

Hill & Little Chalfont Park Liaison Group (LCPLG)

Minutes of Meeting

Date Tuesday 22 September 2026	Time 10am – 12pm
Venue In-person	Attendees Hill: HJ, SC, RM LCPLG: CH, VD, FW
Apologies DG, NO	

1. Approval of Minutes — 25 August 2026

- No corrections noted. Minutes of the 25 August 2026 meeting were agreed.

2. Review of Outstanding Actions (carried forward)

Action	Owner	Status
Coordinate resident communications on Oakington Avenue demolition programme (targeting October half-term).	SC & RM	Addressed — being swept up by RM's newsletter and website content updates (see Item 5.1).
Signpost residents to utility works information via the One Network website.	All	Addressed — being swept up by RM's newsletter and website content updates (see Item 5.1).
Provide LCPLG update on utility works timescales once applications are made (normally 12 weeks); works estimated Oct/Nov 2026.	SC	Addressed — see Item 4.2: power works road space booking targeted for first week of November; water supply and multi-trench works update given.
Liaise with LCPLG on Parish Council Newsletter content by end of September (3 October copy deadline).	RM (Hill)	Addressed — see Items 5.1–5.2: newsletter circulated to LCPLG for comment; 3 October copy deadline confirmed.
Liaise regarding Hill attendance at Edible Gardens visit.	SG & NO	Carried forward — no update recorded.
Refresh indicative timeline (last updated February 2026) once planning certainty improves.	HJ / WB	Addressed — see Item 3.1: planning certainty progressing (Village Way buffer resolved, call-in to be withdrawn). Timeline refresh itself still pending (Item 5.2).
Advise on site visit at Burtons Lane site boundary with local MP.	CH	Addressed — see Item 9 (AOB): on-site meeting

Action	Owner	Status
		opportunity with MP raised, linked to Sales & Marketing suite opening early next year. HJ to confirm this covers the action.
Check Hill website links through to the JTP website.	RM	Addressed — see Item 5.1: the Hill website will become the permanent, sole website once live planning applications are concluded (websites to be merged, per agreed approach).

3. Planning Updates

3.1 Design Resubmission — N & E Parcel, S73 Parameter Plan & Village Way Amendments

- HJ updated the group that the Village Way buffer zone has been resolved via a revised proposal: a 3m area to be conveyed to the management company, plus a 1m maintenance strip. Village Way residents and local councillors have accepted this approach, and councillors have confirmed they will withdraw their call-in.
- As a result, revised plans for the Reserved Matters Application (RMA) and the Section 73 application will be uploaded to the planning portal, triggering a 30-day re-consultation period.

3.2 Buckinghamshire Council TPO Application

- No update yet received from the Council on Hill's response to the Tree Preservation Order (TPO).

4. Update from Construction / Project Management Team

4.1 Overview — All Areas

- Construction continues to progress in the Western Parcel. Practical completion is programmed for March 2028, though sales rate will be a key factor in whether this timeline holds.
- Sales & Marketing suite: external cladding to be completed, with internal flooring, decoration and other second-fix works ongoing. External works, including planting and sculpture installation, are also underway. Targeted for launch in January 2027, alongside show units comprising a 3-bedroom 3-storey, a 3-bedroom 2-storey, and a 5-bedroom 2-storey house.
- Shared Ownership housing in the top-left corner of the site is underway and progressing.
- Approximately 70–80 operatives currently on site.

4.2 Utility Works

- Collaboration continuing with Cadent, SEN and Affinity Water regarding a multi-trench ditch solution, currently being explored.
- Water supply works to be trenched from near Loudhams Wood Lane.
- Road space booking being arranged for power works from Amersham Road; first week of November 2026 proposed.
- These works to be coordinated with Cadent to allow delivery in parallel.

4.3 Site Security

- No update reported.

5. Communications & Marketing Update

5.1 Hill & Parish Newsletter

- Newsletter to be circulated by RM to LCPLG by end of today (22 September); LCPLG to provide comments by end of week.
- Distribution (hard copy and online, as before) targeted for end of month. Content will subsequently feed into the Parish Council Newsletter.
- Agreed: Hill and LCPLG websites to be merged once planning matters are resolved — the Hill website will become the permanent, sole website used going forward once live planning applications are concluded.
- Parish Council Newsletter (November 2026): 3 October 2026 copy deadline confirmed.

5.2 Website Updates & Indicative Timeline

- Last updated 10 February 2026. Refresh remains pending — see outstanding action (HJ/WB), to follow once planning permission is granted for the Northern and Eastern RMA and S73.

6. Estate Management

- Meeting with Becky Kent / Future Nature / Sian Lloyd planned for October/November 2026. HJ has checked in with Becky Kent; a further update to follow.

7. Update re Retirement, Care Home & Education Parcels

7.1 Care & Retirement

- No updates to report.

7.2 Education

- No updates to report.

8. Next Meeting

- Agreed: 10am–12pm, Thursday 22 October 2026.
- Agreed: 10am–12pm, Tuesday 24 November 2026.
- HJ to issue invites.

9. Any Other Business

- Meeting with MP: discussed — there may be an opportunity to hold a meeting on site following the opening of the Sales & Marketing suite, early next year.