

CHALFONT ST PETER PARISH COUNCIL

Councillors are hereby summoned to a **COUNCIL MEETING** to be held on Thursday 24th June 2021 at **10am** at the Parish Council offices, 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

- 24 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.
- 25 To receive apologies.
- 26 To disclose any personal or disclosable pecuniary interests.
- 27 To discuss and agree the minutes of the meeting held on Thursday 13th May 2021
- 28 To discuss the actions from Previous Meetings –
 - 5 Clerk to check if Cllrs are allowed to declare an interest indefinitely at the start of the year or if they need to only declare in response to a specific agenda item. **ACTION - Clerk**
 - 306b West Hyde Lane Issue – It was agreed to keep this under review. **C'fwd**

Cllr Darby proposed a polite letter is sent to the owners of the property highlighting the starkness of their boundary and suggesting some planting of hedgerow or trees which may soften the view and make for a more harmonious relationship with the community. Seconded by Cllr Hatton, agreed. ACTION – Clerk to organise letter. **COMPLETED**

- 404 Additional MVAS cameras, Cllr Shinner has approached 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 Flooding – The Clerk is tasked to organise a meeting for the stakeholders within the village that are affected by the flooding, to create a co-signed letter to Thames Water. Cllr Vldar suggested we also invite the residents of Woodside Close and Adstock mews. The Clerk will invite the local shops and business owners along with an invite to residents to attend a public forum meeting. Cllr Darby, Cllr Rush and Cllr Vldar to lead on the content and format of the meeting. ACTION – Clerk to arrange the meeting in accordance with COVID restrictions. **COMPLETED** – Meeting organised for the 28th July 2021.
- 449ii The Jolly Farmer have asked for additional information on the wattage and electricity usage of the defib which the Clerk has sent them. Awaiting final confirmation from the Jolly Farmer that they are happy to accept. ACTION – Clerk **COMPLETED**
- 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. Awaiting quote from Leigh Electrical for installation. ACTION – Clerk **COMPLETED**
- 476 Clerk to organise a meeting with the Bucks Waste team, interested residents and Cllrs to discuss a way forward with regards litter issues within the village. CSG have recently undertaken a litter picking program, Clerk to speak to the CSG Clerk to find out if they have a plan with Bucks with regards removing waste. ACTION – Clerk **COMPLETED** – Meeting organised for the 13th July 2021.
- Clerk to find out the timetable of bin collections within the village. – ACTION – Clerk **COMPLETED**
- 15 Clerk to speak to the Chamber president to find out what we can do to help in advertising the Bucks Arts Week. Clerk emailed the president who asked us to advertise on social media which we did. **COMPLETED.**
- 29 To receive the Chairman's Announcements.
- 30 To discuss and agree the minutes and recommendations from the following committees:
- Open Spaces – 24th May 2021
 - EOM – 27th May 2021
 - A&P – 1st June 2021
 - A&P – 21st June 2021
- 31 To agree the cheques signed in June and ask for volunteers to sign the cheques in July.
- 32 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.

- 33 To receive an update on the St Peters Memorial Garden project and take any necessary decision and agree any financial commitments.
- 34 To note the end of year internal audit report for 2020/21.
- 35 To review and agree Section 1 (The Annual Governance Statement) of the Annual Governance and Accountability Return 2020/21.
- 35 To review and agree Section 2 (Accounting Statements 2018/19) of the Annual Governance and Accountability Return 2020/21.
- 36 To discuss and consider subscription renewals for the Open Spaces Society, The Chiltern Society and the SLCC.
- 37 To check and validate the latest Bank Statement and Reconciliation Report.
- 38 To discuss and agree our nomination to the Chiltern Conservation Board, nominations to be sent in by 1pm on Tuesday 29th June.
- 39 To receive information items.
- 40 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)
- 41 Date of next meeting – **Thursday 29th July 2021 at 7.30pm**