



CHILTERN
District Council

Council

Tuesday 7th January 2020

At

6.30 pm

**Council Chamber, King George V House, King George V Road,
Amersham**

S U P P L E M E N T

Minutes Set

CHILTERN DISTRICT COUNCIL

MINUTES of the Meeting of the
PLANNING COMMITTEE
held on **7 NOVEMBER 2019**

PRESENT: Councillor D Phillips - Chairman

Councillors: J Burton
J Gladwin
M Harrold
C Jones
J MacBean
N Rose
J Waters
C Wertheim

APOLOGIES FOR ABSENCE were received from Councillors M Titterington, P Jones, S Patel and J Rush

83 APPOINTMENT OF VICE-CHAIRMAN

It was proposed by Councillor Rose and seconded by Councillor Wertheim and agreed by the Committee that Councillor MacBean be Vice-Chairman for the remainder of the municipal year.

The Committee also agreed that the date of the next meeting would be Monday, 16 December 2019 and not 5 December 2019, as originally timetabled, due to the forthcoming election.

84 MINUTES

The Minutes of the meeting of the Planning Committee held on 12 September 2019, copies of which had been previously circulated, were approved by the Committee and signed by the Chairman as a correct record.

85 DECLARATIONS OF INTEREST

There were no declarations of interest.

86 ITEMS FOR NOTING**RESOLVED -**

That the reports be noted.

87 REPORT ON MAIN LIST OF APPLICATIONS**RESOLVED -**

- 1. That the planning applications be determined in the manner indicated below.**
- 2. That the Head of Planning and Economic Development be authorised to include in the decision notices such Planning Conditions and reasons for approval, or reasons for refusal as appropriate, bearing in mind the recommendations in the officer's report and the Committee discussion.**

APPLICATIONS

PL/19/1159/FA Klee House, Deep Mill Lane, Little Kingshill, Great Missenden, Buckinghamshire, HP16 0DJ

Speaking for the applicant, Mr Graham Eades

RESOLVED**Conditional Permission**

Note: Councillor Burton entered the meeting at 6.12 pm and Councillor Gladwin at 6.18 pm.

PL/19/2806/FA Ashlawn, Copes Road, Great Kingshill, Buckinghamshire, HP15 6JE

RESOLVED**Conditional Permission**

PL/19/3230/FA

33 Wycombe Road, Prestwood, Great Missenden,
Buckinghamshire, HP16 0NZ

Speaking as the applicant, Mr Greg Wilkes

It was reported at the meeting that further letters of objection had been received that were concerned with inadequate access, overlooking and semi-detached houses being out of keeping.

RESOLVED

Conditional Permission with 3 of the conditions amended and an additional condition to remove permitted development rights in respect of all 3 dwellings.

The meeting ended at 6.47 pm

CHILTERN DISTRICT COUNCIL

MINUTES of the Meeting of the **SERVICES OVERVIEW COMMITTEE** held on **26 NOVEMBER 2019**

PRESENT: Councillor J Burton - Chairman
" N Varley - Vice Chairman

Councillors: D Bray
E Culverhouse
M Flys
P Jones
S Patel
C Rouse

APOLOGIES FOR ABSENCE were received from Councillors M Titterington and L Smith

ALSO IN ATTENDANCE: Councillors I Darby, C Jones and E Walsh

116 MINUTES

The minutes of the Services Overview Committee held on 19 September 2019 were approved and signed by the Chairman as a correct record.

117 DECLARATIONS OF INTEREST

There were no declarations of interest.

118 28 DAY NOTICE

The Committee received the 28 day notice of executive decisions to be made by Cabinet on 10 December 2019.

RESOLVED

That the 28 Day Notice be noted.

119 CDC PERFORMANCE REPORT - Q2 2019-20

The Committee received a report which outlined the annual performance of the Council services against pre-agreed performance indicators (PIs) and service objectives for Quarter 2 of 2019-20. Members were advised that since publication of the report the figure had been provided for Corporate PI CdCL2

- total participation in physical activities delivered through the GLL community engagement plan (by period) and this was 2,395 which was on target. Further, the Committee noted that assisted waste collections had now been on target for three consecutive months.

RESOLVED

That the performance reports be noted.

120 REVIEW OF REMAINING RECYCLING CENTRES

The Committee considered a report which detailed the review of the three remaining recycling centres in Prestwood, Great Missenden and Little Chalfont undertaken by officers in collaboration with local councillors, parish councils and residents.

Members were advised of the range of activities undertaken to promote the kerbside collection service to residents as well as the ongoing issues with fly tipping at these sites. The Committee commended the officers involved in this project for the large amount of time and effort put in to support residents and understand the reasons behind residents' usage of these centres which included not being aware of the kerbside collection service. It was noted that communications to promote alternative methods to the recycling centres to residents would continue. The recommendation was that these centres be closed from 7 January 2020 following the busy Christmas recycling period.

The Committee raised concern around the remaining textile recycling centres in the district and the associated misuse of these. It was confirmed that these would all be removed by the end of 2019.

RESOLVED to recommend to Cabinet

To undertake the closure of the remaining three recycling centres from 7 January 2020.

121 CHILTERN LIFESTYLE CENTRE - PARKING OPTIONS

The Committee received a report which provided Members with recommendations to support car parking provision during the construction of the Chiltern Lifestyle Centre (CLC). The purpose of the report was to ensure that parking supply continued to meet demand during the construction stages of the new CLC and that any loss of space did not have a detrimental impact on the Town or the opening of the new centre.

Members were advised of the proposed strategy as detailed in the report which include amending the Off Street Parking Places Order (OSPPO) and involved enabling King George V House (KGVH) car park to be available to the public on a short stay basis with disabled bays also being made available.

The Parking Manager reported that the recommendations noted in the report would allow the Council to react quickly to areas of pressure as and when they were identified and advised there were surplus car park spaces in the Amersham Multi-Storey car park. The report had been considered by the Environment PAG who supported the recommendations.

The Committee noted that communications would be key to ensure people knew where to find parking when they arrived at the former site of the library car park. Temporary signage was in place with further signage due to be installed shortly. As hoardings were put up around the site there would also be clear directions on the hoardings so that people knew where to find parking. Tenants', staff, and key stakeholders had been kept informed and messages had been shared through social media.

The use of KGVH car park would be closely monitored and there was an option of requesting some members of staff use the multi-storey car park should there be heavy demand during the construction period.

RESOLVED to recommend that Cabinet

1. Agree the strategy provided in the report to support the CLC during the construction phases.
2. Amend the Off Street Parking Places Order (OSPPO) to enable King George V House (KGVH) car park to be available to the public. Operations recommended as follows:
 - a. Implement disabled bays allowing blue badge holders to park for up to three hours.
 - b. Charging period Mon to Friday 07.30-18:00.
 - c. Tariffs, as per the current Civic Centre car park (aka Library car park), which are:
 - 30 minutes free
 - Up to 1 hour £0.70
 - Up to 2 hour £1.40
 - Up to 3 hour £2.00
 - d. Maximum stay three hours, same as the Civic Centre car park.
 - e. Flexibility to segregate a section of the car park for permit holders only where there is a need to do so and

that the Head of Environment be authorised in consultation with the relevant Portfolio Holder to make the changes where appropriate. Permit holders being customers with a permit specifically for KGVH car park; Tenants etc.

3. That subject to Cabinet agreeing the recommendations the Head of Environment be authorised to publish the statutory Notice of proposed Amendment to the Off Street Parking Places Order.
4. That, if no valid objections are received in response to publication of the Notice of proposed Amendment the Director of Services in consultation with the relevant Portfolio Holder be authorised to make and publicise the Amendment Order. In addition, the Director of Services be authorised in agreement with the relevant Portfolio Holder to agree the implementation date for introducing charges on the car park.
5. That if valid objections are received in response to publication of the Notice of proposed Amendment, the Director of Services be authorised to deal with any such objections after consultation with the Portfolio Holder and to make and publicise the necessary Amendment Order with or without modifications as considered appropriate. In addition, the Director of Services be authorised in agreement with the relevant Portfolio Holder to agree the implementation date for introducing charges on the car park.

122 CHILTERN DIAL A RIDE REPORT

Members considered a report on the granting of an award to Chilterns Dial a Ride for the purchase of a new vehicle. This would enable accessible transport options to vulnerable persons.

Chilterns Dial a Ride submitted a large grant application for a replacement vehicle, but due to the demand for the large grants and the need to provide investment in facilities that would benefit children and young people opportunities to develop play this became ineligible.

Following the previous meeting of the Services Overview Committee officers carried out further research and feedback from users and talk back showed that the Dial a Ride service was extremely useful. There had been previous concern that the service was more expensive than taxis however very few taxis are suitable for disabled passengers, particularly those who are frail and unable to use ramps or steps and require a hoist. Further, taxis would not help passengers to and from the car to their front door as Dial a Ride does. It was

further clarified that membership was an annual fee of £20, not £30 per month as members had previously been concerned about. As noted in the report, the Committee acknowledged that Dial a Ride costs were lower than taxi charges.

Through its own fundraising Dial a Ride had raised £17k toward the total cost of the new vehicle and had also been awarded a separate £10k grant.

RESOLVED to recommend to Council

That following Cabinet consideration on 15 October 2019, a grant of £39,378 be awarded to Chiltern Dial a Ride for the purchase of a new vehicle.

123 APPOINTING BUCKINGHAMSHIRE LOTTERY EXTERNAL LOTTERY MANAGER

The Committee considered a report which sought Cabinet consideration on the waiving of standing order procedures to appoint Gatherwell as the external lottery manager for the new Buckinghamshire lottery. This would enable the appointment of Gatherwell Ltd to the ELM for the new Buckinghamshire Lottery which will be operating from 1st April 2020.

It was reported that Gatherwell met the needs of the Councils in Buckinghamshire and provided the website platform and support for a good transparent administration of the lottery. Around eighty other local authorities used Gatherwell and any existing direct debits in place would transfer. Members noted that many good causes had already been supported and a number of prizes were won regularly by those who play.

RESOLVED to recommend to Cabinet

1. That Standing orders be waived to appoint Gatherwell Ltd as external lottery manager for Buckinghamshire Lottery.
2. That Chiltern District Council enters into a contract with Gatherwell Ltd which will transfer on 1st April 2020 to Buckinghamshire Council under Regulation 4 of the Local Government (Structural Changes) (Transitional Arrangements) No. 2 Regulations 2008.

124 CHILTERN LIFESTYLE CENTRE UPDATE - CHILTERN LIFESTYLE CENTRE COMMUNITY LIAISON GROUP

The Committee considered and noted the establishment and proposed terms of reference for the Chiltern Lifestyle Centre Community Liaison Group following which it was

RESOLVED to RECOMMEND to Cabinet

1. To agree to establish the Chiltern Lifestyle Centre Community Liaison Group and appoint representatives.
2. To agree the meeting frequency and terms of reference of the group.

125 EXCLUSION OF THE PUBLIC (IF REQUIRED)

RESOLVED –

That under section 100 (A) (4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item(s) of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

126 CHILTERN LIFESTYLE CENTRE UPDATE

Members received a report which advised on progress with the Chiltern Lifestyle Centre; on proposals to agree entering into Heads of Terms/Lease arrangements with a private nursery operator to enable future occupation of the nursery space in the Chiltern Lifestyle Centre; to advise members on changes to the Public Works Loan Board and to advise on proposals to agree funding for outreach youth activity.

The business case remained positive despite changes to the Public Works Loan Board interest rates and it was confirmed that SLM had been appointed as the leisure operator. Work was anticipated to begin on improvements at Chesham and Chalfont leisure centres in May 2020. Managers of the existing sites had been made aware of the new operator and staff TUPE arrangements were under discussion.

Heads of Terms had been agreed with the Community Association and Library to allow legal agreements to be entered into following completion of the Chiltern Lifestyle Centre and the Committee agreed with the recommendation to Cabinet that delegated authority be provided to the Head of Healthy Communities in consultation with the Head of Legal and Democratic Services to enter in to Heads of Terms and lease arrangements with a private nursery operator.

With the Chiltern Lifestyle Centre development containing a community hall, meeting rooms and activity spaces, the needs of the youth club would change and be less reliant on a physical building to one of delivering outreach activity.

Forward funding Amersham Town Council to employ professional staff to connect with young people who may be congregating in other areas in Amersham would support young people to learn a range of new skills. Amersham Town Council were still to make a decision, although it was clarified that it would not be for the Town Council to source the staff but the youth club itself. The Committee agreed that the funding would be beneficial to local young people and promote positive activities.

RESOLVED to recommend to Cabinet

1. To delegate to the Head of Healthy Communities in consultation with the Head of Legal and Democratic Services to agree heads of terms and lease to enable a private nursery operator to occupy the nursery within the Chiltern Lifestyle Centre.
2. To award a ring fenced grant of £60,000 to Amersham Town Council for the provision of outreach youth activity to be delivered by Chiltern Youth Club, the funding to be drawn from underspend in Healthy Communities.

The meeting ended at 7.15 pm

brought together health service providers and the voluntary community sector to increase awareness of the opportunities social prescribing offered. Social Prescribing Link workers were now connecting patients into community groups and statutory services for practical and emotional support and taking responsibility for ensuring patients felt comfortable attending classes. The benefits of social prescribing included improved residents' health as well as reduced GP wait times.

Councillor Walsh advised that there would be a 'Make Every Contact Count' training session held on 30 January 2020 from 1 to 2 pm at the Council Offices. The training offers practical advice on how to have opportunistic conversations and develop skills to encourage people to make positive steps towards a healthy lifestyle change.

47 CDC PERFORMANCE REPORT - Q2 2018-19

Cabinet received a report which outlined the annual performance of the Council services against pre-agreed performance indicators and service objectives for Quarter 2 of 2019-20. Cabinet was advised that the figure was now available for Corporate PI CdCL2, total participation in physical activities delivered through the GLL community engagement plan (by period) and this was 2,395 which was on target. Further, Cabinet noted that assisted collections of waste and recycling had now been on target for three consecutive months.

Cabinet commended officers for their efforts at a time when staff were dealing with an increased workload during the transition to the new unitary authority.

RESOLVED

That the performance reports be noted.

48 EXTENSION OF GREAT MISSENDEN CEMETERY

The Cabinet considered a report which outlined a proposal to use additional council owned land at Great Missenden cemetery, currently an open grass field, as additional areas for burials and interment of cremated remains.

The Council has an obligation to provide spaces for burials. The burial space at the existing cemetery is nearing capacity. Without providing additional burial spaces, the current annual income of approximately £20,000 from the existing

cemetery will cease. Due to the location of the adjacent land, it does not have any real alternative use other than as grazing land.

RESOLVED

That the plans (attached as Appendix 1 to the report) for the extension to the Great Missenden cemetery, and the requested capital funding be approved, and the Head of Environment be authorised to progress the project to its conclusion.

49 REVIEW OF REMAINING RECYCLING CENTRES

The Cabinet considered a report which detailed a comprehensive review undertaken of the remaining recycling centres in Prestwood, Great Missenden and Little Chalfont.

In collaboration with local Councillors, Parish Councils and residents, Officers completed actions requested by Cabinet to record evidence of usage at the three sites and to educate local residents on the benefits of the kerbside collection service, including the policy to collect extra recycling and/or collection of larger flattened cardboard boxes at the kerbside.

The review found that the three sites acted as a convenient outlet for a small number of local residents but they were not necessary for residents to recycle their paper and cardboard. Residents have access to the kerbside household service and were aware they could present additional recycling on collection day.

Further, the review found that the centres were continually plagued with misuse, including bins being broken, non-recyclable waste being deposited, fly-tipping and businesses using the sites to dispose of their trade waste. This continuous misuse presents an ongoing cost for the Council, which is disproportionate to the benefit of convenience offered to a small number of local residents.

Cabinet thanked officers for their work on the project and noted the closure date being set after the busy Christmas recycling period.

RESOLVED

To undertake the closure of the remaining recycling centres from 7 January 2020.

50 CHILTERN LIFESTYLE CENTRE - PARKING OPTIONS

The Cabinet considered a report which detailed recommendations to support the car parking provision during the construction of the Chiltern Lifestyle Centre (CLC). The report aimed to ensure that parking supply continues to meet demand during the construction stages of the new CLC and that any loss of space does not have a detrimental impact on the town or the opening of the new centre.

Cabinet noted that the car park at King George V House was open to the public so that the disabled bays could be used and signage had now been installed in the car park.

RESOLVED

- 1. To agree the car parking strategy provided in this report to support the CLC during the construction phases.**
- 2. Amend the Off Street Parking Places Order (OSPPO) to enable King George V House (KGVH) car park to be available to the public.
Operations recommended as follows:**
 - a. Implement disabled bays allowing blue badge holders to park for up to three hours.**
 - b. Charging period Mon to Friday 07.30-18:00.**
 - c. Tariffs, as per the current Civic Centre car park (aka Library car park), which are:**
 - 30 minutes free**
 - Up to 1 hour £0.70**
 - Up to 2 hours £1.40**
 - Up to 3 hours £2.00**
 - d. Maximum stay three hours, same as the Civic Centre car park.**
 - e. Flexibility to segregate a section of the car park for permit holders only where there is a need to do so and that the Head of Environment be authorised in consultation with the**

relevant Portfolio Holder to make the changes where appropriate. Permit holders being customers with a permit specifically for KGVH car park; Tenants etc.

- 3. That the Head of Environment be authorised to publish the statutory Notice of proposed Amendment to the Off Street Parking Places Order.**
- 4. That, if no valid objections are received in response to publication of the Notice of proposed Amendment the Director of Services in consultation with the relevant Portfolio Holder be authorised to make and publicise the Amendment Order. In addition, the Director of Services be authorised in agreement with the relevant Portfolio Holder to agree the implementation date for introducing charges on the car park.**
- 5. That if valid objections are received in response to publication of the Notice of proposed Amendment, the Director of Services be authorised to deal with any such objections after consultation with the Portfolio Holder and to make and publicise the necessary Amendment Order with or without modifications as considered appropriate. In addition, the Director of Services be authorised in agreement with the relevant Portfolio Holder to agree the implementation date for introducing charges on the car park.**

51 CHILTERN LIFESTYLE CENTRE UPDATE - COMMUNITY LIAISON GROUP

The Cabinet considered a report on the establishment and proposed terms of reference for the Chiltern Lifestyle Centre Community Liaison Group. The establishment of the group would enable communication between stakeholders, community representatives, the contractor and the Council during the development of the Chiltern Lifestyle Centre. Cabinet recognised the importance of working closely with the community, particularly immediate neighbours of the site and potential users of the CLC.

RESOLVED

- 1. To agree to establish the Chiltern Lifestyle Centre Community Liaison Group and appoint representatives.**

2. **Agree the meeting frequency and Terms of Reference of the group.**

52 APPOINTING BUCKINGHAMSHIRE LOTTERY EXTERNAL LOTTERY MANAGER

Cabinet considered a report on waiving the Council's Contract Procedure Rules to appoint Gatherwell as the External Lottery Manager for the new Buckinghamshire Lottery.

RESOVLED:

1. **That Contract Procedure Rules be waived to appoint Gatherwell Ltd. as external lottery manager for Buckinghamshire Lottery.**
2. **That Chiltern District Council enters into a contract with Gatherwell Ltd. which will transfer on 1 April 2020 to Buckinghamshire Council under Regulation 4 of the Local Government (Structural Changes) (Transitional Arrangements) No.2 Regulations 2008.**

53 MINUTES OF JOINT EXECUTIVE COMMITTEES

RESOLVED

That the following notes from Joint Executive Committees be noted:

1. **Chiltern, South Bucks and Wycombe Joint Waste Collection Committee – 7 November 2019.**

54 EXCLUSION OF THE PUBLIC

RESOLVED –

That under section 100 (A) (4) of the Local Government Act 1972 (as amended) the public be excluded from the meeting for the following item(s) of business on the grounds that they involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information)

55 CHILTERN LIFESTYLE CENTRE UPDATE AND CONNECTED ISSUES TO BUSINESS CASE

Cabinet considered a report which detailed progress on the Chiltern Lifestyle Centre, proposals to agree entering to Heads of Terms/Lease arrangements with a private nursery operator to enable future occupation of the nursery space in the Chiltern Lifestyle Centre, changes to the Public Works Loan Board interest rate and proposals to agree funding for outreach youth activity. This would allow a private nursery operator to lease accommodation in the Chiltern Lifestyle Centre and address the risk of increased anti-social behaviour for young people during and following the development of the Chiltern Lifestyle Centre.

Cabinet supported increased outreach activity to encourage youngsters to become more involved in positive activities and take advantage of the new facilities.

RESOLVED

- 1. To delegate to the Head of Healthy Communities in consultation with the Head of Legal and Democratic Services to agree heads of terms and lease to enable a private nursery operator to occupy the nursery within the Chiltern Lifestyle Centre**
- 2. To award a ring fenced grant of £60,000 to Amersham Town Council for the provision of outreach youth activity to be delivered by Chiltern Youth Club, the funding to be drawn from underspend in Healthy Communities**

56 CABINET REPORTS FROM POLICY ADVISORY GROUPS:

RESOLVED

That the notes from the Environment PAG held on 14 November be noted.

The meeting ended at 5.01 pm

