

## **THE MISSENDENS LOCAL AREA FORUM**



<b>DATE:</b>	29 July 2009
<b>TIME:</b>	8.00pm
<b>LOCATION:</b>	Meeting Room, Great Missenden Memorial Centre

### **AGENDA**

Item		Page No
<b>1</b>	<b>Apologies for Absence / Changes in Membership</b>	
<b>2</b>	<b>Declarations of Interest</b> To declare any personal or prejudicial interests	
<b>3</b>	<b>Action Notes</b> To confirm the notes of the meeting held on 17 June 2009.	<b>1 - 4</b>
<b>4</b>	<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 and verbal questions after. Please contact Alison Derrick on 01494 586635 or <a href="mailto:aderrick@buckscc.gov.uk">aderrick@buckscc.gov.uk</a> to submit your question.	
<b>5</b>	<b>Petitions</b> There are no petitions.	
<b>6</b>	<b>2009-10 Bids for Delegated Budget (Non-Transport items)</b> Report by Alison Derrick, Locality Services Co-ordinator	<b>5 - 8</b>
<b>7</b>	<b>2010-11 bids for Delegated Budget (Transport items)</b> Report by Alison Derrick, Locality Services Co-ordinator	<b>9 - 10</b>
<b>8</b>	<b>Format of LAF Meetings - A discussion</b> To consider membership of The Missendens Local Area Forum (LAF) and to discuss how the LAF wishes to receive information presentations from officers at future meetings.	
<b>9</b>	<b>Adult Social Care in the Missenden Area</b> A presentation by Karen Adamson, Adult Social Care, Buckinghamshire County Council.	
<b>10</b>	<b>Date of Next and Future Meetings</b> Proposed Dates of Future meetings  All meetings to commence at 7.30pm  Wednesday 28 October 2009	

	Wednesday 27 January 2010 Wednesday 7 April 2010 Wednesday 14 July 2010 Wednesday 20 October 2010	
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## **Members**

Patricia Birchley, Buckinghamshire County Council  
Robert Burns-Green, Chiltern District Council  
Julia Burton, Chiltern District Council  
Mike Colston, Buckinghamshire County Council  
Mark Cunnane, Great Missenden Parish Council  
Andrew Garnett, Chiltern District Council  
Les Giles, Little Missenden Parish Council  
Roger Gooding, Great Missenden Parish Council  
Ian Harvey, Little Missenden Parish Council  
Leslie Hodgkinson, Chiltern District Council  
Rodney Howlett, Little Missenden Parish Council  
David Schofield, Buckinghamshire County Council  
Elizabeth Stacey, Chiltern District Council  
Bob Swayne, Chiltern District Council

Democratic Services Contact : Kelly Sutherland, Tel 01296 383602, Email  
[ksutherland@buckscc.gov.uk](mailto:ksutherland@buckscc.gov.uk)

Please contact me if you have any special requirements e.g. hearing loop

Agencies : Buckinghamshire County Council, Chiltern District Council, Great Missenden Parish Council, Little Missenden Parish Council, Thames Valley Police, Buckinghamshire Fire and Rescue, Buckinghamshire PCT

**ACTION NOTES**

<b>MEETING:</b>	<b>The Missendens Local Area Forum</b>
<b>DATE:</b>	<b>17 June 2009 7.30 pm to 9.20 pm</b>
<b>LOCATION</b>	<b>Meeting Room, Great Missenden Library</b>

<b>Present:</b>	Patricia Birchley (Buckinghamshire County Council), Robert Burns-Green (Chiltern District Council), Mike Colston (Buckinghamshire County Council), Mark Cunnane (Great Missenden Parish Council), Les Giles (Little Missenden Parish Council), Roger Gooding (Great Missenden Parish Council), Ian Harvey (Little Missenden Parish Council), Leslie Hodgkinson (Chiltern District Council), Rodney Howlett (Little Missenden Parish Council), David Schofield (Buckinghamshire County Council) and Elizabeth Stacey (Chiltern District Council)
<b>In Attendance:</b>	Carole Burslem, Alison Derrick, Gillian Manning-Smith and Kelly Sutherland
<b>Apologies:</b>	Julia Burton, Andrew Garnett and Bob Swayne

<b>Item</b>	<b>ISSUES RAISED</b>
<b>1</b>	<p><b>CONFIRMATION OF CHAIRMAN</b></p> <p>It was proposed and duly seconded that Mr Mike Colston be elected Chairman of the Local Area Forum for the ensuing year.</p> <p><b>RESOLVED</b></p> <p><b>That Mr Mike Colston be elected Chairman of The Missendens Local Area Forum for the ensuing year.</b></p>
<b>2</b>	<p><b>APPOINTMENT OF VICE CHAIRMAN</b></p> <p>It was proposed and duly seconded that Mr Bob Burns-Green be appointed Vice-Chairman of the Local Area Forum for the ensuing year.</p> <p><b>RESOLVED</b></p> <p><b>That Mr Bob Burns-Green be appointed Vice-Chairman of The Missendens Local Area Forum for the ensuing year.</b></p>
<b>3</b>	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Apologies were received from Julia Burton, Andrew Garnett and Bob Swayne.</p>
<b>4</b>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>There were none.</p>
<b>5</b>	<p><b>REPORT TO MISSENDENS LOCAL AREA FORUM REGARDING FUTURE LOCALITY WORKING INCLUDING PROPOSED CONSTITUTION, TERMS OF REFERENCE AND MEMBERSHIP</b></p> <p>The Chairman welcomed everyone to the meeting and introductions were made around the table.</p>

After a brief introduction about the development of Local Area Forum meetings, following the disbanding of the old Local Area Committees, the Chairman invited Alison Derrick, Locality Services Area Co-ordinator, Buckinghamshire County Council (BCC) to take members through the report on the future locality working.

During the subsequent discussions the following points were noted:

- It was proposed that the Local Area Forum (LAF) would meet quarterly. However a further meeting had been arranged for the end of July to enable members to make timely decisions about the budgets which had been delegated to the Forum.
- The Chairman explained that parish councillors would be key players in the LAF, along with county and district councillors. In addition community groups, including the voluntary sector, could be invited to join the meetings.
- Meetings would be open to the public and Alison Derrick commented that it was good to see public attending this meeting. Every meeting would have a regular slot for questions from the public and petitions.
- This initial meeting had not been widely publicised but in future all meeting papers would be on the BCC website and newsletters would also be produced. The LAF would usually meet quarterly but another meeting had already been scheduled for the end of July to ensure that the local area would not lose out in bidding for the delegated budget for 2009-10.
- A member from Little Missenden Parish Council advised that he and his colleagues were attending the meeting to gather the facts about how the LAF would operate and could not make a commitment to formally participate in the LAF without consulting the full parish council meeting. Little Missenden had not found the cluster meetings held in the past to be very constructive.
- In response the Chairman explained that the LAF meeting was not dissimilar to the Chiltern Local Committee which Little Missenden had attended. The LAF was not intended to undermine parish council's in anyway and because the delegated budget was specifically for Little Missenden and Great Missenden parish areas, there was more scope for the parish bids to be successful. The Chairman understood that Little Missenden Parish Council wished to make a decision about participation in the LAF and commented that he hoped that they would decide to join.

**Members AGREED that in future nominated representatives from Great Missenden Parish Council, Buckinghamshire County Council and Chiltern District Council would meet as a fully constituted Local Area Forum (LAF). \***

\* Subsequent to the meeting Little Missenden Parish Council agreed to participate in the fully constituted LAF.

## **6 LOCAL AREA FORUM BUDGETS**

Alison Derrick, Area Co-ordinator, Locality Services introduced a report on the budgets which had been devolved to the Missendens Local Area Forum for 2009-10.

It was noted that the £34,000 for Transportation local improvements had previously been discussed by the Chiltern Local Committee and two schemes had been approved, as the Missendens LAF had not been established at the time of allocation.

£5,000 was available for Positive Activities for Young People (PAYP). Members were asked to think of youth groups engaging young people from 13-19 that might benefit and were advised that young people needed to be involved in the bid submissions. A form was included in the agenda papers for submissions of PAYP bids. The application form would initially be returned to Christine Cooper, Resource Manager in Community & Youth Engagement at BCC, who would check that the organisation was eligible for the funding. All eligible bids would then return to the LAF for a decision on allocation of the budget.

	<p>An £8,000 Local Priorities budget was also available. The LAF would need to discuss the needs of Little Missenden and Great Missenden parish areas as highlighted in parish plans, Revitalisation group priorities and other forms of consultation. This money could be used for any purpose to support local community priorities.</p> <p>£5,000 was available for Early Years. This could be used to fund local nursery provision.</p> <p>The Chairman encouraged members to think about organisations that might benefit from any of the devolved budgets. This would be discussed further at the next meeting.</p>
7	<p><b>PETITIONS</b></p> <p>The Chairman welcomed members of the public who were attending the meeting to receive a response to petitions which had been submitted to County Council on their behalf.</p> <p><b><i>Request to resolve the issue of Commuter Parking and the Obstruction of Driveways on the Misbourne Estate.</i></b></p> <p>The Lead Petitioner explained that she had begun a petition as residents on the Misbourne estate were concerned about the level of commuter parking they were experiencing on their small estate. Cars were parked there between 7am and 7pm, with drivers either going to work in the village or walking to catch a train from the station. New parking restrictions outside Missenden Abbey would only worsen the situation. Residents could not get parked and were concerned about poor parking causing accidents or blocking access for emergency vehicles. Residents present at the meeting indicated that they would be prepared to pay for resident's parking permits to resolve the situation.</p> <p>The Chairman asked Alison Derrick to read through the petition response. The residents were not satisfied with this response and emphasised that they had been suffering with parking issues for four years.</p> <p>The Chairman advised that he had had discussions with the BCC Local Area Technician to see if the London Road exit from the Misbourne School could also be used as a drop off point, to ease congestion on the Misbourne estate. A resident also asked if on-site parking could be provided for sixth formers at the Misbourne School.</p> <p>The Chairman suggested that the petition response should be sent back to officers with the following points from the Local Area Forum:</p> <ul style="list-style-type: none"> <li>i) The area needs to be given higher priority in the forthcoming parking review</li> <li>ii) A more proactive approach needs to be taken by the Police and Civil Enforcement Officers to enforce dropped kerbs</li> <li>iii) The issue of long stay commuter parking needs to be addressed as people who work in the village and those using the station to commute are parking on the estate.</li> <li>iv) Residents would consider resident permit parking as a possible solution.</li> </ul> <p>The Chairman advised that he would raise the issue of enforcement at the next Misbourne Neighbourhood Action Group and he would be happy to write to the Head of Misbourne School to express concerns about thoughtless parking by sixth formers on the estate.</p> <p>The Vice-Chairman offered to take up the issue of enforcing dropped kerbs with the Cabinet Member at Chiltern District Council responsible for parking.</p> <p>The Chairman thanked the public for attending and advised that a further update on the petition would come back to a future meeting of the Local Area Forum.</p> <p><b><i>Petition for a 20mph zone around Prestwood Junior &amp; Infant School and for the roads and</i></b></p>

***pavements to be gritted around Moat Lane.***

Members considered the response to the petition and expressed the view that it did not adequately address the request for a 20mph speed limit around the schools. The Chairman explained that the original petition was asking for 20mph speed limits for all schools in Great Missenden Parish, including The Gateway Independent School. He believed that the petition response was trying to deal with schools in a piecemeal approach, when perhaps an overall policy should be developed.

A member noted that the report suggested that if schools wanted a 20mph speed limit they would need capital funding to support this change. Alison Derrick explained that a 20mph limit would need rumble strips or pinch points to force drivers to slow down. The Chairman commented that if the petition response had stated that a feasibility study had been carried out and the costs found to be prohibitive this might be understandable, but the response did not seem to be addressing the speed limit issue. Members had a general discussion about the fact that 20mph speed limits are the norm outside schools in the United States and in Europe, schools have 20mph speed limits at arrival and finish times.

A parent representative from Prestwood Infant School advised the meeting that the approach to the infant school was very narrow pavements, used by parents with pushchairs and children on scooters. School Travel Plans are there to encourage walking but obviously children need to be safe, which is why the 20mph limit had been requested. With regard to warning lights at school arrival and finish times, the parent representative advised that the pre-school was also on the site at different times and there was an after school club, so this might not work very well. With regards to the gritting of pavements, whilst parents understood there were funding issues, the pavements were particularly treacherous during the last winter and a father broke his leg crossing Clare Road, opposite the Junior School.

The Chairman commented that altitude was not taken into account when the gritting routes were being agreed. The Chairman proposed that the petition response should be sent back to officers, asking them to reconsider introducing a weighting for altitude when considering gritting routes and asking them to consider a policy change to introduce 20mph speed limits outside all schools. If this general policy could not be introduced then the Local Area Forum would like to see a feasibility study and costs for a 20mph limit outside the Prestwood Schools.

**8 QUESTION TIME**

There were no questions.

**9 DATE OF NEXT MEETING**

Wednesday 29<sup>th</sup> July 2009 at 7.30pm in the Meeting Room, Great Missenden Library – **The venue may be changed.**



## Report to THE MISSENDENS LOCAL AREA FORUM

**Title:** LOCAL AREA FORUM BUDGETS  
(NON TRANSPORTATION)

**To:** The Missendens Local Area Forum

**Date:** 29 July 2009

**Author & Contact Officer:** Alison Derrick, Area Co-ordinator  
01494 586635  
aderrick@buckscc.gov.uk

### Recommendation

1. The Missendens Local Area Forum is invited **to discuss** bids for non- transportation devolved budgets 2009/10 as described in the report.

### Budgets Devolved to LAFs in 2009-10

2. The devolved budgets for 2009-10 are set out in the table below. N.B. It is anticipated that there will be further budget devolution from a wider range of services in subsequent years.

<b>Service area</b>	<b>County-wide total</b>	<b>Missendens LAF</b>
Transportation local improvements	£500,000	£34,000
Positive Activities for Young People	£95,000	£5,000
"Early Years" grant	£95,000	£5,000
Local Priorities budget	£152,000	£8,000
<b>Total</b>	<b>£842,000</b>	<b>£52,000</b>

### General Principles for the Management and Decision-Making of Devolved Budgets

3. All funding must be spent in line with the specific criteria associated with the budget (see below).
4. The funding must be spent within the financial year for which it is allocated.
  - For 2009-10, in consultation with the LAF Chairman, each Head of Service concerned will take a view in November 2009 on the likelihood of unspent monies

being used that year. If there is budget that is unlikely to be spent that year, it will revert back to the service concerned and be allocated to activities that will take place during 2009-10.

- Whilst it is anticipated that this should not be a problem in future years, the same principle will apply.
5. In terms of formal decision-making, the LAFs will be advising the relevant Head of Service on how to spend the devolved budget who will then implement that advice.
  6. To allow for the occasional unforeseen opportunity that requires a swift decision, funding may be agreed in between LAF meetings subject to the approval of the LAF Chairman and Vice-Chairman.

### **Positive Activities for Young People**

7. This must be used to engage young people (age 13-19) in positive activities (open youth club provision is not acceptable unless there is a structured programme). It can be used for a one-off event, equipment or be given to a voluntary organisation. Young people must be consulted on any planned activity.
8. The LAF can involve its nearest Youth Opportunity Fund panel to get additional money if its wishes. The YOF is young people led so that would also help with consulting young people.
9. The availability of the funding will be promoted via the LAF membership, community newsletters and direct to community organisations over the next couple of months. The Youth Service will evaluate applications and make recommendations to the LAF.
10. Publicity has been undertaken to maximise the chance that LAFs will have the opportunity to fund such activities.
11. The accountable Officer is the Head of Community and Youth Engagement (from June 2009 the Officer designated to manage the Youth Service).

### **"Early Years" grant**

12. This must be used to fund local nursery provision - specifically ICT improvements, disability access, extended flexible provision for 2, 3 and 4 year olds.
13. Within each category, there are further detailed criteria which must be satisfied. There are also strict criteria for who can qualify for funding which includes registration with BCC Children's Services.
14. The BCC Early Years & Childcare Service will promote the availability of funding, assess all applications for eligibility and evaluate the merit of the application. In the autumn, the Early Years & Childcare Service will evaluate applications and make recommendations to each LAF.



15. The accountable Officer is the Divisional Director, Commissioning and Business Improvement.

### **Local Priorities Budget**

16. This budget can be used for any purpose which supports local community priorities and the well-being of the area identified by the LAF through its local area planning process. Amersham LAF will have to rely upon common priorities from Town/parish plans, Revitalisation group priorities and other forms of consultation until we have established the LAF's own clear priorities for the local area.

17. The Lead Area Officer and Area Co-ordinator will evaluate proposals and make recommendations in due course for how this budget may be spent in 2009-10. LAF members who have particular ideas should raise these directly with the Lead Area Officer or Area Co-ordinator.

18. The accountable Officer is the Locality Services Manager.

### **Monitoring and future planning arrangements**

19. At the end of the year, officers will prepare a review of the work for Amersham Local Area Forum and put forward proposals for the allocation of the next year's budgets. Projects which have benefited from Amersham LAF support will be invited to report on progress to the LAF, either as part of the annual review or at some time during the course of the year.

**- Report ends -**





## Report to THE MISSENDENS LOCAL AREA FORUM

**Title:** Transportation local improvement schemes for delegated funding in 2010/11

**To:** The Missendens Local Area Forum

**Date:** 29 July 2009

**Author** Alison Derrick, Area Co-ordinator  
01494 586635  
[aderrick@buckscc.gov.uk](mailto:aderrick@buckscc.gov.uk)

**Contact Officer:** Chris Schwier 01494 586622  
[cschwier@buckscc.gov.uk](mailto:cschwier@buckscc.gov.uk)

### 1 Recommendation

- a Local Area Forum Members are invited to **SUBMIT** bids for the transportation delegated budget along with supporting evidence of the local need and desire for the scheme(s). Bids should ideally be submitted by the end of September to facilitate the assessment of feasibility and cost. The Autumn meeting of the Forum will discuss bids submitted in greater detail

### 2 Background

- b. Parish/Town Councils are reminded of the need to submit any bids, for locally important highway related schemes, that they wish to see funded from the Local Area Forum transportation improvements delegated budget in 2010/11.

### 3 Supporting information

- c. Members of Local Forum will know that the County Council has made traditionally made £125,000 available across the whole of Chiltern District to fund Parish and Town Council bids for projects of significant local importance.
- d. The establishment of Local Area Forums means that smaller amounts of money have been delegated to each community area (approx £30,000 in 09/10) but this money can be used exclusively for schemes in that area – in this case the parishes of Great Missenden and Little Missenden.

- e. These schemes can include any minor transportation improvements that would not be funded from Council core budgets.
- f. The broad principles in terms of assessment criteria are :-
  - (i) Formal request received by LAF from Town/Parish Council
  - (ii) Member Support
  - (iii) Evidence of community support
  - (iv) Professional assessment that scheme is feasible but does **not** meet the Councils strategic priorities
- g. Partner involvement and/or possible joint or match funding has in the past maximised the chances of schemes being successful.
- h. Transportation officers will advise on the technical feasibility of schemes and can make professional recommendations if requested. But it will be up to the members of the Local Area Forum to decide, probably at the first meeting of 2010, the schemes they wish to see progressed in 2010/11.
- i. Members are asked to submit their proposals for schemes to Chris Schwier at the Chiltern and South Bucks Area Office.
- j. It is important that bids are made as soon as possible, ideally by the end of September, to enable the appropriate technical and financial assessments to be made in time for the next meeting of the Forum.

- **Report ends** -