

CHALFONT ST PETER PARISH COUNCIL

Minutes of the **FULL COUNCIL** Meeting held using virtually meeting software on Thursday 24th September 2020 at 7.30pm



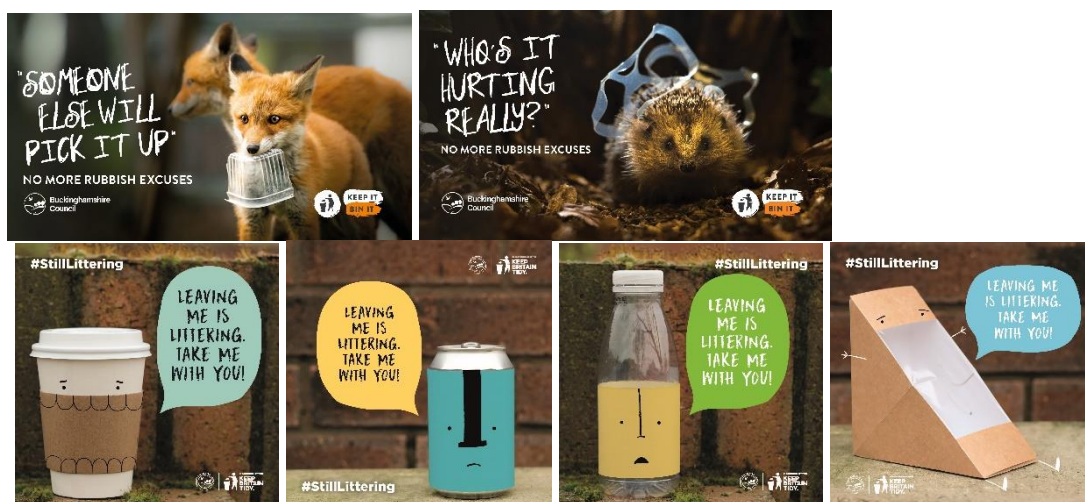
MINUTES

In attendance (virtually): Cllr Smith, Cllr Browne, Cllr Chellar, Cllr Darby, Cllr Dale, Cllr Dickson, Cllr Hatton, Cllr Harrold, Cllr North, Cllr Ryan, Cllr Shinner and Cllr Southworth.

Also Present: Debbie Evans (Clerk)

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- 311 Public Question Time – The president of the Chamber of Commerce welcomed the joint working of the CoC and the Parish Council.
- 312 Apologies received from Cllr Ford and Cllr Longshaw.
- 313 The following personal or disclosable pecuniary interests were declared –
Buckinghamshire Council – Cllr Darby, Cllr Murray and Cllr Smith.
- 314 The minutes of the meeting held on Thursday 24th September 2020 were proposed by Cllr Hatton, seconded Cllr Browne, agreed.
- 315 To discuss the actions from Previous Meetings –
- 166 Clerk to write to the co-op to ask for donation towards the new cabinet and ask Vantage if they would be willing to house a new cabinet and defib machine.
COMPLETED
- Cllr Darby suggested we get a map of all the defibs in the village and look to fill any gaps in access to a machine. **ACTION** - Clerk
- 296a All Cllrs are to review their Declarations of Interest forms and send through to the clerk if any changes. **COMPLETED**
- 296b Cllr Shinner to report back on the outcome of the Thames Valley police meeting with Matthew Barker on the 17th August, see AP 320 **COMPLETED**.
- 296c Clerk to request a map from Bucks which shows which homes were informed of the proposed Lower Rd Quiet Way project. **COMPLETED**
- 297 115 – Head Haywarden to change wording within the Allotment waiting list policy for those holders who already have plots. Wording to change to ‘priority’ rather than ‘not allowed’ **COMPLETED**
- 290 Cllr Ford to write to Bucks on behalf of the Parish Council to ask what justification and benefits they have in continuing with the SB/CDC Local Plan in light of the introduction and timescales of the new Bucks Local Plan.
- Cllr Hatton and Cllr North have offered in Cllr Fords absence to create the letter and send to Bucks. **ACTION**

- 300a Clerk to produce posters for our notice boards and social media streams. Comms & PR are putting together a litter campaign, in the meantime we have posted the below stop littering posters around the village on notice boards and play areas, produced by Bucks Council and the Keep Britain Tidy campaign. **COMPLETED**



- 300b Comms & PR – social media post to highlight and thank the community groups for all their amazing work during the COVID pandemic. C;fwd
- 303 HS2 – Clerk to organise a small group meeting with HS2/Align to receive an update - Awaiting response from Align with dates

ACTION – Clerk to organise a meeting before the next Main Council meeting with HS2 on the 29th October.

- 306 West Hyde Lane Issue – Cllr Hatton asked those Bucks Cllrs present what the statute of limitations is with regards this issue ? Bucks Cllrs to find this out and report back. .

Cllr Darby and Cllr Smith responded to Cllr Hattons concerns. Cllr Smith will write to Cllr Martin Tett to complain about the response and action taken with regards this issue. **ACTION**

- 307 Clerk to provide an explanation of the precept increase for 2020-2021 and send to resident who requested it. **COMPLETED**

316 Chairman's Announcements

Due to the current pandemic and Government guidance it is expected the village Christmas events such as Fun Night and the Maria Taylor Concert will be cancelled. Cllr Smith suggested the following to enhance the Christmas spirit during this time.

- 1) Christmas shop window competition
- 2) Children's Christmas activity possibly a treasure hunt using the shop windows to hunt for clues.

The Chairman has offered to use her Chairman's allowance for prize funds. The clerk is to investigate options of a Christmas hamper from the local shops such as the Kitchen Larder and update the Chairman. **ACTION**

- 3) Live music – either the Chiltern band or salvation army in the centre of the village in the run up to Christmas.

Clerk to find out costs and availability and report back to the Chairman **ACTION**

317 To discuss the minutes and recommendations from the following committees

- Amenities & Planning – 4th August 2020 – Proposed Cllr Ryan, seconded Cllr Dale, agreed.
- Amenities & Planning – 25th August 2020 Proposed Cllr Shinner, seconded Cllr Chellar, agreed.
- Amenities & Planning – 15th September 2020 Proposed Cllr Smith, seconded Cllr Dale, agreed.

554 – Street Light contract to be awarded to Leigh Electrical for 2020-2023. Proposed Cllr North, seconded Cllr Smith, agreed.

555 – To allow re-siting of the streetlight in Chipstead with evidence of resident approval before move. Proposed Cllr Shinner, seconded Cllr Harrold, agreed.

556 – To trial a solar powered streetlight in Chiltern Hill at a cost of £100. Proposed Cllr Ryan, seconded Cllr Shinner, agreed.

- Finance – 17th September 2020 Proposed Cllr Darby, seconded Cllr Dale, agreed.

105 - To redirect the underspend in 4580/100 to assist local charities impacted by COVID19 if necessary.

106 - A donation of £100 to the Maria Taylor Charity.

107 – To agree the Finance Committee Terms of Reference.

108 – To agree the Financial Risk Assessments for 2020-21

109 – To renew the Parish Online annual subscription up to a cost of £250.

110 – To provide a Christmas Tree for Gold Hill Common up to a cost of £350.

All of the above recommendations were Proposed by Cllr Shinner, seconded Cllr Smith, unanimously agreed.

- Open Spaces – 21st September 2020 Proposed Cllr Hatton, seconded Cllr Ryan, agreed.
- Comms & PR – 22nd September 2020 Proposed Cllr Shinner, seconded Cllr Hatton, agreed.

40 = The Committee recommended the five step action plan produced by the Clerk to ensure the Parish Council is compliant with the WCAGAA2.1 regulations, including funding and necessary actions. Proposed Cllr Shinner, seconded Cllr Hatton, agreed.

318 Cllr Smith proposed the cheques signed in September, seconded by Cllr Dickson, agreed. Cllr Dale and Cllr North will sign cheques in October.

319 Cllr North gave the Council and update on the Local Plan, CIL and Neighbourhood Plan.

Local Plan – No further update at present

CIL – We are awaiting our first payment from CIL which is due by the end of September. There are however suggestions that the government are considering merging 106 and CIL in the future. **ACTION** – Clerk to chase if payment not received by end of September.

NP – Troy are working through the many changes due to the new proposed planning laws. Troy are working to produce a design guide which can act as the basis for any future design code. The guide will into only include planning but more emphasis on character such as street lights, green spaces etc

The Parish Council have received a £10k grant to assist with the update NP plan. Other grants are possible in the future. However, you cannot apply for a new loan without having spent the previous grant. This does however take time to apply and process therefore the Council agreed the facility of a bridging amount of up to £5k from the NP/LP budget in the event needed. Proposed Cllr Dale, seconded Cllr Ryan, agreed.

The Council also agreed for a free Housing needs assessment to be undertaken. Proposed Cllr Shinner, seconded Cllr Warren, agreed.

320 To receive an update from outside meetings attended by Cllrs.

Cllr Shinner – Attended the local Community Forum meeting which took place and was very impressed with the content and response from Insp Vine and others. Current priorities are speeding, antisocial behaviour and burglaries. Cllr Smith recommended Cllrs attend this meeting if they are free in the future.

Cllr Chellar – update the Council on the second Community Board meeting which took place on the 15th September, whereby the time was taken up by presentations from four local charities.

It was noted that some subgroups had already happened and CSP Cllrs were not informed about them. **ACTION** – Clerk to let Community Board Liaison officer about this

Clerk updated the committee that the funding applications have now opened and that we should apply ASAP. Cllr Chellar, Cllr Shinner and Clerk will put together as many applications in support of our priorities. **ACTION**,

Cllr Smith updated the Council on the latest VAG meeting. **ACTION** – Clerk to send out the Draft VAG minutes to all Cllrs.

321 The Council discussed the Lower Rd Quiet way scheme. The Parish Council acted once informed of this project and engaged with the community by way of a survey. Bucks Council however, took the decision to remove the scheme without input from Chalfont St Peter Parish Council. Cllr Shinner would like to review the comments sent into the Council to ensure that we pick up any other suggestions. **ACTION**

The Council expressed thanks to Cllr Shinner for his fast action and co-ordination of the survey.

Cllr Darby suggested that alternative options could be revisited with the Community Board.

322 To receive information items.

Cllr Ryan update the Council that she is now the joint lead in Chalfont St Peter for Age Concern, any issues regarding the elderly within the village please contact Cllr Ryan.

Cllr Dickson highlighted the wonderful work undertaken by the Chamber of Commerce in assisting the shops during this unprecedented period. **ACTION** – Clerk to write a letter on behalf of the Council to thank them for taking this leading role.

Cllr Shinner updated the Council on the stats for the public telephone box and suggested that the council should either adopt it or press Bucks to keep it for an alternative use, such as location for the defibrillator. **ACTION** Cllr Shinner

Due to the latest Government guidance it is highly unlikely that Remembrance Day parade, Fun Night and the Maria Taylor Carol Concern will take place. Bucks have acknowledge Cllr Shinner's requests for clarity and we are awaiting final confirmation.

Cllr Hatton updated the Council on the pothole outside the library, after reporting it on the Bucks Fixmystreet portal without success Cllr Hatton communicated the issue to Cllr Martin who has now confirmed a works order has been put in now to fix.

Cllr Ryan updated the Council that there had been a theft from a local shop of her mobile phone whilst distracted. The president of the Chamber of Commerce will send out a warning to all shop owners to keep a look out.

323 To resolve that in view of the confidential nature of the business to be transacted it is advisable in the public interest, that the press and public be temporarily excluded, and they are instructed to withdraw (Public Bodies (Admissions to Meetings) Act 1960 s1). **AGREED.**

324 To discuss the actions from Previous Meetings –

309 Cllr Ford to work with the Clerk to produce a letter to SMB after agreed discussions.
COMPLETED

325 The Council received an update on Holy Cross and answered all councillors questions

ACTION – Clerk to produce the requested data and forward to all Cllrs.

326 Date of next meeting – **Thursday 29th October at 7.30pm**

Meeting finished at 10.30pm