

Little Chalfont Park Liaison Group

08.04.25

Summary of discussions

This document is a public record of the key topics raised at the meeting and is separate from the full set of minutes and action points, which is confidential. The project team will update the website FAQs and information regularly based on feedback from these meetings.

For more information on any item mentioned, please first visit the website or contact a member of the Liaison Group.

Attendees

- Chris Holmes - Little Chalfont Parish Council (CH)
- Victor Davies - Little Chalfont Parish Council (VD)
- Sian Lloyd - Little Chalfont Community Association (SL)
- Fiona Williams - Little Chalfont Community Association (FW)
- Henry James – Hill (HJ)
- Isobel Yeardeley – Hill (IY)
- Jenny Cooper– Cratus Group (JC)
- Charles Champion (CC) - JTP

Review of minutes from previous meeting

The group approved the minutes and noted that they are live on the Liaison Group website.

Liaison

To avoid confusion with the “Community Liaison Team,” the group discussed alternative names. It was agreed that JTP and Cratus will refer to the group as either the “Community Coordinators” or the “Hill Team” moving forward to establish a clear identity.

RMA Submission update

HJ provided an update on the RMA submission process. Hill is currently awaiting responses from key statutory consultees — notably Landscape and Design and Highways. While some applications (e.g. for the Bridge and Western Infrastructure) have received feedback, others remain outstanding.

HJ noted that discussions with the case officer and their new manager have been constructive, and progress is being made.

HJ clarified that the S73 application requires a S106 deed of variation, and that both need to be determined together. However, HJ explained that the S106 deed of variation has been drafted in a way that the new wording is not conditional on the S73 being approved and would fall away if the S73 is revoked.

The Western Parcel and Western Infrastructure applications are considered the next priority, followed by the Bridge, due to a fixed Christmas Day installation deadline. This will be followed by the SANG (Suitable Alternative Natural Greenspace) application. However, determining precise timescales is currently not possible until consultee comments are received. Some applications may proceed under delegated powers, but upcoming elections could influence the process or cause delays.

CH asked for an indication on when responses from landscaping and highways teams might be expected.

HJ responded that there was hope for feedback within the week, and that best-case determinations could be end of May or June, with the bridge and SANG following a month later. Much depends on the nature of the responses and whether amendments are required.

Parish Council comments

CH explained that the Parish Council plans to re-submit comments, primarily focusing on issues such as hedgerow planting and parking provision. A discussion followed about the method for calculating parking requirements.

Currently, the Western Parcel application sets out parking requirements based on the number of bedrooms. However, Hill have since had discussions with the Council on this approach and understand that the more accurate, and commonly used, application of the parking standards is habitable rooms and not bedrooms.

CH added that relevant documents on the planning portal do not mention the metric used.

HJ confirmed that updated documents have been prepared, but the Council have requested that all updated documents are uploaded in one go. This will be once all consultee comments have been received as documents may need to be updated to respond to these

CH further noted that the LCPLG felt the application should be considered under Zone C, not Zone B, due to its density and parking impact.

Forthcoming Applications and Temporary Access Road

HJ explained that there is a pressing need for a temporary access road, and Hill plans to submit an application for this around June. Hill is liaising with Buckinghamshire Council on how best to structure this submission. The temporary road will be similar in width to the permanent route, though built to a lower standard with its purpose being to facilitate construction vehicles to install the bridge.

Northern and Eastern application

HJ reported that Hill will submit the Northern and Eastern Parcels application in the coming months.

CH asked when machinery will be on site.

HJ estimated the summer, with full works commencing a few months afterwards. First occupations are projected for 15 months later.

CH asked about the Construction Management Plan (CMP).

IY confirmed that a draft CMP is in progress and will be shared with the Liaison Group for input before being finalised.

Project Communications and Timelines

FW asked whether the indicative project timeline could be updated on the website.

HJ confirmed that the timeline will be revised on an ongoing basis as application progress becomes clearer.

Ecology and Estates Management

SL provided an update on a recent discussion with the Estates Management lead at Hill, describing the call as 'positive' and highlighting the agreement to involve Future Nature WTC within the Estates Management Contract.

Care and Retirement Accommodation

HJ explained that retirement living, and care home provision will be delivered by separate operators.

VD asked what information these operators will share with the community.

HJ said operators will carry out their own public consultations, but Hill will ensure that the Liaison Group is kept informed of any developments.

FW inquired whether well-known providers were being considered and if they would follow the design code.

HJ confirmed all providers will be bound by the planning permission and design code. Any significant changes would need to go through public consultation and be approved by the council.

FW also asked whether these operators would sign up to the estate management model.

HJ stated that any freehold properties would be incorporated into the service charge structure.

FW requested an estimated timeline.

HJ said operator engagement would likely happen in about a year's time, in line with Condition 2 of the outline planning consent, which requires applications to be submitted for approval within 3 years and then implementation within 2 years of approval.

Commercial and Community Spaces

HJ outlined initial plans for a small number of commercial units: 100 sqm, 170 sqm, and a 111 sqm community centre. There is currently no formal guidance from the local authority regarding specific unit sizes or intended uses.

FW raised the community's interest in a satellite GP surgery or similar health service provision.

HJ responded that marketing of these units would begin in approximately two years, and in the short term, leasing is the likely route. The management company will oversee the community facility.

VD asked when an estate management company would be appointed. HJ hoped to have a clearer picture by spring next year.

Neighbour liaison

The group discussed recent queries from Loudhams Wood Lane about privacy concerns and sample viewpoints towards the new homes, and how Oakington Avenue neighbours were being engaged with.

Buffer Zone at Loudhams Wood Lane

CH raised the issue of ownership and maintenance of the buffer zone. The group discussed how covenants will restrict future residents' activities on these plots and at the rear boundaries of gardens to protect the area.

HJ confirmed that this was a Council Led decision and that enforcement would come under the remit of the estate management company.

Ponds

SL asked if there were ponds un-associated with Sustainable Urban Drainage Systems (SUDS) features.

Building Safety Levy

HJ raised awareness of the Building Safety Levy; a new government charge introduced in response to Grenfell. It operates in parallel to the Community Infrastructure Levy and is based on floorspace and goes directly to the national government.

Archaeological Finds

FW asked about recent archaeological discoveries.

HJ and JC confirmed there is a plan in place to share discoveries with the community, and this will be shared with the group shortly.

Parish Council

CH noted that Parish Council membership may change following the upcoming elections.

Meeting Scheduling

Future monthly meetings were confirmed for:

- 6th May
- 3rd June
- 8th July