about the development of the Buckinghamshire Locality Strategy as the Local Strategic Partnership approach to:
  - Empowering communities
  - Delivering better outcomes for residents
  - Preparing for the Comprehensive Area Assessment
  - Localised delivery of the Local Area Agreement
3. To undertake further work with local councils to develop a better understanding of the relationship with the county Council and how we can support their fundamental roles as the most local tier of community representatives.
4. To replace Local Committees with Local Area Forums on a phased basis and to amend the Constitution accordingly.
5. To approve the Terms of Reference, Constitution and Working arrangements for Local Area Forums.
6. To replace the Local Committees with Local Area Forums in Aylesbury Vale and Local Community Partnerships in Wycombe Districts from 1 September 2008.
7. To defer the replacement of the Local Committees in Chiltern and South Bucks to allow further discussions to take place to try to identify an agreed way forward, but to permit the establishment of one or more LAF's in those Districts where there is support for this.
8. To authorise the Leader and Deputy Leader to make changes to the arrangements for Local Area Forums in Chiltern and South Bucks on the basis of further discussions within those areas.
9. To authorise the Deputy Leader to make minor changes to the terms of reference of Local Area Forums, in the light of the operation of the forums, in consultation with those forums.
10. To request the Head of Legal and Democratic Services to bring forward recommendation for any minor amendments to the Constitution resulting from these decisions, which will then come to full County Council for discussion and approval.
11. To undertake a review of the operation of Local Area Forums and report to the Council on progress in 12 months time, taking into account the results of the Pathfinder Pilots in Wycombe and Aylesbury Vale.



## Terms of Reference

### Haddenham & Long Crendon Local Community Area Forum

#### Purpose of Report.

(a) To **inform** Haddenham & Long Crendon LCAF of the contents of the proposed LCAF terms of Reference (including Constitutional and Operating Arrangements)

(b) Members of the LCAF are asked to **note** this report and are invited to **discuss** elements of the Terms of Reference (including Operating Arrangements) that are open for LCAF decision.

#### Background

1. The County Council at its meeting on 10 July agreed, as part of the report (appendix F), GC2C a draft CONSTITUTION (including TERMS OF REFERENCE AND OPERATING ARRANGEMENTS)
2. There are elements of these documents that are specifically related to individual LAFs and some items will require discussion and agreement by each LAF. These items include attendance at LAFs by local stakeholders.
3. A presentation of the document and its contents will be made at the first LAF in each area (from September 2008 onwards) and members will be invited to discuss the contents and feedback their views via the minutes of the meeting. Any comments and observations will be used to inform any future reviews of LAF arrangements.
4. Where appropriate recommendations regarding attendance (3 above) specific to each LAF will be noted and added to the document specific to that LAF.



**D FUNCTIONS OF LOCAL AREA FORUMS**

9 The GC2C Strategy sets out three broad roles for LAFs:

- **Local Community Planning:** shaping responses to the needs of the local area
- **Empowered Local Decision Making:** within the delegated functions and delegated budgets
- **Influencing and taking action on local issues**

10 Based on these broad roles, the functions of the LAFs are set out in the Table below:

<b>LOCAL AREA FORUMS – FUNCTIONS</b>	
<b>1</b>	<p><b>Setting Priorities for the Area</b></p> <ul style="list-style-type: none"> <li>• To develop, as the basis for collective action, a shared understanding of local issues and priorities for improving the quality of life of the area.</li> <li>• To agree a Local Community Plan for the area, which reflects local priorities, the delivery of County and District Community Plans and the Local Area Agreement within the area.</li> <li>• To oversee the effectiveness of public services within the community area in meeting local needs, informed by residents’ feedback, and to recommend changes to service policy as appropriate.</li> <li>• To consult and engage local people and local stakeholders on the priorities and policies of local service providers, including the desired level and range of services and major service developments affecting the area and annual budget proposals. (<i>Note: examples of this would be waste, major development proposals, school closures</i>).</li> </ul>
<b>2</b>	<p><b>Empowered Decision Making with Funding</b></p> <ul style="list-style-type: none"> <li>• To take decisions on matters devolved* from the County Council, District Council and other partner organisations, including town and parish councils.</li> <li>• To take decisions on budgets allocated* by the County Council, District Council and other partners. (<i>*Note: this will be subject to negotiation with Services and partners</i>)</li> <li>• To <b>inform</b> the relevant organisations on changes to the allocation of funding in the local community area to more effectively meet local needs</li> </ul>
<b>3.</b>	<p><b>Taking Action on Community Issues</b></p> <ul style="list-style-type: none"> <li>• To oversee community engagement* in the area, to co-ordinate local consultation events, to promote and extend community empowerment in the area and to ensure feedback on issues raised. (<i>*Note: this is defined as levels 1 and 2 in</i></li> </ul>

*the Community Engagement Pathfinder project)*

- To refer issues of local concern to the relevant organisation or partnership for attention, to monitor action and negotiate the resolution of issues.
- To undertake a local scrutiny role on service policy, performance or issues of local concern\*, including co-option onto local **overview and scrutiny committees** for specific reviews and dealing with **Councillor Calls for Action** and local petitions. (*\*Note: the local scrutiny function will need to be exercised proportionately and with regard to the programme of Overview and Scrutiny Committees to avoid duplication)*