

# CHALFONT ST PETER PARISH COUNCIL

Minutes of the **FULL COUNCIL** Meeting held using virtually meeting software on Thursday 25<sup>th</sup> March 2021 at 7.30pm



## MINUTES

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

Also Present: Debbie Evans (Clerk) and a member of the public.

- 440 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.
- 441 To receive apologies.
- 442 To disclose any personal or disclosable pecuniary interests.
- 443** To discuss and agree the minutes of the meeting held on Thursday 25<sup>th</sup> February 2021
- 444 To discuss the actions from Previous Meetings –
- 166 A letter has gone to the Co-op requesting that the defibrillator be installed on the outside wall by their main entrance and a donation towards a new cabinet. This has been passed to the Co-op Head Office. Co-op have responded that they cannot help with either location or funding. **COMPLETED 449 agenda item to discuss alternative locations.**
- 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**
- 382 Microsoft Teams – We wrote to Bucks Council requesting they use alternative online facilities other than Microsoft Teams for public/ Council meetings with no response however, the next Community Board is being trialed on Zoom. **COMPLETED**
- 396iii Promotion of the local shops, Cllr Smith to pass on our suggestions of banners, posters and flags. **ACTION Cllr Smith**
- 397i Community Board applications – New cycle rack. ACTION Cllr Hatton. **COMPLETED**
- 404 Additional MVAS cameras, Council recommends approaching the Community Board to ask for funding of approx. £7.5k (3 cameras). **ACTION Cllr Shinner C'fwd awaiting quotes**
- 406ii Epilepsy Centre pathway, Cllr Darby and Cllr Smith to speak to the Epilepsy Centre. Cllr Southworth to provide photographs of the area. **ACTION Cllr Darby, Cllr Smith, Cllr Southworth.** Awaiting a response, C'fwd

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- 421 Comms & PR to post on social media the recent flooding statement. **ACTION – Cllr Rush.**
- 423i Request a quote from planning consultant for work to cover the Statement of Community Involvement consultation. ACTION – Cllr North **COMPLETED**
- 423ii Clerk to organise EOM for the SCI quote to be agreed. ACTION – Clerk **COMPLETED.**
- 423iii Clerk to put the HNA onto our website for public viewing under the Neighborhood Plan section of the website. **COMPLETED.**
- 423iiii Cllr North to circulate the HNA to all Cllrs. **COMPLETED**
- 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.**
- 426ii Cllr Hatton to write a letter on behalf of the Parish Council to CCW containing photographic evidence, event log information and copies of correspondence highlighting the disappointing response we've received by Thames Water to the ongoing issue of flooding sewage water within the village. **ACTION – Cllr Hatton.**
- 427i Cllr Smith to circulate the letter containing the details of antisocial behaviour taking place at Cheena Meadow to all Cllrs. **ACTION – Cllr Smith**
- 427ii Cllr Shinner to speak to our local PCSO with regards the anti-social behaviour in Cheena Meadow. **ACTION – Cllr Shinner**
- 429 The Council would like further information with regards the 80/20 split quoted in the CSP PCSO contract. ACTION – Clerk **COMPLETED.**
- 431 Clerk to send an email to Great Missenden Parish Council with regards their group campaign against HS2 and Align. ACTION – Clerk **COMPLETED.**
- 445 To receive the Chairman's Announcements.
- 446 To discuss and agree the minutes and recommendations from the following committees:
- EOM – 26<sup>th</sup> February 2021
  - EOM – 5<sup>th</sup> March 2021
  - Comms & PR – 8<sup>th</sup> March 2021
  - A&P – 9<sup>th</sup> March 2021
  - Finance – 11<sup>th</sup> March 2021
  - Open Spaces – 15<sup>th</sup> March 2021
  - **A&P – 16<sup>th</sup> March 2021**
- 447 To agree the cheques signed in March and ask for volunteers to sign the cheques in April.
- 448 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.

449 To discuss and agree the alternative location of the library for our defibrillator machine and agree the quote for a cabinet at a cost of £605.94

450 To receive an update on the Chalfont Activity Park project.

451 To agree an amendment to the Town and Parish Council Charter consultation which is due for submission by the 30<sup>th</sup> March.

"To amend or supplement the Response which has been submitted by adding the clause: BC recognises the importance of the existing structure, and independence of parish and town councils and will not impose changes on them save where those councils expressly ask for changes of any sort eg to boundaries, joint councils?

452 To discuss and agree to apply for a Community Board grant to fund a Traffic Survey at a cost of approx. £1100 which is a prerequisite to any review Buckinghamshire Council may take in response to the many requests for a reduced speed limit on the A413.

453 To receive an update on the St Peters Memorial Garden project. To discuss Councillor queries and take any actions/decisions which are required. To agree the quote from the Bucks Free Press to advertise the public notice for the Application under Mission & pastoral Measure for two weeks.

454 To discuss and agree the possible solution by way of devolved authority to alleviate the difficult timing deadlines enforced by Buckinghamshire Council on strategic and planning consultations.

455 To agree the submission to Buckinghamshire Council regarding Brownfield site locations (Item 792 from the A&P meeting on the 16<sup>th</sup> March 2021)

456 To discuss and agree whether the Council wish to hold the Annual Meeting of the Parish virtually, postpone to later on in the year or cancel for 2021.

*Annual Meeting of the Parish – Historically, the Council have run this meeting each year in May. The Parish Council has no legal obligation to organise this meeting as this is a meeting of the Parish. It was cancelled last year due to the pandemic. Options are –*

- 1) Cancel the meeting due to an ongoing COVID pandemic restrictions*
- 2) Delay the meeting until later in the year*
- 3) Undertake a virtual meeting.*

*Due to the fact that historic attendance of these public meetings has been very good and that 1) we cannot provide a safe COVID compliant location to hold the meeting in person and 2) the possible numbers in attendance to a virtual meeting would be unmanageable I would recommend that we cancel the meeting this year unless somebody else wishes to hold the meeting and can provide a COVID safe compliant location.*

457 To review and agree the risk register for 2020/21.

458 To undertake an annual review of the Standing Orders for the Parish Council.

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- 459 To undertake the annual review of the Chalfont St Peter Privacy statement.
- 460 To receive information items.
- 461 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)
- 462 Date of next meeting – **Thursday 29<sup>th</sup> April 2021 at 7.30pm**