

CHALFONT ST PETER PARISH COUNCIL

Minutes of the FULL COUNCIL Meeting held at the Parish Council Chamber, Gravel Hill, Chalfont St Peter, Bucks on Thursday 24th June 2021 at **10am** at the Parish Council offices, Gravel Hill, Chalfont St Peter, Bucks.



MINUTES

In attendance: Cllr Shinner (Chairman), Cllr Bennett, Cllr Dickson, Cllr Jha, Cllr Sandover and Cllr Vldar.

Also Present: Debbie Evans (Clerk)

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

24 Public Question Time – No public in attendance.

25 Apologies received from Cllr Dale, Cllr Darby, Cllr Hatton, Cllr North, Cllr Smith, Cllr Southworth Cllr Ryan, Cllr Rush and Cllr Wells.

26 No personal or disclosable pecuniary interests were declared.

27 The Council agreed the minutes of the meeting held on Thursday 13th May 2021. Proposed Cllr Vldar, seconded Cllr Dickson, agreed.

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 **COMPLETED**

Although there is nothing to say a Cllr cannot give a blanket declaration it is best practice to only declare an interest if you have an item on an agenda, this provides the necessary transparency for the public with regards interests. The Council decided to continue this best practice process going forward.

- 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**
There has been no response.

- 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 Vadar 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 Vadar 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 13th July 2021.

The Council agreed the Cllrs who are leading on this subject need to meet the first week of July to discuss strategy **ACTION - Clerk**. Due to recent flooding issues, we are expecting more people than first envisaged. Cllr Dickson suggested that we ensure we are clear who does what before the meeting and if possible, put together a paragraph on each of those responsible and put onto our website and have it available for the evening. **ACTION – working party**. Cllr Vadar also suggested that we have the contact details for each of the responsible parties and make this info available. **ACTION – working party**.

- 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 28th 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 Cllr Shinner provided a chairman's report with an update on activities, Cllr Shinner thanked Cllr North for putting together the response to the MSA M25 appeal.
- 30 To discuss and agree the minutes and recommendations from the following committees:
- Open Spaces – 24th May 2021. Proposed Cllr Bennett, seconded Cllr Vadar, agreed.

Recommendations to Main Council

182b - Bucks have provided us with the annual cost to empty a rubbish bin twice a week as £130 each. We have 22 bins which we would need to be emptied = £2,860 per annum. Proposed Cllr Dickson, seconded Cllr Bennett, agreed.

10 - The committee reviewed the quote provided for the magnifying posts and agreed to install one in each of the parks plus the nature reserve at a total cost of £775. Proposed Cllr Dickson, seconded Cllr Shinner, agreed.

11 – The committee proposed a policy change to install metal bins where a plastic bin has been burnt out. The cost to replace the two burnt out bins we currently have is £934. Proposed Cllr Dickson, seconded Cllr Jha, agreed.

20 – To purchase two traps and apply for a license to the max cost of £700 to manage the Glis Glis within the GOR shed. Proposed Cllr Shinner, seconded Cllr Vladar, agreed.

- EOM – 27th May 2021. Proposed Cllr Shinner, seconded Cllr Jha, agreed.
- A&P – 1st June 2021. Proposed Cllr Vladar, seconded Cllr Shinner, agreed.
- A&P – 21st June 2021. Proposed Cllr Vladar, seconded Cllr Shinner, agreed.

Recommendations to Main Council

75 – Cost of repainting a lamppost in Lambcroft Way, including sanding, primer and two coats of black paint at a cost of £80. Proposed Cllr Shinner, seconded Cllr Vladar, agreed.

76 – Cost of replacement lamp post outside 24 Lovel Rd up to the value of £1650. Proposed Cllr Jha, seconded Cllr Shinner, agreed.

- 31 Cllr Shinner proposed the cheques signed in June, seconded by Cllr Dickson. Cllr Dale and Cllr Smith were put forward to sign the cheques in July.
- 32 No update received on the Local Plan, CIL and Neighbourhood Plan at this point.
- 33 We are awaiting the final quote from the preferred contractor with the changes we requested. This quote has to then be sent to the HS2.
- 34 The internal audit report for 2020/21 was noted by the Council. Cllr Dickson thanked the staff for the hard work that went into managing the finances for 2020/21.
- 35 The Council reviewed and agreed Section 1 (The Annual Governance Statement) of the Annual Governance and Accountability Return 2020/21. Proposed Cllr Shinner, seconded Cllr Vladar, agreed.
- 36 The Council reviewed and agreed Section 2 (Accounting Statements 2018/19) of the Annual Governance and Accountability Return 2020/21. Proposed Cllr Shinner, seconded Cllr Vladar, agreed.
- 37 The Council agreed the subscription renewal for the Open Spaces Society to the value of £45. Proposed Cllr Dickson, seconded Cllr Shinner, agreed.
- 38 The Council reviewed and validated the latest Bank Statement and Reconciliation Report. Proposed Cllr Shinner, seconded Cllr Dickson, agreed.
- 39 The Council discussed the process for nomination to the Chiltern Conservation Board. The Council agreed our nomination will be Cllr Jha, who will send in his nomination by the 27th July deadline. Proposed Cllr Bennett seconded Cllr Vladar, agreed.
- 40 To receive information items.
- Cllr Shinner has produced a NAG report which the Clerk will send out ASAP.
- 41 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)
- 42 Date of next meeting – **Thursday 29th July 2021 at 7.30pm**