



South West Chilterns Community Board minutes

Minutes of the meeting of the South West Chilterns Community Board held on Wednesday 17 November 2021 in Via MS Teams, commencing at 6.30 pm and concluding at 8.45 pm.

Members present

D Barnes, A Collingwood, P Drayton, C Heap, D Johncock, S Kayani, N Marshall, Z Mohammed, J Towns, M Turner, D Watson, S Wilson, Fawley Meeting, Great Marlow Parish Council, Hambleden Parish Council, Ibstone Parish Council, Lane End Parish Council, Little Marlow Parish Council, Marlow Town Council, Marlow Bottom Parish Council and Wooburn and Bourne End Parish Council

Others in attendance

A Nelms, A Saunders, M Bawley, C Burslem, C Metcalfe, J Bloomer, J Laker, O Elliott, P Batting, M Devlin, L Jeffries, K Farooqi, C Gray and M Harker OBE

Agenda Item

1 The Chairman's Welcome

The Chairman, Dominic Barnes welcomed everyone to the meeting.

2 Apologies for Absence

Apologies had been received from Hector Sants Turville Parish Council, Pei Ling Harper Trading Standards, Geoff Peg, Dave Bull, Annie Roy Barker Marlow Bridge Rotary, Carney Bonner British Red Cross, Nahida Latif and Sophie Philips Red Kite Housing, Neil Dring Medmenham Parish Council, Paul Deriaz and Jodie Cayaye Hedsor Parish Council.

3 Declarations of interest

There were no declarations of interest.

4 Notes of the last meeting

The Chairman confirmed that all the actions had been completed. The minutes of the meeting 7th July 2021 were confirmed as an accurate record.

5 Buckinghamshire Business First

The Chairman welcomed Philippa Batting Managing Director of Bucks Business First. The slides were appended to the minutes.

Philippa explained that Bucks Business First support the creation of jobs and growth

of the local economy with over 50 people working in partnership with the Council and local enterprise partnerships.

They were currently running a 'be your own boss' project in conjunction with the community boards across the County. The starting your own business courses ran for 2 days with 12 participants at a cost of £3000. 9 other community boards participated and currently there were 4 attendees and 8 places available for residents.

Philippa provided a statistical update and informed they were awaiting further information on the number of claimants due to the impact of the end of the furlough scheme. There was a higher number of claimants than usual however this was lower than the national average. The average amount for government backed loans during the pandemic was £49,000 with loan repayments due to start soon. Workplace travel was still 20-40% lower than precovid however, retail and recreational mobility was increasing.

It was reported there were 3400 businesses in the community board area the large majority were professional businesses with annual turnover of less than half a million and 10 employees or less.

The challenges for businesses was reported with issues discussed ranging from cashflow, the end of furlough scheme, planning for redundancies and the shift to agile working post pandemic. Furthermore, the costs due to Brexit and fuel shortages were also affecting businesses. Solutions to these issues were discussed including how to increase turnover and decrease overheads, upskilling those on furlough and implementing technology and investment.

Philippa presented project ideas Bucks Business First could provide support on including:

- A £9000 net zero project to help businesses which had been signed off by the economic and regeneration team at the Council.
- Promoting the birthplace of the Paralympics by providing a grant of £30,000 to help tourism by making businesses more accessible for visitors and residents through adaptations or more equipment.
- Visit Buckinghamshire a project to support businesses in the community board area to promote themselves with itineraries or tours.

The Chairman queried if this community board was the first Bucks Business First had spoken to with regard to the grants. Philippa advised 5 community boards have been consulted. The Chairman reiterated working groups would be interested in discussing initiatives.

6 Redcote Leisure

Charlie Metcalfe, Redcote Leisure, provided a presentation appended to the minutes.

Charlie explained he had started several businesses during the pandemic. The first

business was Total Lawn Care which provided grass cutting and lawn care, the business accelerated quickly. In April 2020 Charlie opened a Redcote Leisure franchise which was a micro camper conversion company. The success of the franchise model was discussed and how the company had to adapt to contact free selling in the second lockdown. Charlie then opened Thames Valley Camper Hire in 2021 with a business partner. A new workshop in Cuddington was opened with the aim of converting larger camper vans. Charlie reflected on opening the businesses during the pandemic and the flexible positive work life balance he achieved.

The Chairman thanked Charlie for his presentation and he was congratulated on his business achievements.

7 Rural Economy

The Chairman welcomed John Bloomer, local group secretary for National Farmers Union and Alex Nelms, Director at Kensham Farms to provide a presentation on the rural economy.

Alex introduced himself and advised Kensham Farms was located in Cadmore End covering 2000 acres predominantly farming cereals for bread making and was home for small businesses and an equestrian business.

John Bloomer was introduced and advised he was from the local National Farmers Union which represented 174 members in South Bucks. He advised he also had a rural insurance business in Marlow.

Alex informed the board he had a meeting with Cllr Collingwood and Cllr Zahir Mohammed about how the community board could help the rural economy. It was reported the NFU distribution list could be used to inform members and farms regarding community board grant funding. John advised the NFU was interested in funding opportunities and reiterated a clear vision was needed for the rural economy. It was reported grain prices were increasing which was positive for farmers however the grain quality had slightly decreased. The E10 fuel introduction produced more competition for farmers.

John discussed the issues facing farmers and the rural economy, these included.

- An increase in gas prices affected the cost of fertiliser which relied on natural gas causing the price to double.
- A lack of availability of co2 which was required for food manufacturing caused a delay in animal slaughter.
- A 43% gap in food production work force resulting from Brexit had pushed the cost of food up.
- A lack of HGV drivers meant grain or animals couldn't be hauled.
- Rising concerns the Environmental Land Management scheme had not been finalised by the government resulting in short term tenancies. As the subsidies were unclear tenancies were being limited to 3 years making it harder for farmers to invest for the future of their businesses.
- There were opportunities resulting from the pandemic including increased footfall at local farm shops. However, footfall was reduced due to customers

returning to supermarkets.

There was a question relating to setting aside land in local farming communities. It was explained this policy of paying farmers not to over farm was not common practise anymore. There was an environmental land management scheme which would look at rewilding land and it was discussed that short tenancies may be due to upcoming incentives for rewilding soon. Alex advised that grain prices were increasing so there was more incentive for farmers to use land for growing rather than rewilding. In addition, growing local was essential to reduce food miles and co2.

A query was raised over when future government funding plans will be decided. Alex advised Kensham Farms would be partaking in a sustainable farm incentive pilot. The generous EU funding would be removed by 2028 and it was reiterated the time from planting crops to selling was over a long period.

The idea of how net zero worked for businesses in relation to farms was discussed with Alex confirming Kensham Farm was currently net zero with farms generally auditing themselves. Further work was required in relation to livestock and the methane cycle. John confirmed the NFU had signed up to the net zero pledge for 2040.

There was a discussion on how the community board could support local farms and encourage residents to shop locally.

8 Formal Community Board Updates

Community Engagement Action Group

Cllr Carol Heap, Chairman of the action group gave a presentation which is appended to the minutes. The following points were highlighted:

- The group had re-engaged with existing groups from the covid recovery sub-group and new groups.
- The group had supported a number of local events including an interactive dementia experience to help make Marlow more dementia friendly.
- The group supported the Buckinghamshire older persons' action group which focused on engaging with older people after lockdown ended and more contacts for the community board were yielded.
- There was an increase focus on health and wellbeing in particularly to support younger people in board area.

Highways and Transport

Cllr Mark Turner, Chairman of the action group provided an update on highways and transport schemes:

- The following schemes were being considered by the action group: Speed restrictions for Medmenham, Fawley and Westhorpe interchange and Upper Hedsor Road. Yellow line applications, parking surveys to address traffic issues, active travel lines between Marlow, Wycombe, Beaconsfield and Slough and no waiting restrictions. The board was awaiting costings for these

proposals.

- Parking surveys would be conducted as there was an increase in verge parking. The group had liaised with Buckinghamshire Council to increase patrols and ticketing with particular focus on Lock Road and Claremont Gardens initially. In addition, there were discussions with the Parking Manager at Buckinghamshire Council to consider the financial impact of a 'park and stride' period of free parking during school drop off time in Dean Street Car Park Marlow and Wakeman Road, Bourne End.
- In relation to speeding the community board's MVAS system was to be loaned to parish councils for pre-approved sites and to the police for enforcement.
- An update on cycle routes was provided with Cllr's Wilson and Johncock plotting cycle routes through their respective wards. Cllrs Collingwood and Barnes were liaising with the Carrington Estate for their routes. It was advised Buckinghamshire Council's local cycling and walking implementation plan would be considered.
- In relation to public transport connectivity Great Western Railway would do a feasibility study into implementing a bus lay by close to Bourne End Railway Station.
- The group had contacted Buckinghamshire Council to request a new bus service from Lane End to Marlow as the current route serves High Wycombe making the travel time too long for residents to access key services.
- The group had been assisting Hambledon Church to obtain a superfast broadband connect and wifi 'collection plate'. Lane End ultrafast broadband had been approved by a contractor scheduled for spring 2022 and local residents were encouraged to take an interest.
- There would be an event in Spring 2022 to showcase electric vehicles with demonstrations and trials.

A member requested feedback on the car club and wireless charging in Liston Road car park. It was reported the scheme had been successful and was booked up with a point being trialled in Burnham too.

A query was raised on the approval of the Westhorpe interchange investment. There were no updates on this and the question would need to be raised outside of the meeting.

Environment and Climate Change

Cllr Neil Marshall presented the following updates on the environment and climate change projects:

- The Trinity Road quiet way was in the second phase of consultation. There had been a positive response with an increase in walking and cycling.
- The off street residential induction charging and electric vehicle hire were proving very popular.
- Marlow Energy Group were seeking to purchase a thermal image camera which had been endorsed by the Council ready for board approval. The camera would detect heat loss in buildings so owners could be advised how

to better insulate their buildings.

- There was a Parish ecology assessment underway in Marlow and there was a request for other parish councils to get in touch if interested.
- In relation to Eco Schooling, environmental education would be improved with the help of Chiltern Rangers.
- Spinfield School were working as part of the solar school initiative.
- The solar compacting waste bin would be placed on the edge of Globe Park.
- Plans for Releaf Marlow would be ready for board approval, there were 3 sites allocated including Happy Valley Marlow.

It was reported Little Marlow Parish Council were interested in the parish ecology assessment.

There was a question regarding uncovered cycle racks at Sir William Borlase School and which working group should the application to fund a cover be addressed. It was confirmed the environment working group should receive this.

Economic Regeneration and Development:

Cllr Alex Collingwood presented an update on economic regeneration and development:

- There was £25,000 set aside for the rural economy, which helped rural businesses diversification, improved public access, increased jobs and promoted shopping locally.
- In relation to town centres there was increased footfall and improved footways with the 'Build back better' fund. There was the idea of 'buddy benches' in Liston Court with the idea to deck some of the car park. The board supported local events with £5,000 provided to Marlow Town Council for the Christmas lights. Further funding was mentioned for Bourne End late night shopping event and the Chamber of Commerce events such as farmer's markets and comedy festival. There was the idea to replicate outdoor gyms across the community board area.
- There was a focus on Globe Park and Bourne End Business Park to improve the gully and access. There was a focus on making the business parks more desirable to encourage people to work outside of London.

There was a discussion regarding Globe Park Business Park being unoccupied and the impact of the pandemic on this. In addition, the Westhorpe Business Park was discussed and the impact of hybrid working on occupancy. It was reiterated any decisions relating to this would need to be taken at a higher level.

It was confirmed that Globe Park was 90% fully let with the lowest availability of stock on site in the past 10 years. As businesses were operating hybrid models this was seen as being encouraging.

9 Community Matters

The Chairman welcomed Lloyd Jeffries Service Director, Business Operations and the Community Board Liaison Officer. Lloyd's slides were appended to the minutes.

Lloyd explained the Proud of Bucks awards and advised on the community board's responsibility to promote the awards and put forward people to shortlist nominees and present the awards.

Lloyd updated the board on the Queens Platinum Jubilee and the formation of a sub-group to co-ordinate activities and civic and ceremonial duties. Activities were already underway including tree planting, project toolkits for schools and communities. The webpage was made live for more information. The board was encouraged to arrange events, exhibitions and tree planting events for the local community to attend.

It was advised the board could provide micro funding for community events which could include picnics, fetes, artist collaborations and history exhibitions to celebrate the jubilee. The optional funding streams and backing information was appended to the minutes.

A query was raised on when the Council's website would be updated so residents could request road closures for street parties. Lloyd agreed to circulate this to board members.

Action: Lloyd Jeffries

The Chairman asked for members of the board to disseminate the Queen's Jubilee information to all relevant groups. There was a suggestion that those who live alone or care homes could be targeted for inclusion.

It was reported no public questions had been received.

There was an update on consultations; the Trinity Road quiet way trial period ended on 27th October. The board decided to consult residents further via letters, with the view to make the quiet way permanent.

There was a query regarding extending the Traffic Regulation Order for the quietway. The board advised this would need to be covered by the transport and strategies team.

The Community Board co-ordinator Makyla Devlin read out a petition received from residents of Barnards Hill and Terrington Hill Marlow. The Petitioner requested a slow sign or lower speed limit on the road due to speed concerns. The internal recommendations to the Board had asked for a speed limit assessment from Transport for Bucks for a slow marking on the road. It was reported in the meantime a Mobile Vehicle Activated Sign would be used in the area to capture speeding data courtesy of Marlow Town Council.

10 Topics for future consideration

Suggestions of topics for themed meetings or organisations who could come and speak to the CB were welcome and should be emailed to Makyla Devlin at

SWCCB@buckinghamshire.gov.uk.

11 Date of next meeting

16th February 2022 6:30pm

Saturday 2nd April 2022 Community Engagement Event 10am-2pm Higginson Park,
Marlow



South West Chilterns Community Board Meeting

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Chairman Cllr Dominic Barnes
17 November 2021

Minute Item 11





Agenda

Chairman's Welcome

Apologies for absence

Declarations of Interest

Notes of Last Meeting

Presentation – Buckinghamshire Business First – Philippa Batting

Presentation – Redcote Leisure – Charlie Metcalfe

Presentation – Rural Forum – John Bloomer and Alex Nelms

Formal Community Board updates/overview

Community Matters – Consultations/Petitions/Council updates

Topics for future consideration

Date of the next meeting – Wednesday 16 February 2022 @1830





Buckinghamshire Business First

Philippa Batting





Redcote Leisure

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Charlie Metcalfe



Starting my Business in Lockdown

Charlie Metcalfe

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Where did it all start?

- I have spent my working career thus far working for small businesses, mainly in the outdoor and leisure industries.
- In this time learning skills such as customer service, accounting, and business management
- Learnt from mistakes along the way
- Just prior to the COVID pandemic, in February 2020 I decided it was time to use what I had learnt and start my dream of running my own business.
- A month into this journey lockdown begun...
- This brought uncertainty to what was an exciting beginning.



My first business...



- My first business, I purchased, was **Total Lawn Care**. A specialist **grass cutting** and **lawn care** provider completing bespoke treatments and maintenance plans for customers' lawns. It came with a few good clients in both Guildford, Marlow, and surrounding areas.
- I started working in March during the lockdown with a COVID protocols in place.
I was quickly amazed with the number of new clients I picked up because more people were at home looking at their lawns and wanting them to look green and healthy, I was also privileged to have many friends and family wanting to use my services when they found out it was my own business.
- The grass cutting season was soon upon us and I was able to take on a member of staff a couple of days a week to allow me to keep up with new enquiries and develop the business as well as ensure the quality of work remained high.
- With this new member of staff gave me a little more time to think about how else I could develop my business, this led me to think a little outside the box...



Micro Campers



- Whilst researching and looking for other opportunities I stumbled across Redcote Leisure.
- In April 2020, Jason the owner, has just started opening Redcote Leisure franchises.
- Redcote Leisure is a **specialist Micro Camper conversion company**. Each branch can use the Redcote Leisure brand and products to either purchase suitable vehicles and convert them into micro campers and then sell them on, or convert customers' existing vehicles into micro campers.
- This is done with the existing Redcote Leisure camper conversion kits which get delivered to each branch for installation into specific / suitable vehicles, **all manufactured and built in the UK**



Redcote Leisure ?

- I was initially drawn to the Redcote Leisure franchise for a few reasons.
1. Running a branch could be done on either a part time or full-time basis with a good work life balance.
 2. The franchise fee was in the region of £10k which I felt was an affordable amount of money to invest.
 3. Having worked in the outdoor and leisure industries and converted my own camper van before I felt I had prior knowledge and passion for this industry.
 4. I felt I could run this business perfectly alongside Total Lawn Care to give me a varied working week.
 5. The site I had in Marlow, at Westhorpe Watersports Centre would lend itself perfectly to this business with an existing campsite, outdoor centre and motorhome storage already on site.
- There was of course still the concern of the pandemic in the back of my mind but I was sure that the world would return to some sort of 'normal' in the near future.



Redcote Leisure Marlow



- Redcote Leisure Marlow was born in June 2020.
- As part of the franchise included all the training I required to get my branch open and ready for business.
- My first task was to find a couple of suitable vehicles I could purchase to then convert into Micro Campers. Redcote Leisure have micro camper kits that suit specific vehicles
- The selling points of Micro Campers are:
 - Car, Van & Camper in one vehicle
 - Can use the vehicle everyday with the 5 travelling seats
 - Small and easy to drive, can get into all car parks and easy to park
 - Sleeps 2 inside and more with an awning
 - Cheaper to insure and tax than larger camper vans and motorhomes
- I made my first sale in the first month which was a huge confidence boost and then allowed me to grow my stock from 2 to 4 with a little more investment.
- As the season went on sales were flowing and I quickly found out how much I enjoyed helping customers find their adventure vehicle, selling someone their first car or some were because they have lost a loved one and now on their own so they wanted to see more of the country and explore.
- The forthcoming sales allowed me to increase my stock to around six micro campers, giving a good range to choose from.



Lockdown 2

- The second lockdown came in the winter of 2020 and suddenly I found I had to close the doors to visitors.
- Many people in the UK wanted camper vans as this was one of the only ways to holiday in the UK, so demand was high, but I wasn't able to show anyone the campers in the flesh.
- I had to change my way of selling, with help from the franchisor. This meant doing online video/virtual viewings and delivering the campers directly to the customers contact free.
- This proved very successful with the Marlow branch outselling all other Redcote branches during the winter period.
- Sales steadily came through during the winter with the lawn care business still picking up a few odd jobs having had its most successful year to date. This gave me time to plan what 2021 may bring, with the uncertainty of the lockdown still at the forefront of my mind.
- With both businesses taking up all my working time during 2020 I knew that I couldn't develop much further without any additional help. I still had someone helping me with the lawn care business and also had a member of staff come on board for some evenings and weekends during 2020.
- To date, I have sold 32 micro campers and carried out a further 10 conversions



Thames Valley Camper Hire

- Something that I had in the back of my mind since starting a business within the camper industry was the hire of campers and the conversion of larger campers.
- I still knew that I wouldn't have much time in my diary for these arms of the business so would need some additional personnel and help to make these avenues work.
- I teamed up with a friend, now business partner, Ian, to create **Thames Valley Camper Hire Limited**.

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We hired out 3 campers during 2021, two coach built motorhomes, one 4 berth and one 6 berth and one micro camper. A successful year sending many customers off on their adventures around the UK and Europe.

- As it stands now, I have also opened a new workshop in Cuddington which houses a specialist camper conversion business focusing on larger vans.
- I had converted my own vans over the years and using these skills alongside those of Louis, a qualified mechanic, who had helped me out in 2020. We have now completed the conversion of 4 campers for customers and have one up for sale that we purchased, converted, and now selling.



Thames Valley Campers



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Thoughts...

- Setting up my own businesses in 2020 was the best decision I have ever made. It has given me the flexible, work-life balance I was looking for and I have enjoyed sending customers off on their adventures and developing a lawn care business in the local area with many happy clients which is still growing.
- I would recommend this to anyone. It can be stressful at times but generally it is very rewarding and as a director you are in control of your business and where you want to take it next. I didn't have a huge amount to invest in these businesses, so it is doable for anyone with the time and drive to do it.

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I had success with the Start Up Loans UK, funded by the British Business Bank, I needed a little more cash to get Redcote Leisure off the ground. I was appointed a business mentor, based in Marlow, and had to produce a cash flow forecast but the process was simple and made me feel financially safe. This is a great way to fund a new business, if you know you have the work coming in and you stick to your cash flow forecast. It gave me the leg up I needed with very affordable repayments.

- My advice to anyone thinking about it is.... Go for it, seek the support you may need and start small and grow at the rate you are comfortable with.
- I mean... if you had told me I would have three businesses and two sites all complementing each other after 2 years of trading I wouldn't have believed you!
- Thank you for listening.





Rural Economy

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John Bloomer and Alex Nelms





Formal Community Board Updates

Funding report – circulated with agenda pack

Action plan – circulated with agenda pack

Community Engagement Action Group update – Cllr Carol Heap

Highways and Transport Action Group update – Cllr Mark Turner

Environment and Climate Change Action Group update – Cllr Neil Marshall

Economic Regeneration Action Group update – Cllr Alex Collingwood





Community Engagement

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Action Group

Chairman – Cllr Carol Heap

Vice Chairman – Cllr Jocelyn Towns





- *Engagement and Reach*
- *Interactive Dementia Experience*
- *Buckinghamshire Older Persons Action Group (BOPAG)*
Golden Years Free Information Day
- *Social Prescriber – Primary Care Network (PCN)*
- *Future Plans*





Highways and Transport

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Action Group

Chairman – Cllr Mark Turner

Vice Chairman – Cllr David Johncock





- *Brief update on schemes*
- *Parking surveys*
- *Speeding*
- *Cycle route update*
- *Public Transport Connectivity*
- *Implementation*
- *Broadband*





Environment and Climate Change

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Action Group

Chairman – Cllr Neil Marshall

Vice Chairman – Cllr David Johncock





- *Trinity Road quietway*
- *Off Street Residential Induction Charging (OSRIC) charging EV and hiring*
- *Thermal imaging camera application*
- *Parish ecology assessments*
- *Eco School (Marlow)*
- *Solar schools initiative*
- *Solar compacting waste bins*
- *Releaf Marlow*





Economic Regeneration and Development

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Action Group

Chairman – Cllr Alex Collingwood

Vice Chairman – Cllr Zahir Mohammed





Community Matters

Proud of Bucks Awards

Queens Platinum Jubilee

Public Questions

Consultations – Trinity Road Quietway

Petition - Marlow





Proud of Bucks Awards

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Mr Lloyd Jeffries



Proud of Bucks Award



Categories

Buckinghamshire Community Award Best Adult Contribution - For an individual who has contributed to their local community during 2021 by improving lives for others or improving their local environment.

Buckinghamshire Community Award Best Young Person Contribution – For young people who have had a positive impact on the local community or peers through community engagement or activism.

Buckinghamshire Community Award Best Community Group Contribution - Recognises and celebrates a group in the community board area who has made a clear and positive impact on the community during 2021

The Proud Of Bucks team will:

- With comms develop and produce nomination form, webpage and process for automated replies etc.
- Put together a Comms plan & Comms pack including corporate wide comms and articles, posters and graphics that can be tailored and made local for each of your areas.
- Collate all the nominations for each award and send through to you.
- Provide updates on how many nominates received throughout the nomination period.
- Provide support for judging process including scoring matrix.
- Brief the long listing working group.
- Have an officer present in longlisting/judging panel to ensure fairness.
- Procure awards and certificates.
- Comms around winners.
- Supporting with comms to award winners, collecting photo permissions etc.
- Collecting proposed door step delivery dates to coordinate.

Community Boards are responsible for:

- Promoting the awards and encouraging people to nominate.
- Share nomination form to all networks.
- Put together a working group from your Board (4 people min) to longlist nominations.
- Putting together a judging panel, setting up the meeting, supporting the panel.
- Notifying the Proud Of Bucks team of the winners.
- Collecting awards from the Proud Of Bucks team.
- Putting plans together for presenting the awards
 - The standard: door step drops, with photos/ video
- Support with the comms for winners, promote them locally.

What will they receive as a winner?

Winners:

Engraved glass trophy – Groups

Personalised medal - Individuals

Framed certificate – All

Highly Commended:

Certificate



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Thank you.



The Queen's Platinum Jubilee

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October/November 2021



Overview

- The Queen will be celebrating her 70 years as Queen on the 2nd June 2022 with an extended bank holiday for the public (2nd June – 5th June).
- A cross-council steering group has been formed to co-ordinate activity across the Council and maximize opportunities for Buckinghamshire communities to celebrate and '*plant a tree for the Jubilee*'. (*Queens Green Canopy*)
- A Jubilee events sub-group has also been formed as well as the steering group to ensure we don't lose sight of all things civic and ceremonial.
- The Queen's Platinum Jubilee presents a once in a lifetime opportunity to enable our residents, after the Covid pandemic, to come together and celebrate and make a significant contribution to tackling climate change.
- Buckinghamshire has a proud tradition of supporting the monarchy, particularly through its support for the Lord- Lieutenant. We are keen to build on this history to mark the Queen's Platinum Jubilee.

Activity Underway

- **We are promoting the Woodland Trust offer of free trees.**
- **We have offered a gift of a free Jubilee Tree and plaque** to all schools, early year and care home settings. 234 settings have registered interest.
- Buckinghamshire Council are in Phase 1 of a **large scale tree planting project** which aims to plant over 500,000 trees over the next 10 years. The overall programme is scheduled to consist of approximately 20 new woodland sites primarily on the Buckinghamshire Council agricultural state
- **A web page is now live** to inform and signpost information for the Jubilee: [The Queen's Platinum Jubilee | Buckinghamshire Council](#)
- **Presentation provided to Community Board Chairmen to encourage each community board to develop their own projects to support the Platinum Jubilee.**
- **Guidance and a process for community groups regarding roadside tree planting is being produced.**
- **Project suggestion toolkits for schools and communities is being developed.** This will encourage schools and community groups to think about how young people and residents can get involved in creative projects to celebrate and understand the role of the Monarchy as well as climate change.

Future Activity Planned

- **Events guidance will be developed** for celebratory events such as street parties
- **Community Boards** are encouraged to develop their own projects
- **Local events & tree planting** will be promoted and celebrated.
- **Tree planting activity will be logged.**
- **Delivery of free trees and plaques** to schools, care homes and nurseries for November 2021.
- **Exhibition events** will be held through Buckinghamshire's Archive and Libraries Services
- **Inter-generational project opportunities to be explored** - for school children and our senior residents to explore and creatively consider our veteran trees and their history.

What can Community Boards do?

- Consider promoting and supporting local community events to celebrate the Platinum Jubilee e.g.
 - Micro-funding for street parties
 - General promotion at community board meetings/networks
 - Councillor attendance & involvement in event planning
 - Consider invitations to lieutenancy to local events
- Promote and support the 'Plant a Tree for the Jubilee' initiative
- General but far reaching promotion of the Platinum Jubilee
- Project funding

Project Ideas



Exhibitions (delivered by our Archives Team)



The Big Jubilee Lunch



Tree planting celebrations



Library events



Street Parties



Tree Stories



Celebration plant displays



Celebrate a Tree

Optional Funding streams

- **Heart of Bucks** – <https://heartofbucks.org/>
- **HoB General Fund**- [Heart of Bucks General Fund | Heart of Bucks: The community foundation for Buckinghamshire.](#)
 - Hob Green Community Fund**- [Green Community Fund | Heart of Bucks: The community foundation for Buckinghamshire.](#)
 - HoB Green Schools Fund**- [Green Schools Fund | Heart of Bucks: The community foundation for Buckinghamshire.](#)
- **The National Lottery Heritage Fund** - [Welcome | The National Lottery Heritage Fund](#)
- **The National Lottery Community Fund**- [Home | The National Lottery Community Fund \(tnlcommunityfund.org.uk\)](#)

Background Information

- [The Queen's Green Canopy \(queensgreencanopy.org\)](http://queensgreencanopy.org)
- [Free Trees for Schools and Communities - Woodland Trust](#)
- [The Tree Council | Working together for the love of trees](#)
- [The Queen's Platinum Jubilee | Buckinghamshire Council](#)



Public Questions

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None Received in advance of meeting





Consultations

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Trinity Road Quietway





Petition

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Barnards Hill/Terrington Hill, Marlow





Topics for future consideration

Open to the floor





Dates of Next Meeting

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*The South West Chiltern Community Board
next meetings will be on:*

Wednesday 16 February 2022 at 1830h

*Saturday 2 April 2022 – Community
Engagement event*

Marlow – 1000 - 1400





Community Board South West Chilterns

Action Plan

Introduction:

The South West Chilterns Community Board forms part of the South Team along with High Wycombe, Beaconsfield and Chepping Wye, Beeches, Wexham and The Ivers and Gerrards Cross and Denham respectfully.

The Chairman is Cllr Dominic Barnes and the Vice Chairman is Cllr Neil Marshall working with Coordinator Makyla Devlin as pictured below.





Community Board South West Chilterns



South West Chilterns demographic is made up of 12 Town and Parish Councils:- Marlow Town Council, Marlow Bottom Parish Council, Little Marlow Parish Council, Great Marlow Parish Council, Lane End Parish Council, Ibstone Parish Council, Wooburn Green and Bourne End Parish Council, Hambleden Parish Council, Medmenham Parish Council, Turville Parish Council, Hedsor Meeting and Fawley Meeting. We also have 12 Members following the elections and subsequent reset providing us with some dynamic individuals who fully engage with the ethos of the Community Board.

This action plan sets out how the South West Chilterns Community Board will work with the community to address community priorities and take action on local issues.



Community Board South West Chilterns

Aim *To determine the importance of local collaboration by building relationships with Town and Parish Councils, local businesses, community groups as well as networking with both statutory and voluntary organisations and engaging with residents on those projects and issues that matter most across the whole board area.*

Objectives

- *To develop good working relationships with the community to understand and address local issues*
- *To understand what is important to the community board area by engaging with local Town and Parish Councils*
- *To develop action groups to explore key areas of focus and identify how to take action as a community board*
- *To identify opportunities and projects that meet the community board priorities for funding by collaborating with local residents and groups*
- *To promote the community board and the available funding to the local community and encourage engagement*
- *To support the council in delivering strategic priorities at a local level*

Community Board Priorities

- **Environment and Climate Change** (*council area of focus for 2021/22*)
- **Economic Recovery and Development** (*council area of focus for 2021/22*)
- **Transport and Highways**
- **Community Engagement**



Community Board South West Chilterns

Aim	Action	Date/ Deadline	Lead	Progress update (include date)
<i>General - Develop good working relationships with the community to understand and address local issues</i>	<i>Set up a newsletter and facebook page to ensure local residents and community groups are aware of community board activity and how to get involved</i>	Facebook – Dec 20 Newsletter - ASAP	Makyla Devlin Makyla Devlin	Completed by Dec20 Design still work in progress – look to Q4 2021 to produce
	<i>Develop a communications plan</i>	Q2 2022	Makyla Devlin working with Cllr Dominic Barnes	Fluid document
<i>Understand local issues</i>	<i>Meetings with community groups, town and parish councils</i>	August 2020	Makyla Devlin	Continual engagement by face to face meetings
	<i>Engage with the Town and Parish Councils and local groups</i>	Initial and ongoing	Makyla Devlin	Continual engagement by face to face meetings
	<i>Identify the priority areas of focus for the board area inside and outside of action groups</i>	In collaboration with the action groups	Makyla and Action Group Chair and Vice Chairmen.	Continual engagement by face to face meetings



Community Board South West Chilterns

Theme: Environment and Climate Change				
<i>Understand local issues</i>	<i>Set up action group and invite key community groups, local businesses and residents</i>	May 2021	Makyla Devlin, Action Group members and Town and Parish Councils	Continual
	<i>Hold a themed community board meeting</i>		Makyla Devlin, Cllr Dominic Barnes, Cllr Neil Marshal and Cllr David Johncock	Date of meeting to be confirmed
	<i>Park and Stride Schemes to encourage healthy activity to and from schools</i>	Spring 2022	Action group	
	<i>Solar panels for schools</i>	Q4 2021	Makyla Devlin, Cllr Neil Marshall, Cllr David Johncock and local school to pilot scheme	Spring 2022



Community Board South West Chilterns

	<i>Electric Cars – supporting the Off street residential induction charging scheme and look to develop further within board area</i>	24 September 2021	Makyla Devlin and internal officers along with action group	Review March 2022
	<i>Electric bikes – electric scooters have been introduced in other board areas, however, looking at SWCCB considering electric bikes</i>	TBC	action group	ongoing
Theme: Economic Recovery and Development				
<i>Understand local issues</i>	<i>Set up action group and invite key groups, local businesses and residents</i>	Ongoing	Makyla Devlin and Action Group members	Continual and ongoing
	<i>Be Your Own Boss – initiative to assist individuals with business ideas and provide expert guidance</i>	Q4 2021	Community Board and Buckinghamshire Business First	End oct 2021 as complete project
	<i>Redevelopment of Liston Court - Marlow Working with other action</i>	Q4 2021	Action group and Community Board	TBC



Community Board South West Chilterns

	<i>groups to regenerate the community space</i>			
	<i>Work with organisations and internal Officers to improve footfall in the town centres. Engage with local businesses, Chamber of Commerce and locals to identify any issues. Looking at events and animations, cleaning and greening, local trails and lighting in community spaces</i>	Q1 2022	Action Group and Community Board	TBC
	<i>Rural Regeneration – engaging with the local rural forum and supporting their needs and projects</i>	Q1 2022	Action Group and Community Board	TBC
Theme: Transport and Highways				
<i>Work with TfB to progress Community Board Transport Schemes</i>	<i>Schedule discussions with relevant Town and Parish Councils to relay any issues or queries they may have</i>	Application deadline of 30 September 2021	Action Group, Community Board and TfB	



Community Board South West Chilterns

	Set up action group to meet 3 times a year			
Theme: Community Engagement				
Young and Older People	Identify projects affecting young and older people	March 2022	Action Group and Community Board	
Anti-social behaviour	Link in with local Police and internal Community Engagement officers to look at a trends analysis	March 2022	Action Group and Community Board	
Work with voluntary sector, local businesses and residents	Through networking links, engage with local organisations to look at projects.	March 2022	Action Group and Community Board	
Covid19 continued recovery	Monitor and evaluate previous Covid response activity through the board and identify the needs of the board area	March 2022	Action Group and Community Board	
Health and wellbeing	Considerations to projects relating to health and wellbeing including	March 2022	Action Group and Community Board	



Community Board South West Chilterns

	dementia awareness, mental health etc			
Work Planning				
<i>Look at theming future Community Board Meetings</i>	<i>Identify appropriate themes</i>	Ongoing	Makyla Devlin and Board Members	
<i>Arrange and diary 6 weekly meetings with Chairman, Vice Chairman of Board and all action group Chairman and vice chairmen</i>	<i>Teams meeting to catch up on projects, ideas etc to ensure joined up approach</i>	Ongoing	As described	
<i>Community Board meeting – freestyle event</i>	<i>Organise and coordinate the SWCCB event for 2 April 2022 in Higginson Park, Marlow. Exhibitor list to be produced, save the date to be circulated and family day promoted through all possible avenues</i>	Q1 2022	Makyla Devlin and Community Board.	

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Community Boards

Funding summary report South West Chilterns Community Board 17 November 2021

This paper provides a summary of the funding applications received, considered and approved since the last Community Board meeting on 7 July 2021

Community Board Budget Overview

The table below details the current budget position for the South West Chilterns Community Board.

Community Board Fund 21/22	Spend to date (08.11.21)	Allocated to date (08.11.21)	Remaining budget as of (08.11.21)
£338,487	£2,087	£6,675	£329,725

Funding Applications Status Summary

Funding applications that have been received by the South West Chilterns Community Board and their current status are detailed in the table.

Funding applications received between 07.07.21 and 08.11.21				
Organisation	Project title and description	Amount of funding requested from Community Board	Amount of contributory funding	Community Board funding recommendation
Marlow Bridge Rotary Club	Interactive Dementia Experience Tour	£960	£180	Approved
Bucks Older People Action Group	Golden Years Free Information Day	£1,127	£540	Approved
Fresh Directory	Marketplace Platform	£5,000	£0	Pre Application – awaiting approval
Spinfield School	Solar for Schools project	£15,000	£10,000	Awaiting Approval

Marlow Energy Group	Thermal Camera Imaging Project	£1,000	£100 (potential not confirmed)	Awaiting Approval
Trinity Road Quietway (Buckinghamshire Council)	Public Consultation	£10,000	£1,225.06	Approved
Releaf Marlow	Winter Tree Planting	£7,000	£7,000	Awaiting Approval
Holy Trinity School	Outdoor Learning	£9,655	£9,000	Awaiting Approval
Chiltern Rangers	Enhanced outdoor education	£29,000	£22,850	Awaiting Approval
Marlow Town Council	Christmas Lights	£5,000	£18,750	Awaiting Approval
Highways Applications x 11	Various	Amount Unknown	TBC	Awaiting Costings