

CHALFONT ST PETER PARISH COUNCIL

Councillors are hereby summoned to a **COUNCIL MEETING** to be held on Thursday 13th May 2021 at **7.30pm** at the CSP Community Centre, Gravel Hill, Chalfont St Peter, Bucks.



Please **DO NOT** attend if you or anyone in your household has had COVID-19 symptoms in the last 7 days. The main symptoms of COVID are –

- A high temperature – this means you feel hot to the touch on your chest or back (you do not need to measure your temperature)
- A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours.
- A loss of change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal.

All participants will be socially distanced at 2m apart and requested to use hand sanitiser when entering and leaving the building. You will also be required to wear a mask.

AGENDA

CHAIRMAN WILL ISSUE INSTRUCTIONS REGARDING EMERGENCY FIRE EXITS IN THE EVENT OF FIRE

- 1 To elect the Chairman of the Parish Council. Once elected the Chairman will sign the Declaration of office.
- 2 To elect the Vice Chairman of the Parish Council. Once elected the Vice Chairman will sign the Declaration of office.
- 3 Public Question Time - Immediately preceding the Council meeting a period of up to 15 minutes or less for members of the public present, who are electors or residents in the Parish of Chalfont St Peter, to ask questions primarily in respect of items on the agenda of the Parish Council meeting but also in the interests of wider public discussion.
- 4 To receive apologies.
- 5 To disclose any personal or disclosable pecuniary interests.
- 6 To discuss and agree the minutes of the meeting held on Thursday 29th April 2021
- 7 To appoint membership to the following Committees
A&P
Finance
Open Spaces
Comms & PR
HR
- 8 To appoint the representatives to outside bodies.

- 9 To discuss the actions from Previous Meetings –
- 306b West Hyde Lane Issue – It was agreed to keep this under review and wait to see if the proposed planting takes place. **C’fwd**
- 404 Additional MVAS cameras, Council recommends approaching the Community Board to ask for funding of approx. £7.5k (3 cameras). Cllr Shinner has the quotes and is awaiting confirmation on the recommended type of MVAS to acquire. **ACTION Cllr Shinner C’fwd**
- 406ii Epilepsy Centre pathway, Cllr Southworth met with the EC and is awaiting a response to her proposal. **ACTION – Cllr Southworth c’fwd.**
- 426i To organise a meeting for the stakeholders within the village that are affected by the flooding on the idea to create a co-signed letter to Thames Water. **ACTION – Clerk c’fwd.** This will be organised after the elections due to purdah restrictions as advised by the Bucks elections team.
- 449ii Cllr Smith has contacted the Jolly Farmer to see if they would be happy to supply the electricity for an external defib machine, awaiting a response. **ACTION- Cllr Smith.**
- 452 Cllr Shinner to apply to the Community Board to fund a Traffic Survey in response to the request for a reduced speed limit on the A413. TVP have advised to wait until traffic volumes return to normal in early summer after restrictions have been lifted. **ACTION – Cllr Shinner c’fwd.**
- 475 Clerk to organise installation of the defib machine once it is confirmed if the Jolly Farmer or Rock House will take it. **ACTION – Clerk**
- 476 Clerk to organise a meeting with Bucks Waste team, interested residents and Cllrs to discuss a way forward with litter issues within the village. **ACTION – Clerk**
- 10 To receive the Chairman’s Announcements.
- 11 To discuss and agree the minutes and recommendations from the following committees:
- A&P – 4th May 2021
 - EOM – 10th May 2021
- 12 To agree the cheques signed in May and ask for volunteers to sign the cheques in June.
- 13 To receive an update from Cllr North on the Local Plan, CIL and Neighbourhood Plan and take any necessary decision and agree any financial commitments.
- 14 To receive an update on the St Peters Memorial Garden project and take any necessary decision and agree any financial commitments.
- 15 To receive information items.
- 16 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)
- 17 To receive an update on the interviews for the Admin & Planning Officer vacancy and agree the recommendation put forward from the interview panel.
- 18 Date of next meeting – **Thursday 24th June 2021 at 7.30pm**