

F.

CHALFONT HEIGHTS ROADS COMMITTEE

47th Annual General Meeting

to be held on
Tuesday 19th February 2002 at 8.15 pm at

CHALFONT ST PETER YOUTH CLUB, Tithe Barn, Sandy Rise

There are limited parking spaces at the Tithe Barn, so please walk or park as carefully as possible and avoid any inconvenience for residents of Sandy Rise

AGENDA

1. Minutes

To confirm the Minutes of the 46th Annual General Meeting held on 20th February 2001.

2. Committee Report for 2001

2.1 To consider the content and matters arising from the under-noted sub-sections of the Report:

- a) Introduction
- b) Roads
- c) Trees, Verges, Islands and Entrances
- d) Trustees and Development

2.2 To approve and adopt the sub-sections of the Report a) to d) as listed under 2.1.

3. Financial Report and Accounts for 2001

- a) To consider the content
- b) To approve and adopt the Financial Report and accounts

4. Appointment of Auditors

5. Committee

Appointment of Committee for 2002
Appointment of Secretary

6. Any other business

7. To close the Meeting

Chalfont Heights Roads Committee

Minutes of the Forty Seventh Annual General Meeting

**Held at Tithe Barn, Sandy Rise
at 20.15 on
Tuesday 19th February 2002**

Present:

Fifty eight Residents (representing 46 households) signed the attendance register. This number included six members of the Committee as follows: R W Stewart (Chairman), B Bradbrook, D. Bryan, P Cassell, K L Morrison & J W Williams.

Apologies for absence were received from Mr & Mrs D Blackburn, Mr D Brown, Mrs P Bryan, Mr A Cook, Mr A Graham, Mr & Mrs J D Hughes, Dr B Hulme, Mrs M Kendal.

The Chairman, Bob Stewart, welcomed all residents for braving the awful weather before opening the meeting.

1. Minutes

1.1 The Minutes of the Forty Sixth Annual General Meeting held on 20th February 2001 were submitted for approval. This was proposed by Mr R Mellor, *Clayton, Lewis Lane* and seconded by Mrs I G Down, *Stoneycroft, Lewis Lane*. The proposal was unanimously confirmed by the meeting.

2. Committee Report

2.1 Introduction

The Chairman thanked Mr G Murray (*Holly House, Lincoln Road*) & Mr G Gillies (*Gretel Cottage, Ellis Avenue*) for their efforts in connection with producing the new site map of the Estate. Copies have been given to local Emergency Services and Medical Surgeries who have expressed thanks and confirmed that this will be of great help in locating individual properties. Councillor Bruce Allen (*Upway Corner, Upway*) asked if he could have a copy of the file by e-mail if possible. It was suggested that copies might be displayed at various locations around the Estate to assist delivery drivers and visitors, but overall opinion was that they would be subject to vandalism. Agreed no action to be taken.

2.2 Roads and Signs - K L Morrison

a) Mr Morrison confirmed that road work in 2001 had been confined to local repairs and that by and large the Estate roads were in reasonably good condition. The area of greatest concern is upper Chiltern Hill where Three Valleys Water have carried out extensive work to repair a major burst and replaced the Water main. There has been subsidence, which is being monitored and will be reviewed again in twelve months time. Road sweeping has been carried out recently but was followed by a severe gale which brought further debris. There have been areas of wet leaves and debris on the roads. Mrs B Wickham (*Chiltern Lodge, Upway*) commented that if individual residents kept the verges and road edges in front of their houses clear of debris we wouldn't have such a problem. Mention was made of outside garden contractors blowing leaves from one area to another, which does not help matters.

b) Mention was made of the poor condition of the last speed ramp at the bottom of Chiltern Hill, which is in need of repair. Ken Morrison said he was aware of the problem and that he would have it looked at.

c) Mr D K Grieve (*Langsett, Woodside Hill*) drew attention to the inadequacy of the piped gutters beneath some drives in Woodside Hill which block easily causing flooding to driveways and asked if something can be done to prevent blockage. The simplest remedy is for residents to keep their own gutters cleared of debris and Mr J F Warder (*Chalfont View, Lincoln Road*) said that the residents on the lower side of Lincoln Road have an even greater problem but the only solution is for the residents concerned to provide a simple drainage run for the water to disperse. He considers this to be a responsibility of individual residents and not one for the Estate as a whole. The Committee confirmed that residents of Woodside Hill were consulted before drainage tubes beneath drive entrances were installed and they had agreed these were the preferred solution at the time.

2.3 Trees, islands and Estate entrances - D Bryan

a) Referring to the report for 2001, Mr Bryan confirmed that careful attention had been paid to maximising visibility at corners in the Estate by regularly trimming hedge growth, particularly at the Upway/Chiltern Hill corner, the Chiltern Hill/Ellis Avenue island and the Woodside Hill/Lincoln Road island.

b) Bollard painting had been deferred from 2001 to this year to keep expenditure within budget and will be carried out as soon as road repairs have been completed.

c) Mr R Mellor (*Clayton, Lewis Lane*) asked if the island at the top of Lewis Lane would be restored when construction work on *Robyns Cwm* was completed. Assurance was given that it is intended to re-establish and, hopefully, improve this island when the work is completed.

d) A comment was made that the keep left arrows on the island at Chiltern Hill/Ellis Avenue have been a success, although some vehicles do still ignore them and pass on the wrong side. All residents are warned to be alert for vehicles which ignore the signs and which could cause a head-on collision.

e) Mention was made that some Estate trees appeared to be becoming top heavy and Mr Bryan agreed that the Tree Surgeons would look for any problems during the annual survey this Spring. He also commented on the danger of creeper growth which is a threat to trees and should be eliminated wherever possible.

f) Mr A C Lane (*Arima*, Sandy Rise) commented that Refuse Contractor's vehicles and Building Contractor's vehicles for *Robyns Cwm* have eroded the verge in Sandy Rise. Mr Bryan explained that although precautions have been taken by requesting contractors & suppliers to avoid verges, it was inevitable that verges would be damaged during the construction period. But the developers have undertaken to restore any damage once building work is completed. We have considered the use of kerbing at critical points but it is not fully effective. We have arranged for small direction signs to be placed at junctions within the Estate to clearly direct large vehicles delivering supplies to *Robyns Cwm* so that we can control the routes they take to the two sites and minimise the potential damage to the Estate.

g) Mrs B Wickham kindly informed the meeting that she had been shown a method for establishing the age of large oak trees and she estimates that the oak tree on the Chiltern Hill/Ellis Avenue island is 180 years old and the one at the entrance to Winkers close is between 120 & 160 years old. Dennis Palmer (*Warren Lodge*, Upway) said that we have a third oak tree which is 80 years old.

2.4 Trustees and Development - R W Stewart

a) Mr Stewart referred to the report and the 23 development applications received for planning/development approval during 2001. This was a record number and resulted in a very time consuming year for monitoring development projects. Of these only two were of major significance and concern, *Brightlings*, Chiltern Hill and *Robyns Cwm*, Sandy Rise.

b) *Brightlings*, Chiltern Hill was purchased by a property developer with a specific intention of considerably increasing the size. Objections to this oversize development were raised by neighbouring residents and the Estate Committee. The first planning application was withdrawn and the second application, which did not comply with Estate guidelines, was rejected by Chiltern District Council. A third application was then lodged and this is also subject to certain objections by neighbours and the Committee. CDC Planning Authorities will consider this application on 7th March 2002. Mr Stewart reminded the meeting that the Committee do not receive advance details of planning applications from Chiltern District Council and would therefore be grateful for details of any notifications received by neighbouring residents.

c) The sale of *Robyns Cwm*, Sandy Rise was referred to at last year's meeting and the site was sold to a property company Woodcock Homes. Mr Stewart gave a detailed explanation of the events which led to the current development and explained that the Estate Committee had to establish a reasonable compromise between the maximum potential development of the site, which would maximise the value of the inheritance by the family of the late Mrs Welsh and an acceptable development which would fit in with the Estate as a whole and be acceptable to the majority of the neighbours. Original proposals were for three or more houses on the

site, but the Committee had felt that two houses was an acceptable compromise. Mr G A George (*Acorn Tree Cottage*, Lewis Lane) and Mr J H Stokes (*Cariads*, Lewis Lane) felt that the Committee had encouraged the development and the houses being built were not in keeping with the area and surrounding properties, particularly those in Lewis Lane. They also felt that they were not kept informed by the Committee with details of the development and general lack of information. The Chairman apologised if residents were not kept advised of progress but pointed out that the Committee themselves were often not given advance details of plans and applications. The CDC Planning Department sent letters giving details of the plans to 19 neighbouring residents of whom only 4 replied objecting to the plans. So far as access easement over the verge in Lewis Lane is concerned for a house on the upper level of the site, the Committee is required to show reasonable consideration to such a request.

Councillor Bruce Allen pointed out that the County has to provide a great number of homes over and above what is already approved and in the pipeline and this site could have been developed with a block of flats as has happened in Packhorse Road.

Mr Stewart advised that Woodcock Homes have paid verge easements of £16,500 to the Estate and, upon completion of the development, a sum of £3,000 each for making good Lewis Lane and the Sandy Rise spur. It is possible that this work will be carried out in the 2003 roads programme.

d) Mr G N Fearn (*Langley*, Winkers Lane) asked if the Committee is required to advise residents of any forthcoming development. He was advised that there is no legal requirement for the Roads Committee to give such notification.

e) Mrs B Wickham (*Chiltern Lodge*, Upway) wondered whether the Parish Clerk could assist in providing the Committee with details of any relevant planning applications for the Estate. Mr B Allen confirmed that the Parish Clerk is advised of all planning applications within 2 or 3 days of them being lodged. He offered to scan this information and keep the Committee advised if this will be helpful for the Estate.

f) Finally it was confirmed that plans of developments are available to everyone at the Chiltern District Council offices. Residents and others may attend Parish Council meetings but cannot take part in any debate, except at the end for a period of 15 minutes.

g) A general discussion took place on the weight limits and speed of contractor's vehicles and the damage caused to verges. It was felt that any residents requiring deliveries within the Estate should take responsibility for advising the suppliers of the limited access on Estate roads and request the suppliers to keep vehicle size to the minimum possible.

2.5 There being no further questions on the Committee Report, the Chairman asked for a proposal to approve these sections of the Report. Mrs V Chandler (*Swan Ridge*, Lincoln Road) proposed adoption of the Report and Mr D B Palmer (*Warren Lodge*, Upway) seconded the proposal which was carried.

3. Financial Report & Accounts – B Hulme (Treasurer)

a) As the Treasurer is indisposed, the Chairman asked for any questions, but there were no comments. He mentioned that there was an increase in the surplus which would be carried forward to build up the necessary reserves for subsequent road re-surfacing programmes. The re-surfacing programme may be subject to extension and quotations obtained for certain work had increased from previous years by up to 30%. Residents were asked to hand any subscription cheques to Anne Hulme who was at the meeting.

b) Mr J F Warder (*Chalfont View*, Lincoln Road) proposed and Mr A R H Mellor (*Clayton*, Lewis Lane) seconded the adoption of the accounts. Motion was carried.

4. Honorary Auditors

The Chairman thanked the Hon. Auditors Mr R Solomon and Mr K Quilter for once again giving excellent service to the Committee and the Estate and advised the meeting that they were both willing to be re-appointed for the year 2002. This motion was proposed by Mrs B Bradbrook (*The Orchard House*, Sandy Rise) and seconded by Mrs B Wickham (*Chiltern Lodge*, Upway). The motion was carried.

5. Committee

5.1 The Chairman advised the meeting that all seven existing members of the Committee were available for re-election for the year 2002. Mr R W Stewart is standing down as Chairman and the Committee has agreed that Mr D Bryan will take over the Chairmanship commencing in March 2002. Mr G J Gillies (*Gretel Cottage*, Ellis Avenue) has agreed to join the Committee commencing in March 2002, bringing it to minimum strength.

5.2 Mr D B Palmer (*Warren Lodge*, Upway) proposed that all eight members of the Committee should be re-elected en-bloc, seconded by Mr J F Warder (*Chalfont View*, Lincoln Road). The motion was carried.

5.3 The Chairman thanked the meeting for their support and once again asked the residents for assistance in providing a Secretary for the Committee. Mr Bryan has now produced all the Committee paperwork for almost three years and would greatly appreciate some help from anyone with Word Processing skills and facilities.

6. Any other business

6.1 Once again the question of house numbering was discussed. It was concluded that all residents should ensure that their house names are displayed clearly and prominently to assist deliveries and particularly emergency services. There are still a few houses on the Estate with no house name displayed at all, making identification un-necessarily difficult. Mrs C Sydee (*Leighwood*, Winkers Lane)

pointed out that it was a nightmare situation for doctors making house calls and that the new map would certainly be a help for the Village surgeries.

6.2 Following a question from a resident, it was confirmed that Chiltern District Council is responsible for the road name signs and has recently replaced those that were missing in Lincoln Road and Chiltern Hill.

6.3 Mr D Bryan thanked Mr R W Stewart for his outstanding and diligent contribution to the Estate as Chairman for the past four years and welcomed his continued presence as a Trustee for 2002.

6.4 Mr N McAlister (*Roughdown*, Ellis Avenue) thanked the Committee in general for their contribution to the management of the Estate.

There being no further business the meeting closed at 22.15.

CHRCIMINAGM190202b

CHALFONT HEIGHTS ROAD COMMITTEE

INCOME & EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2001

2000	Income		2001
	Subscriptions Received		15,265
	less movement paid in advance	-	156
	Subscriptions for the year		15,421
11749	Net Subs		14,991
508	Deposit Interest	518	
-99	less: Corporation Taxation	- 104	414
12158	Net Income		15,405
	Expenditure		
9349	Roads Maintenance	3,417	
2613	Tree Maintenance	3,943	
827	Insurance	910	
168	Secretarial & AGM	326	
517	Legal Fees	529	
13474	Total Expenditure		9,124
-1316	Surplus(Deficit) for year carried to Balance Sheet		6,281

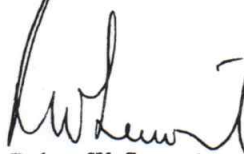
BALANCE SHEET AS AT 31 DECEMBER 2001

2000		2001		2000		2001
	Capital Account			200	F/H Est. & Verges	200
14,434	Balance B/F	13,118			Bank:	
- 1,316	Surplus(Def) for Year	6,281			Current A/C	2,031
13,118		19,399		3,391	Deposit A/C	17,834
				10,345	Total Bank	19,865
102	Creditors	105		13,737		
717	Subs. rec'd in advance	561				
13,937		20,065		13,937		20,065
						0

for and on behalf of the Committee



Barry Hulme
Hon. Treasurer



Robert W. Stewart
Hon. Chairman

AUDITORS' REPORT

We have examined the foregoing Income and Expenditure Account and find that it is a true statement of the transactions of the year ended 31 December 2001 and that the Balance Sheet gives a true and fair view of the assets and liabilities at 31 December 2001.


Roy Solomon


Keith Quilter

Honorary Auditors