

# Chesham Town Council

Bill Richards  
Town Clerk



Tel: 01494 774842

Fax: 01494 582908

[www.chesham.gov.uk](http://www.chesham.gov.uk)

Email: [admin@chesham.gov.uk](mailto:admin@chesham.gov.uk)

19<sup>th</sup> October 2018

Dear Councillor

I hereby give notice of a meeting of the **RECREATION AND THE ARTS COMMITTEE** to be held in the Council Chamber, The Town Hall, Chesham, on

**MONDAY 29<sup>th</sup> OCTOBER 2018 AT APPROXIMATELY 8.00PM**

(i.e. immediately following the close of the Planning Committee meeting which is due to commence at 7.30pm)

**A G E N D A**

1. Apologies for absence.
2. Declarations of Interest.
3. To receive and confirm the Minutes of the Committee meeting held on 6<sup>th</sup> August 2018.
4. To receive and consider the Minutes of:
  - a. *Environmental Group meeting of the 14<sup>th</sup> June 2018.*
  - b. *Impress The Chess meetings of the 19<sup>th</sup> July and 6<sup>th</sup> September 2018.*
  - c. *Elgiva Board of Management meeting of the 24<sup>th</sup> September 2018.*
  - d. *Allotments Group A.G.M. Meeting of the 2<sup>nd</sup> October 2018*
  - e. *Friends of Chesham Cemetery meeting of the 9<sup>th</sup> October 2018.*
5. Chesham Moor Gym & Swim Centre.
6. Inclusive Ticket Pricing at the Elgiva.
7. Remembrance Sunday Commemorations.
8. Exclusion of the Public & Press.
9. Town Guide.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Bill Richards'.

Bill Richards

Town Clerk



# Chesham Town Council

continued . . .



Publication date: 19<sup>th</sup> October 2018

<b><u>Councillor</u>   <u>Circulation</u></b>
Councillor Emily Culverhouse
Councillor Peter Hudson
<b>Councillor Jane MacBean – Chair</b>
Councillor Tony Franks
Councillor Diana Varley
Councillor Qaser Chaudhry
Councillor Mohammad Fayyaz
Councillor Mohammad Bhatti
Councillor Nick Southworth
<b>Councillor Roderick McCulloch – Vice Chair</b>

## Minutes of the Chesham Environmental Groups meeting 14<sup>th</sup> June 2018

7.30PM Chesham Town Hall

Present: - Phil Folly, Kate Folly, Jean Queripel, Georgina Lomnitz, Michael Browne, Alastair Holland, Trevor Brawn, John Harrison, Peter Heathcote

1. **Welcome:** Phil welcomed everyone to the meeting
2. **Apologies:** - Cllr Jane MacBean, Jenny Pearson, Sharon Morris, Ken Austin, Colette Littley, Louise Cook, Hannah Webley, Peter Churchill, and Andrew Clark
3. **Minutes of the last meeting:** were agreed and approved
4. **Matters arising not on agenda:**

Phil was actioned to find out how we could deal with litter along The Backs. An AOB agenda point at the last meeting, especially litter on the railway side of the fence. Phil said that the railway had been asked in the past if we could litter pick but our request was declined. It was suggested that the Chesham and Amersham Transport users Group, TUG, might have sway with London underground Management. Phil occasionally attends their meeting but missed the last one, there is one next week 19<sup>th</sup> he will try to get to it, Peter who put the original AOB question and John Harrison would also try and attend.

Also related to litter, at the last meeting Louise wanted to know what had happened to the poster campaign about dropping litter. She would be willing to leaflet areas Phil said he would have a word with Amanda who drew up the posters.

5. **Report Financial:** Ken our treasurer not in attendance. Phil said since our last report he has given Ken an invoice for £50 to have some of our tools sharpened by Workaid.
6. **Data Protection:** Forms have been returned to Georgina
7. **Future Working Parties**

### SUGGESTIONS NEEDED

Sun. June 17 <sup>th</sup>	Meades Water Gardens
Wed. July 4 <sup>th</sup>	Himalayan Balsam agreed
Sun. July 15 <sup>th</sup>	Canons Mill By-pass agreed
Wed. Aug 1 <sup>st</sup>	Jacobs Ladder
Sun. Aug 19 <sup>th</sup>	Captains wood?
Wed. Sept 5 <sup>th</sup>	Berkhampstead field Community Meadow
Sun. Sept 16 <sup>th</sup>	Clearing River Chess Moor Road
Wed. Oct. 3 <sup>rd</sup>	TBA
Sun. Oct. 21 <sup>st</sup>	Cameron Road Hedgerow
Wed. Nov 7 <sup>th</sup>	TBA
Sun. Nov 18 <sup>th</sup>	Holloway Lane
Wed. Dec 5 <sup>th</sup>	TBA
Sun. Dec. 16 <sup>th</sup>	Meades Water Gdns/Festive Drink Queens Head

Our Working party on June 6<sup>th</sup> was a litter pick of Trapps lane. At the same time a

volunteer Group called Thames 21 were litter picking the river surveying what they pick up to see our healthy our river is. Our Mayor Jane was as was Paul Jennings and John Harrison.

#### **8. Website**

Hope we have all looked at the new website by now. Wes done a very good job and Andrew is keeping up to date. Please remind me at working parties to take before and after photos.

#### **9. Berkhamstead Field Community Meadow**

Trevor gave us a report of what was growing on the meadow, there were a number of pyramid orchids and few bee orchids. Paul the Parks manager will probably be start cutting the meadow in August.

#### **10. Impress the Chess**

The meeting of April 24<sup>th</sup> was held at the Tennis Club, Pendnormead End, after the meeting we viewed the work that had been done to river, taking out a weir and allowing the river to flow and not back up. Work was overseen by Allen Beechey of Chiltern

#### **AONB**

Unfortunately, a second weir that needed to be removed wasn't owned by the Tennis Club as originally thought, and the owner didn't want it removed.

The southern bridge in Meades Water Gdns was damaged when a tree came down. It didn't look as if the damage was that bad but the Town Council were given a very high estimate to have it repaired. Paul Jennings, River Chess Association would see if he could get a lower price.

#### **11. AOB**

The verges with change of management some are showing a benefit from less cutting. Duck alley Ashe trees coming up.

#### **Dairy Dates:**

Local Produce Market, Market Square 23<sup>rd</sup> June  
28<sup>th</sup> July

Buryfields 16<sup>th</sup> June

Meeting Closed 8.55 pm

Next indoor meeting 16<sup>th</sup> August 2018

## CHESHAM TOWN COUNCIL

**MINUTES** of the 'Impress the Chess' meeting  
held on Thursday 19<sup>th</sup> July 2018 at 2.30 pm at Chesham Town Hall

<b>PRESENT:</b>	Jane MacBean	Chesham Town Council (Chairing)
	Ken Austin	Chesham Environmental Group
	Alex Back	Bucks County Council
	Allen Beechey	Chilterns Chalk Streams Project
	Michael Browne	Meades Lane Resident
	Jon Croot	Chesham Flood Action Group
	Phil Folly	Chesham Environmental Group
	Kathryn Graves	Chesham Town Council
	Paul Jennings	River Chess Association
	Tony Molesworth	Chesham Renaissance
	David Stowe	Chiltern District Council
	David Tarn	Chesham Flood Action Group

1. **APOLOGIES AND WELCOME**

Apologies were received from Euan Russell (Chiltern Society).

2. **MINUTES OF 7<sup>th</sup> JUNE 2018 AND MATTERS ARISING**

**(i) Canada Mill**

Jane has been in contact with Fred Horlock at Neptune to encourage progress with the naturalisation the river bank.

**(ii) Littering at Meades Water Gardens**

Jane will contact Sgt Roy Evans once he has returned from leave to find out what impact the altered police patrols have had in the gardens.

**Action: Jane**

**(iii) Thames Water at Latimer Road and Hollow Way Lane**

Huw Thomas was on leave when Jane tried to contact him about the removal of the laurel hedge. Jane will make contact when he has returned.

**Action: Jane**

**(iv) Trash Screens**

Whilst Chesham Environmental Group usually clear the Hollow Way Lane trash screen in November each year, Jane will ask Keith Burns at TFB whether a clearance plan is in place now that the screen is on the asset register.

**Action: Jane**

The condition of the trash screen at Bois Mill will be checked every other year by River Chess Association volunteers carrying out water vole monitoring on that stretch.

**(v) Camera Investigation**

Jane will email Thames Water for an update on the CCTV investigation to identify leaks in the drainage system.

**Action: Jane**

**(vi) Drains**

A road closure was put in place to enable TfB to use a supersucker on the blocked drains on St. Mary's Way. The ongoing problems with the drains at Waterside and Pheasant Rise have been passed to the TfB Capital Works team for investigation.

**(vii) Town Bridge**

Jane will continue to request the details of the work to be carried out at the bridge from the Local Area Technician.

**Action: Jane**

**(viii) Broadwater Bridge**

Jane will check with Chiltern District Council whether there is a right of appeal once legal notices have been issued for site clearance.

**Action: Jane**

**(ix) Meades Water Gardens**

Paul has obtained a quote for materials to repair the footbridge and has offered to carry out the work free of charge. Kathryn will put Paul in contact with Paul Isom.

**Action: Kathryn**

**(xi) Moor Road**

The resident who reported some bank works near Lords Mill to the Environment Agency phoned up for an update and was told that the relevant officer would phone her back, but hasn't. This led to a more general discussion about the lack of feedback from the Environment Agency on Chesham issues, such as the silt inputs from the Vale Brook culvert and the lack of progress on the bank renaturalisation at Neptune.

**(xii) School Visits to The Moor**

Kathryn will draw up a list of 'Dos and Don'ts' for visits and is developing a list of schools that are known to visit The Moor.

**Action: Kathryn**

3. **ACTION PLAN**

The group went through the Action Plan and Kathryn will include the discussed updates and amendments in a new version of the plan.

**Action: Kathryn**

4. **CANON'S WOOD PROJECT**

Allen is working on the Environmental Permit application and Kathryn is seeking a deadline extension from the Tesco Bags of Help for reporting back on the project.

**Action: Allen & Kathryn**

5. **CHESHAM FLOOD ACTION GROUP**

Jane is updating the CFIAG action plan.

**Action: Jane**

Jane is talking to Transport for Bucks about cutting back the vegetation along Latimer Road and the one-way section of Waterside, to enable access by the road-sweeper to help keep the drains clear. Chesham Environmental Group may be able to assist with cutting back the vegetation along Waterside in the Autumn.

David thanked Allen and Paul for the vegetation clearance along Moor Road. Since this was carried out, the vegetation has regrown and the area will be a flood risk if there is heavy rainfall. David will liaise with Allen about developing a regular maintenance plan.

**Action: David**

6. **LORD'S MILL POOL**

We have received no update on this site as of yet.

7. **INVASIVE SPECIES**

David has had no response to the letter he issued to the owner of Waterside Fisheries regarding their Japanese Knotweed and Himalayan Balsam infestation. He will check with the district council's legal department whether a further notice needs to be issued.

**Action: David**

Chesham Environmental Group will check the Himalayan Balsam stand at Millfields following their earlier clearance work.

8. **POLLUTION INCIDENTS**

Allen has not received a reply from Rob Rees in answer to his request for the Environment Agency's view on silt inputs to the Chess from the Vale Brook.

9. **ANY OTHER BUSINESS**

**(i) Pednormead End**

Alex is organising a Flood Fair, which will be held at the 1879 Tennis and Squash Club in Pednor in September. Alex will send the details to the River Chess Association and Jane to help with publicity.

**Action: Alex**

Alex will be meeting the district council's Historic Buildings Officer to discuss property level protection on listed buildings. The aim is for their to be a pilot involving 10 buildings by the end of the year.

**(ii) Wright's Meadow**

Some new garden fencing for one of the Church Street properties appears to have been placed over one of the feeder streams of the river. Tony will take a look and Jane will report to enforcement if required.

**Action: Tony and Jane**

**(iii) Water Resources**

Some members of the group expressed their disappointment at the limited action by Affinity Water on demand management when demand is at an all-time high in the current hot and dry weather.

**(iv) Pednor Road**

Tony reported that there is a lot of debris at the side of the road near The Bury and feels that this poses a flood risk. Alex will look into this, as this is an ordinary water course.

**Action: Alex**

10. **DATE OF NEXT MEETING**

The next meeting will take place on the 6<sup>th</sup> September at 2.30pm at the Town Hall.



## CHESHAM TOWN COUNCIL

**MINUTES** of the 'Impress the Chess' meeting  
held on Thursday 6<sup>th</sup> September 2018 at 2.30 pm at Chesham Town Hall

<b>PRESENT:</b>	Jane MacBean	Chesham Town Council (Chairing)
	Ken Austin	Chesham Environmental Group
	Allen Beechey	Chilterns Chalk Streams Project
	Michael Browne	Meades Lane Resident
	Jon Croot	Chesham Flood Action Group
	Phil Folly	Chesham Environmental Group
	Kathryn Graves	Chesham Town Council
	Tony Molesworth	Chesham Renaissance
	David Stowe	Chiltern District Council
	David Tarn	Chesham Flood Action Group

### 1. APOLOGIES AND WELCOME

Apologies were received from Alex Back (Bucks County Council).

### 2. MINUTES OF 19<sup>th</sup> JULY 2018 AND MATTERS ARISING

#### (i) **Canada Mill**

Jane will speak to representatives from Neptune at an event on the 18<sup>th</sup> September as there has been no progress with the naturalisation the river bank.

#### (ii) **Littering at Meades Water Gardens**

Jane will contact Sgt Roy Evans for an update re increased police patrols in the gardens.

**Action: Jane**

#### (iii) **Thames Water at Latimer Road and Hollow Way Lane**

Huw Thomas was on leave when Jane tried to contact him about the removal of the laurel hedge. Jane will make contact when he has returned.

**Action: Jane**

#### (iv) **Camera Investigation**

Jane will email Thames Water for an update on the CCTV investigation to identify leaks in the drainage system.

**Action: Jane**

#### (v) **Drains**

The ongoing problems with the drains at Waterside and Pheasant Rise have been passed to the TfB Capital Works team for investigation, with any works to be scheduled for 2019-20. We will need to be mindful to check that the works do not cause an increase in sediment inputs into the river.

#### (vi) **Town Bridge**

Jane will continue to request the details of the work to be carried out at the bridge from the Local Area Technician.

**Action: Jane**

**(vii) Broadwater Bridge**

Jane will check with Chiltern District Council whether there is a right of appeal once legal notices have been issued for site clearance.

**Action: Jane**

**(viii) Meades Water Gardens**

Kathryn will put Paul Jennings in contact with Paul Isom regarding the logistics of bridge repairs.

**Action: Kathryn**

**(ix) Moor Road**

Kathryn will check whether any further bank works have taken place near Lords Mill.

**Action: Kathryn**

**(x) School Visits to The Moor**

Kathryn will draw up a list of 'Dos and Don'ts' for visits and is developing a list of schools that are known to visit The Moor.

**Action: Kathryn**

**(xi) Action Plan**

Kathryn is currently drawing up a revised version of the action plan.

**Action: Kathryn**

**(xii) Wrights Meadow**

Chiltern District Council is looking at the positioning of the new fence to determine whether it is correctly on the boundary between the private house and Wrights Meadow.

**3. CANON'S WOOD PROJECT**

The Environmental Permit application will be submitted this week and we have received a deadline extension from the Tesco Bags of Help for reporting back on the project. We will put up signage in the area in advance of the work taking place to explain what is going to happen. We need to advertise for volunteers to get involved in the practical work.

**Action: Kathryn**

**4. CHESHAM FLOOD ACTION GROUP**

Jane is updating the CFIAG action plan.

**Action: Jane**

There has been no sign of Transport for Bucks cutting back the vegetation along Latimer Road and the one-way section of Waterside, to enable access by the road-sweeper to help keep the drains clear. Chesham Environmental Group may be required to assist with cutting back the vegetation along Waterside in the Autumn.

Jane will forward photos of the ponding on Vale Road to Keith Burns.

**Action: Jane**

The new drain at Fullers Hill has been blocked since the beginning of August and is now overgrown with vegetation. Jon will send a photo to Jane so that she can raise this with Keith Burns.

**Action: Jane**

David is having a site visit with some contractors to scope out works in the vicinity of Kitty's Bridge. The work will require an Environmental Permit and is likely to take place in 2019.

**Action: David**

There is a flood fair taking place at the 1879 Tennis and Squash club in Pednor on the 17<sup>th</sup> September. Jane will share the poster with the group. Ken pointed out that it would be useful for flyers to encourage people in properties that are rented to talk to their landlord about the flood fair.

**Action: Jane**

5. **LORD'S MILL POOL**

Jane will email the developer for an update on this site.

**Action: Jane**

6. **INVASIVE SPECIES**

David will check with the district council's legal department whether a further notice needs to be issued to the owner of Waterside Fisheries regarding his invasive weeds infestations.

**Action: David**

Chesham Environmental Group found a small number of Himalayan Balsam plants at Millfields in August. Phil will check the site again.

**Action: Phil**

The Japanese Knotweed stand bordering the Vale Brook at Townsend Road has been trimmed and the arisings are now in the river. Phil will take photos and send them to Kathryn who will make contact with the landlord.

7. **POLLUTION INCIDENTS**

A discussion was held on the pollution entering the Chess from the Vale Brook. Kathryn will investigate the downstream defender installed by the South East Rivers Trust. Allen will distribute the results of the sediment analysis from the Meades Water Gardens restoration to the group. Kathryn and Jane will set up a meeting with the Environment Agency to request data and expertise that could assist with reducing pollution from the Vale Brook.

**Action: Kathryn, Allen & Jane**

There has been fly-tipping of household appliances into the river at Water Lane this week. Photos have been sent to Chiltern District Council as the landowner.

Grass cuttings have once again been dumped in the river along Waterside. It has been cleared by volunteers.

8. **ANY OTHER BUSINESS**

**(i) Hawridge Pumping Station**

David Tarn asked whether anyone knew what the digging works were in the field opposite Hawridge Pumping station.

9. **DATE OF NEXT MEETING**

The next meeting will take place on the 18<sup>th</sup> October at 2.30pm at the Town Hall.

**MINUTES OF MEETING OF  
THE ELGIVA BOARD OF MANAGEMENT  
at 10.30am on Monday 24<sup>th</sup> Sept. 2018 at Chesham Town Hall**

Present: Steve Cherry (Chairman)  
Mick Carling  
Yvonne Plester  
Anthony Ogden  
Cllr. Peter Yerrell (Minute Secretary)  
Fiona Kear  
Lee Bright

Officers: Bill Richards (Town Clerk)  
David Cooper (Elgiva Theatre)

Brian Harris (ACL Consultants)

**1. Apologies:**

Cllr Jane MacBean  
Patricia Cherrill  
Mimi Harker

**2. Minutes**

Minutes of the previous meeting were noted.

**3. Financial Update**

AO presented a table showing the bottom line figures, over 5 months, for this and last year. The bottom line is that we are down £10k in Panto income and recruitment costs came to another £5k and with all other income and expenditure taken into account approximately another £5k down from last year's figure. Budget set this year at £97k but unlikely to hit this target at the moment.

Cinema revenue down and DC advised this was mainly due to the hot August and the inadequate air conditioning reducing audiences. July and August generally difficult due to the warm weather. AO further advised equipment and maintenance costs down this year compared to 5 months previously but added that this might be misleading as Spectrix now charged monthly instead of annually.

DC advised Spectrix not covering costs. Increasing complaints re cash payments. Need to go to inclusive ticketing, charge a percentage with no other add on. New charge to be in place ideally before next 'What's On' issued.

Spectrix is a good system and DC very happy with it.

#### **4. Manager's Update.**

- DC confirmed Tracey Hackett is now the Deputy Manager and the Box Office Staff have been determined. Currently recruiting a box office assistant apprentice. We have a relationship with Bucks College in this respect. Also involved with Bucks Local Enterprise Partnership looking at Stoney Dean School to provide with students with learning difficulties at the theatre.
- 'What's On' will be available in 3 weeks.
- Individual marketing plans set up and formal booking procedures in place.
- Looking to a revived membership scheme.
- Re-tendering for Panto with decision in January. Press Night for this year's Panto on 6<sup>th</sup> December.
- Saturday Morning Cinema is starting and 'Horrible Histories' coming next year.
- DC reminded members of the 20<sup>th</sup> anniversary Open Day, on 3<sup>rd</sup> November from 10 – 2pm. Showcase by all partners and will involve people off the street. Two professional people to do a workshop, tours of the building, a lot going on!!

#### **5. Patio Building Extension Update.**

Brian Harris of ACL Consultants was welcomed to the meeting and introduced to members. ACL has been appointed to establish a Business Plan to consider the viability of the proposed Elgiva extension. His partner Chris Moore is trained in theatre and music. They have been together for 20 years having worked on various art centres. Now working on a theatre in Horsham similar to ours. BH will initially be seeking information from members and talking to most of us. Some liaison with Gym and Swim consultants is also taking place to save on consultation duplication. The Business Plan will also look at our competition, possible architectural changes and consider other aspects.

BH began by suggesting that traditional theatre is struggling to survive on its own and therefore ACL would be looking closely on how best to adapt space.

SC queried how do we best attract and provide diverse activities. BH advised traditional theatres are staying empty mostly during the day, so getting better use during this period is essential. BH said he considered our extension plan is quite small which was inevitable due to the restrictions of the site area. The design however, having two storeys in the round, does give possibilities for more income. He opined that ground floor ok for catering etc although it was important not to rely on considerable income from catering. AO wondered

if it will be worthwhile. BH responded that the extension will have the potential to expand the programme. Investment terms are yet to be determined. It is necessary however to make sure a good balance exists re the service to the community and simple financial returns.

MC said he would love to see the theatre expanding but worried as to whether smaller groups would be able to use it in terms of hire costs. The use of adjoining County Council land or buildings was discussed but this was considered to be a long term possibility and therefore not for present consideration.

SC queried whether the major leisure development in Amersham, which includes a large community hall could have an impact on us. BR advised the idea of a bespoke small theatre had been withdrawn and therefore there ought to be little impact on the Elgiva in this area.

SC thanked BH for his attendance on behalf of the Board and looked forward to speaking to him again.

**6. Date of next meeting:**

Monday 19<sup>th</sup> November at 10.30 am

## A.G.M of ALLOTMENT TENANTS

To be held in the Council Chamber at Chesham Town Hall on:

**TUESDAY 2<sup>nd</sup> OCTOBER 2018 at 7.30pm**

### Minutes

#### **1. Introductory Welcome & Chairman's Remarks - Marshall Hall**

The Chairman gave his report, review of the year, special thanks offered to Paul Isom & his team for help and maintenance on the allotment site. Plans for the future of the allotments group were also discussed.

Jane MacBean spoke for Bill Richards on behalf of the Town Council.

#### **2. Apologies for absence:** Bill Richards, David Page, Mike Allenby.

#### **3. Approval of Minutes of the A.G.M from the 5<sup>th</sup> September 2017:**

The minutes were approved. Proposed: Kate Hutchinson, seconded: David Hall

#### **4. Election of officers to Chesham Allotments Group 2017/18 with attached roles:**

- Chairman/widening participation – Marshall Hall (CR)  
Proposed: Tim Andrew, seconded: Ray Williams
- Vice-Chairman – Tim Andrew  
Proposed: Marshall Hall, seconded: Chris Spruytenberg
- Secretary – Claire Malan (CR South)  
Proposed: Marshall Hall, seconded: Jim Abbott
- Treasurer – Ray Williams (CR South)  
Proposed: Beverly MacKay, seconded: Rachel Watts

Elected en bloc:

- Coffee Morning co-ordinator - vacancy
- Editor of The Grower - Kate Hutchinson (CR)
- Historian - Jim Abbott (CR)
- Website - Tony Muir (AR)
- Maintenance & Facilities - Dave Hall (CR)
- Education & Orientation Coordinator - Chris Spruytenberg (CR)
- Community Liaison - Andrew Sinclair (CR)
- Database Manager - Chris MacKay (AR)
- Council Representative & events coordinator - Jane MacBean (CR)
- Representative - Simon Lee (CR)

Proposed by Beverly Mackay and seconded by Tony Savage

Thanks were offered to Beverly MacKay for her organisation of the coffee mornings as she steps down from the committee.

#### **5. Treasurer's Report - Ray Williams**



The Allotment group are dependent on participation and contributions for fundraising events where the majority of monies is raised for the group. It has been an expensive year with contribution for the safety fence £185, website £722, a new generator has also been purchase on this year's accounts. A small profit of £93 was made last year. The accounts remain healthy, with a balance of £3690. A personal thank you was offered to Beverly for her organisation and efficiency with the monies for the coffee mornings.

Chris Spruytenberg - Asked for confirmation that the accounts were in a healthy condition. Stuart Mead asked if a toilet would be considered at Asheridge Road site - this is not going to be pursued by the Allotments Group.

## **6. Mike Allenby – C.H.S Judge - review judging of allotments:**

Allotments were judged on 19<sup>th</sup> June and 10<sup>th</sup> August 2018.

We looked at 42 new tenant plots but short-listed only nine of them in June to judge in August. Of these 9 plots, only 6 were sufficiently meritorious to judge.

We looked at all plots in Cameron Road and Asheridge Road/Bellingdon Road in June.

We awarded points to 12 small plots in June and re-judged them all in August.

We awarded points to 5 large plots in Cameron Road in June and re-judged them all in August.

Results were announced by Marshall Hall and awarded by Mayor Jane Mac Bean:

## **7. Presentation to winners of Best Kept Allotments and Best Small Plot:**

### Cameron Road large plots

1 <sup>st</sup> Jim Abbott	Plots 31 & 32	173 points (out of 200)
2 <sup>nd</sup> Ray Williams	Plots 215/216A/216B	164 points
3 <sup>rd</sup> Mr S Brooks	Plot 233A/B	156 points

### Asheridge Road/Bellingdon Road large plots

1 <sup>st</sup> Mrs D Stephenson	Plot 24	71 points (out of 100)
2 <sup>nd</sup> Tony Muir	Plot 28	63 points

Other large plots were either ineligible as previous winners or not sufficiently meritorious to provide competition.

### Small plots

1 <sup>st</sup> Mrs K Andrew	Plot 49B, Cameron Road	159 points (out of 200)
2 <sup>nd</sup> Mr M Titouh	Plot 25B, Bellingdon Road	155 points
3 <sup>rd</sup> Chris Spruytenburg	Plot 93, Cameron Road	153 points

## **8. Presentation to the winner for Best New Tenant:**

### New Tenants

1 <sup>st</sup> Mr D M Heasman	Plot 227A, Cameron Road	79 points (out of 100)
2 <sup>nd</sup> Mrs F Melian	Plot 225A, Cameron Road	78 points
3 <sup>rd</sup> Mr M Titouh	Plot 23B, Bellingdon Road	72 points

## **9. Future Initiatives by the Allotments Group**

Included in the Chairman's comments.

**10. Any Other Business:**

- Spud in a bucket competition - Beverly MacKay:  
It was the first year of the competition which was very successful and congratulations were offered to the winner Mr John Cox with 3.831KG, the competition is on the website and it is hoped that it will be an annual event.
- Tyres on the allotment sites - Rachel Watts: If anyone has lost tyres from the allotments site. The Council has arranged removal for recycling if they are not being used.
- Chesham in Bloom - Chris Spruytenberg: Chesham was awarded a Silver Gilt and best large town. The group would appreciate more help with the aim to achieve a Gold medal.
- Allotment Rents - Kate Hutchinson: The allotment rents have gone up and Tenants have not been informed or consulted. Jane MacBean & Rachel Watts will discuss this with The Council and report back to the committee.

**11. Closing Remarks:** Thanks offered to everyone for attendance, there are two more coffee mornings left of the year and a Fish & Chip supper on 10th November.

Meeting closed at 8.31  
Claire Malan

**Friends of Chesham Cemetery**

**General Meeting**

**Tuesday 9<sup>th</sup> October 2018**

**Chesham Town Hall 7.30pm**

**Present:** Cllr Roderick McCulloch (Chair), Phil Folly (Secretary/Treasurer), Kate Folly, Jean Queripel, Ken Austin, and Maria Pontin.

- 1. Apologise:** Mora Walker (Vice Chair)
- 2. Minutes of Last Meeting:** Minutes of the 17<sup>th</sup> July approved and signed by Roderick.
- 3. Matters Arising Not on Agenda:** No matters arising
- 4. Treasurers Report:** Since our last meeting £ 100 donation handed in at the Town Hall and £30 of donations at the Hearse House on Heritage Day. Bank Balance now stands at £861.76 cash in hand £62.50
- 5. Thames Valley Update:** Phil didn't invite the police (Will ask Sharon who she used to contact) Phil said he had been called out by the resident next to the Cemetery. She had to call out the police as there was an altercation at 12.30 in the morning Bellingdon Road end, the cemetery rose bed had been trampled on, and she wanted me to see the damage. Some of the roses were damaged and she wanted it reported. I reported it to the Town Hall. Ken had also heard that there had been a fight in the cemetery, but he didn't think it was the same occasion Phil was talking about.
- 6. Cemetery Update:** The Friends would very like to thank Paul and his team for refurbishing the toilet. Maria Pontin said that the grass cutting was much better. Jean Queripel reported that the headstones at the Berkhamstead Road end of the Cemetery along the main pathway seemed to be leaning over a lot more than usual. She thought it might be vandals. Phil had a look and they did seem to be leaning more than before. We have had some heavy rain after a long spell of dry weather and that may be the cause.

Phil said he was called out a couple times during week days as his phone number is on the gate noticeboard. The first occasion was when both the Bellingdon Road and Berkhamstead Road gates were closed this was about lunch time. Phil was asked to open the gate in Berkhamstead Road so an elderly gentleman in a car could visit a relative's grave, which Phil did. The other occasion was when a window cleaner phoned Phil, he was at Bellingdon Road cemetery gates which were closed. He said he was there to clean the windows but couldn't get in. Phil took it that he was going to clean the Chapel windows as they are only the windows in the cemetery although could have been the lodges. Phil told him that he was at the wrong gates and if he went around to the Berkhamstead Road gates they would be open.

**7. Exhibitions for Heritage Open day:** We had very successful day, although we missed Sharon and Michael on the day. Sharon had tidied up the hearse house and left us information about the nurses and doctors buried in the cemetery, also left us her gazebo that we erected outside with chairs that Ken supplied, we were very comfortable. Well over 100 people turned up during the day, some had been nurses at the old Chesham Hospital. Others had concerns such as the Annie Brockbank's grave the suffragette an Ash tree was covering her name – reported it to Paul he had it cut back. Another was concerned that the Ivy was climbing up the Hearse House walls and the roof, which might get damaged. Several wanted to visit the chapel as on other occasions we had it opened, unfortunately we had to tell them this time, we were advised not to open the chapel as it wasn't in a stable condition.

**8. Remembrance Sunday:** Actually, this year falls on the very day of the 100<sup>th</sup> anniversary of the ending of the Great War (WWI). The Hearse House will be open from 12.00-4pm. Will bring along the tea and biscuits.  
**Phil to contact Sharon.**

**9. Working Party:** A couple of Friday evening work parties carried out during the summer. We gave those graves that had wrought iron fencing

surrounds that had been given an undercoat some time ago a black gloss top coat.

We also tidied up the Ford's Family Grave an Auctioneer of the Town the son was the town registrar we cut away the ivy, will clean the marble stone and paint the iron wrought iron fence next year. The Wild flower plot hasn't been dealt with needs to be cut back. Phil said he will strim it Not sure whether to carry on with it next year.

**10. AOB.** Maria said that the recycle bin at the top gate was missing and the cemetery sign had graffiti on it.

We have a stall at the Volunteer Day event in The Broadway Baptist Church on 27<sup>th</sup> October, Jean Queripel will be in attendance.

**11. Date of Next Meeting:** 16<sup>th</sup> April 2019 AGM and Ordinary meeting.  
(Booked)

Meeting concluded 8.30pm

## **AGENDA ITEM NO: 5 - CHESHAM MOOR GYM AND SWIM CENTRE**

**Reporting Officer: Stephen Pearson (01494 583825)**

### **Summary**

1. To consider the financial report for the five months of 2018/19.

### **Background Information**

2. At the meeting of the Policy and Resources Committee held on the 17<sup>th</sup> December 2007, it was resolved that: *'the Officers, in consultation with the Friends of Chesham Moor Swim & Gym, produce a five year business plan and that there be regular monitoring reports to each Recreation and the Arts Committee Meetings.'* (Minute No.38).

### **Financial Implications**

3. As outlined within the report.

### **Equality Act Implications**

4. Non applicable.

### **Strategic Objectives**

5. Accords with the Council's strategic aim 1b – *'The Moor Gym & Swim, with its outdoor pool, ball courts and gym, is a unique facility which provides family friendly leisure and fitness opportunities in a rural setting. It will be maintained and enhanced wherever possible in an environmentally friendly way.'*

### **Detailed Consideration**

6. The membership takings (**excluding** VAT) are detailed in the table below. However it must be noted that the monthly and annual gym memberships include **free swimming and free tennis** and some members may take up membership purely for swimming.

	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
April	9,540	12,390	13,232	13,808	13,904
May	9,964	11,044	13,560	12,485	13,560
June	11,300	13,502	12,189	12,283	13,046
July	12,148	12,369	11,516	14,363	15,438
August	8,620	11,166	12,006	12,546	11,785
September	9,462	10,943	12,834	11,067	

	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
October	9,754	9,429	11,196	11,766	
November	9,366	10,350	11,947	10,913	
December	9,089	11,113	10,972	10,564	
January	12,509	12,106	14,834	14,720	
February	9,740	9,614	10,822	10,828	
March	11,574	12,054	12,202	12,657	
<b>TOTAL</b>	<b><u>122,866</u></b>	<b><u>136,080</u></b>	<b><u>147,310</u></b>	<b><u>148,000</u></b>	<b><u>67,733</u></b>

7. The above gym figures show a 3.4% increase of £2,248 when comparing the first five months of 2018/19 against that of 2017/18. In line with the Internal Auditor's report, the number of new Members and gym visits are being included within this report and are shown below:

	Annual	Monthly	Daily	10 gym	Total
January	1	52	6	3	62
February	1	31	10	2	44
March	1	42	12	0	55
April	3	50	17	1	71
May	3	64	3	2	72
June	4	67	5	1	77
July	2	107	15	1	125
August	To follow	To follow	To follow	To follow	To follow
Total	15	413	68	10	<b>506</b>

**Total gym visits:** January **2,118** February **2,378** March **2,198** April **2,400** May **2,242** June **2,094**, July and August figures to follow

8. Swimming income has done very well due to the long spell of good weather rising from £62.5k last year to £82.5k this year for the five months ended 31<sup>st</sup> August 2018. Other income such as pool hires, classes, etc. is also up. Overall income has risen from £187k to £214k.
9. Expenditure on salaries & wages is up from £82.3k to £92k due to the pay award, which included rises of around 9% for the lower paid, the annual staff increments and a slight increase in the employers' pension contribution rate from 23% to 24.1%. Equipment, repairs and maintenance are currently higher than last year due to the purchase of the new spinning bikes, the classes of which are now up and running and undergoing a marketing promotional and an update on this will be made in the next report. The non-domestic rates have risen from £21,446 to £25,767 due to the new valuations that came in last year but an agency is still looking at the possibilities of any appeal which have been delayed due to problems with the appeals system.

10. Overall the net subsidy is showing an improvement against the same period last year and is currently forecast to come in around £97k against a budget of £112k at the end of the year.
11. Work on the new investment projects such as the possible building extension, the possibility of covering the multi-court with a 3G artificial surface and possible implementation of a new software package for bookings and accounting are still under investigation with a feasibility report on the possible extension due out in the next few weeks.

**Recommendation**

**That the Gym and Swim financial position be noted.**



## **AGENDA ITEM NO: 6 – INCLUSIVE TICKET PRICING AT THE ELGIVA**

**Reporting Officers:** David Cooper (01494 582902) and Bill Richards (01494 583824)

### **Summary**

1. To note and agree to the proposals to change from charging a booking fee to an all-inclusive ticket price for shows and events at the Elgiva Theatre.

### **Background Information**

2. Since European Union legislation determined it was illegal to charge a fee for credit or debit card use from January 2018, the Elgiva has been implementing an administration fee of £1.00 applied to all transactions whether cash or card rather than fee for card use only.

### **Financial Implications**

3. As outlined within the Report.

### **Strategic Objectives**

4. Accords with Strategic Objective 1 – *‘To enable residents to enjoy high quality social, recreational, and cultural facilities within the town and to seek the continuing improvement and development of these facilities in accordance with the desires expressed by the residents.’*

### **Equality Act Implications**

5. None pertinent to this Report.

### **Detailed Consideration**

6. The implementation of the booking fee has been in operation for some 9 months now. While it has helped defray some of the losses that would have occurred following the outlawing of charging a card fee (credit cards and debit charge around 1.0% for their respective uses), it is apparent that it is still adversely affecting the income the Council receives. Moreover the current system could be considered unfair in the fact that the one pound administration fee applies whether a customer is for a single cinema ticket by card or cash or buying multiple £15 plus tickets for one or several shows.

7. Accordingly, in line with most other theatres, the Manager is proposing the following to be implemented:
8. The implementation of an inclusive ticketing policy for all shows going on sale from 1<sup>st</sup> January 2019. The theatre currently adds the transaction fee to the advertised ticket price during the booking process. The customer may therefore be unaware of the total cost of the tickets until the transaction is completed. This is deemed to be unfair. Including the booking fees in the advertised ticket price means the customer is fully aware of the total cost prior to purchase.
9. There will be a period of transition as some shows are already on sale for 2019 and contracts in place with the promoters. The Spring 'What's On' guide will be the first brochure to feature the new pricing structure. The new pricing policy will mean that the purchase process will be quicker, more transparent and easier for both the customer and our box office staff to manage. It is proposed to adopt the following charges 50p per ticket for tickets under £10 and £1 for tickets £10 and over. It should be noted that that the Swan Theatre in Wycombe charges a £2 per ticket booking fee and The Waterside Theatre in Aylesbury £2.90 to £4.90 booking fee plus £2.85 transaction fee.
10. While there is a slight danger that sales may drop marginally by an additional cost to the ticket price, the Manager is confident that overall income levels will rise because of this action. Last year, the theatre sold 43,830 tickets, at an average of 2.92 tickets per transaction. Therefore, an estimate of additional income generated once the shows currently on sale have been completed would be, conservatively, £21,000 - £25,000 (compared with just over £14,000 for the single administration fee). The additional income will help cover the operational costs resulting from the extension of the box office opening hours which has implemented to increase accessibility and improve customer service.

**Recommendation**

**That the Committee agrees to the implementation of an inclusive ticketing price for the Elgiva to replace the single administration fee of £1 currently charged.**

## **AGENDA ITEM NO: 7 - REMEMBRANCE SUNDAY SERVICES AND EVENTS 2018**

**Reporting Officer:** Bill Richards (01494 583824)

### **Summary**

1. To note the events lined up for events commemorating the 100<sup>th</sup> anniversary of the end of the First World War on Sunday 11<sup>th</sup> November 2018.

### **Background Information**

2. At the Council meeting held on the 3<sup>rd</sup> September 2018, it was resolved that *'the Council grants permission for the possible use of Lowndes Park for the performing of a piper in the morning and erection and lighting of a beacon in the evening on the 11<sup>th</sup> November and the funding of the piper be delegated to the Town Clerk in liaison with the Town Mayor. ... agrees to the erection of a 'poppy soldier' and 'silhouette soldier' in or around the War Memorial subject to further discussions with the purchasers of the latter and agrees in principle to making a financial contribution to the making and erection of a beacon following confirmation of final costs and contributions from other organisations with the amount provided by the Council to be delegated to the Town Clerk in liaison with the Town Mayor.'* (Minute No. 42)

### **Financial Implications**

3. Thanks to a generous contribution from the Chesham Society and a £300 grant from Chiltern District Council, the final cost to the Council will be much less than initially anticipated.

### **Strategic Objectives**

4. Accords with Strategic Aim 5a – *'Encourage community associations and other voluntary organisations which actively engage in projects that contribute to social inclusiveness and community cohesion.'*

### **Equality Act Implications**

5. None pertinent to this Report.

### **Detailed Consideration**


6. Following the Council meeting in September, representatives of the Council, St Mary's Church, the Chesham Society and Your Chesham magazine met to develop the programme (see **attached** notes). In addition, the Clerk and Rector of

St Mary's have been liaising with the Chesham British Legion who are progressing well with the actual morning service.

7. The programme has now been finalised and is outlined in the **attached** leaflet. Members are asked to note the programme, asked to be present on one or more events and promote it as widely as possible across the town as a fitting tribute to those who made the ultimate sacrifice during the Great War and all other subsequent conflicts.

**Recommendation**

**That the Remembrance Sunday 2018 commemorative events are noted.**



Bill Richards  
Town Clerk

## CHESHAM TOWN COUNCIL

**NOTES** of the 'Remembrance Commemoration Day 2018' meeting  
held on Wednesday 3<sup>rd</sup> October 2018 at 2.30 pm at Chesham Town Hall

<b>PRESENT:</b>	Jane MacBean	Chesham Town Mayor (Chairing)
	Simon Cansdale	Rector - St Mary's
	Jed Elverson	Editor - 'Your Chesham'
	John Graves	Chesham Society
	Bill Richards	Chesham Town Clerk

### 1. WELCOME

Jane welcomed all and explained that the purpose of the meeting was to co-ordinate and advertise the commemoration of the centenary of the ending of WWI in Chesham on November 11<sup>th</sup>.

### 2. MORNING PROGRAMME

#### **6am Sunrise**

Jamie Kendall has agreed to play 'The Battle's O'er' as a Lone Piper - as being undertaken across the UK. Agreed to pay Jamie an appropriate fee. A brief discussion of the location took place but agreed that Lowndes Park would be the preferred site. Jane to be in attendance as Mayor.

#### **10.45am**

Parade to start from White Hill Centre. Usual uniformed groups and services to attend but this time led by the ATC Band.

#### **11am**

Service at the War Memorial to be led by Simon. Additionally this year, Mayor to read 'In Flanders Fields'; Father Alessandro Renò of St Columba's RC church to lead prayers; David Robertson to reprise 'Woodbine Willy' monologue; Chrysalis Choir to perform. Simon said he has made overtures for the Mosque to take part but had not heard back as yet. Simon also reiterated he had been liaising with Bob and Andy Parrin at the Legion who were happy with the scheduling.

The importance of the sound system was emphasised and the electrics working.

**Action: Bill to liaise with Parks and Premises team on electricity box.**

Wreath-laying would be the usual organisations plus the football club, who lost most of its team in WWI, and CDC.

**Action: Jane to order CDC wreath**

Discussions took place on the need to submit the event to the multi-agency Safety Advisory Group in light of the likely numbers attending. It was agreed that it may be sensible to take advice on this particularly as there was no one organisation co-ordinating the event.

**Action: Bill to contact Ian Snudden at CDC**

The question of buses and taxis was raised. Bill advised buses were usually re-routed and it was rare for taxis to come into the Broadway and, moreover, spaces on times like this were allocated to taxis in Star Yard. However it was agreed best to confirm.

**Action: Jane to contact Masud Ahmed of the local Taxi Drivers' Association.**

Suggestions were made about asking 'Chiltern Voice' to do live outside broadcast and the Broadway Baptist Church doing a live feed of the Cenotaph service.

**Action: Jane to contact Chiltern Voice.**

**Simon to contact Broadway Baptists.**

Bringing and waving of 'Flags of All Nations' as happened in 1918 to be encouraged.

It is still proposed to have a reception in the McMinn's Centre after service. Agreed important this is advertised well.

### **3. EVENING PROGRAMME**

Simon to lead the 6pm early evening service at St. Marys Church which will be effectively a repeat of the same service held 100 years ago to be followed by a candlelit procession to the top end of Lowndes Park.

Bell-ringers to undertake either a quarter or full 'peal'.

Jane Dodd to do an official 'cry' at 6.50pm. Bugler to undertake 'Last Post' at 6.55pm

Lighting of the beacon at 7pm. Jane explained that a beacon had been commissioned and a brief discussion ensued as to how to ensure it was lit in the event of wet weather; how it was secured and how to keep the public a safe distance away. Agreed it was best to talk to the Council's Parks and Premises Manager in respect to these issues.

**Action: Jane to have site meeting with Paul Isom.**

It was noted that the Chesham Society was kindly contributing to the beacon. It was agreed that rather than having a plaque acknowledging this on the beacon which may get fire damaged, it would be better to have the plaque located elsewhere. Actual location to be a further discussion between John and Chesham Town Council officers.

All agreed that having people in Edwardian costumes would add to the occasion.

**Action: Jane to speak to local theatre groups.**

### **4. OTHER EVENTS AND ACTIVITIES**

- 'Silhouette Soldiers'. 3 purchased through crowdfunding to be located at War Memorial, Amersham Road roundabout and Market Square. Jane suggested that the latter might be better affixed to the Clocktower and would need to speak to Paul Isom about this. All to come down by end of the year.

**Action: Jane to contact Paul Isom.**

- 'Percy', knitted soldier, to be located on the bench by the War Memorial. 'Guerrilla Knitters' also proposing poppy display around Clocktower, poppies on sticks and garlands in trees.

- Shopfronts to be encouraged to undertake 'red, white and blue' displays before the day.

**Action: Bill to write letter to shop owners on behalf of the Mayor.**

- Possible attendance of Deputy Lord Lieutenant either in morning or evening.

**Action: Jane to confirm with Joe Bradshaw.**

- Lighting at War Memorial to be repaired before 11<sup>th</sup> November.

5. **ADVERTISING AND PROMOTIONS**

Jed confirmed happy to promote in 'Your Chesham' with the deadline of the 18<sup>th</sup> October for copy. All agreed to promote through as all many social media sites and other outlets as possible to ensure a good attendance from the town residents.

Bill Richards  
4.10.18

# REMEMBRANCE CENTENARY



SUNDAY 11<sup>TH</sup> NOVEMBER 2018



**6am in Lowndes Park**

**Lone Piper Jamie Kendall**

'The Battle's O'er' joining over 1000 pipers across the UK

**10:45am**

**Remembrance Parade**

**11:00am**

**Chesham Town War Memorial Service**

Enhanced ceremony including multi-faith leaders, the Mayor, local Councillors and the Chrysalis Choir including the laying of wreaths. Residents encouraged to bring 'flags of all nations' in celebration. High street buildings will be decorated in red, white and blue as they were 100 years ago. Refreshments after the ceremony at Broadway Baptist Church, United Reformed Church and The Royal British Legion at The McMinn Centre.

**5:30pm**

**Evening Service at St Mary's Church**

Re-creating the service from 100 years ago today.  
A quarter peal of the church bells. Candlelit procession to Lowndes Park.

**6:50pm in Lowndes Park**

**Chesham Town Crier Jane Dodd**

A Cry For Peace Around The World

**6:55pm in Lowndes Park**

**Lone Bugler Kenneth Brown**

The Last Post

**7:00pm in Lowndes Park**

**Chesham Town Beacon**

Participation in the National Beacon lighting ceremony co-funded by The Chesham Society and Chesham Town Council

**Lest We Forget.**

The reading of the names of Chesham's fallen

Thanks to Chesham's Guerilla Knitters for 'Percy' the Poppy Soldier and to the residents of Chesham for funding 4 'There But Not There' commemorative tributes sited across the town

ALL RESIDENTS ARE ENCOURAGED TO JOIN THE  
CELEBRATIONS AND GIVE THANKS FOR PEACE