

CHALFONT ST PETER PARISH COUNCIL

Councillors are hereby summoned to a **COUNCIL MEETING** to be held on Thursday 28th October 2021 at **7.30pm** at the Chalfont St Peter Parish Council Office, Gravel Hill, Chalfont St Peter, Bucks.



Due to COVID social distancing restrictions in place at the Council offices ONLY Parish Councillors are required to attend in person to the meeting.

Please DO NOT attend if you or anyone in your household has had COVID-19 symptoms in the last 7 days. All Cllrs will be socially distanced at 1+m apart and are requested to use hand sanitiser when entering the building. Please be aware the windows and doors will be left open to allow fresh air flow through the building so please dress accordingly. Please wear a mask when moving around and until seated at which point it is the individual's choice if they wish to wear a mask.

Residents can ONLY attend via the following zoom link. If you turn up at the Council offices, you will be refused entry and advised to access online.

<https://us02web.zoom.us/j/86900365619?pwd=b0RCSjVHVytrTzl6UVluNiJlWZWZsQT09>

Meeting ID: 869 0036 5619
Passcode: 322630

AGENDA

Cllr Shinner (Chairman), Cllr Dale (Vice Chairman), Cllr Bennett, Cllr Darby, Cllr Dickson, Cllr Hatton, Cllr Jha, Cllr North, Cllr Rush, Cllr Ryan, Cllr Sandover, Cllr Smith, Cllr Southworth, Cllr Vadar and Cllr Wells.

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

- 94 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.
- 95 To receive apologies.
- 96 To disclose any personal or disclosable pecuniary interests.
- 97 To discuss and agree the minutes of the meeting held on Thursday 30th September 2021
- 98 To discuss the actions from Previous Meetings –
 - 306b West Hyde Lane Issue – Cllr Hatton gave the Council an update, the fences have been painted and there is now a tarmac drive. If anybody witnesses any changes to the site please report to Cllr Hatton ASAP. **C'fwd**
 - 404 Additional MVAS cameras, Cllr Shinner now has confirmation of the recommended type of MVAS to acquire and will send in an application to the Community Board.
ACTION Cllr Shinner

- 76 Clerk to ask Bucks Cllrs (Cllr Darby, Cllr Rush and Cllrs Smith) to provide a monthly written Bucks update to send to Cllrs. ACTION – Clerk **COMPLETED**
- 79a Bucks Cllrs to contact the appropriate department for CIL to ask again for the spreadsheet they use to monitor and evaluate planning applications that are due CIL payments. **ACTION – Cllr Darby, Cllr Rush & Cllr Smith.**
- 79b Cllr North and PPO to organise a workshop with Troy Consulting on the requirements of the updated Neighbourhood Plan. ACTION – Cllr North & PPO **COMPLETED**
- 80a St Peters Memorial Garden Lyche gate. Cllr Hatton to work with Cllr Shinner to find a suitable contractor and design to bring back to the meeting for discussion. ACTION – Cllr Hatton & Cllr Shinner.
- 80b St Peters Memorial Garden Lyche Gate. Clerk to add to the next Main Council meeting to discuss. ACTION – Clerk. **COMPLETED** . (see agenda item 104)
- 81a Community Board – Big Biodiversity Battle, joint project with Chiltern Rangers. Clerk to apply to the Community Board. ACTION – Clerk. **COMPLETED**
- 84a All Council Charter – All Cllrs with concerns on the content of this document to send them through to Cllr Shinner to collate and bring back to the October meeting to discuss. **ACTION – All Cllrs.**
- 84b All Council Charter – Clerk to add to the October meeting to discuss further. ACTION – Clerk. **COMPLETED** (see agenda item 107)
- 85 Queens Jubilee Beacon lighting – Clerk to put this item back on the agenda for October to discuss who we would like to ask to light the beacon for the event and if we would like to organise any other events that evening. ACTION – Clerk **COMPLETED** (see agenda item 108)
- 87 Cheena Meadow playground upgrade – Clerk to write to Wicksteeds to notify them they are our preferred supplier and send them the list of alterations for discussion ACTION – Clerk, **COMPLETED**.
- 88 Introduction of 20mph limits within the village – Clerk to put back onto the agenda for further discussion in October. ACTION – Clerk, **COMPLETED**. (see agenda item 109)
- 90 Councillor Surgeries – Clerk to send dates for the next 6 months out to all Cllrs. ACTION – Clerk, **COMPLETED**.
- 92 Holy Cross Case – Clerk to follow up with an email to appropriate parties. ACTION – Clerk **COMPLETED**
- 99 To receive the Chairman’s Announcements.
- 100 To discuss and agree the minutes and recommendations from the following committees:
- A&P – 4th October 2021
 - A&P – 25th October 2021.
- 101 To discuss and decide whether the parish council (as lease holders) give permission for the Chalfont Activity Park group to continue with their proposal to upgrade the facilities currently sited in Mill Meadow, replacing the current metal ramp with a free-to-use concrete wheeled sports park subject to the group securing the necessary planning permission and funding.
- 102 To agree the cheques signed in October and ask for volunteers to sign the cheques in November.

- 103 To receive an update from Cllr North on the Local Plan, CIL, Neighbourhood Plan and MSA enquiry and take any necessary decision and agree any financial commitments.
- 104 To receive an update on the St Peters Memorial Garden project and take any necessary decision and agree any financial commitments. Including the approved proposal by the working party to replace the existing damaged brick piers at the street entrance to the Memorial Garden with a Lyche Gate.
- 105 To receive and update on the Community Board subgroups and full meeting. Agree any new Parish Council applications including associated funding.
- 106 To receive the monthly Bucks update and answer any questions from Cllrs.
- 107 To discuss and decide on whether the Parish Council would like to sign and adopt the "All Councils Charter" (previously known as the Parish Charter).
- 108 To discuss who we would like to ask to light the beacon to celebrate HRH The Queen's Jubilee on the 2nd June 2022. Discuss and decide if any other entertainment is to be organised.
- 109 To discuss the request from a Bucks Cllr on our views with regards introducing 20mph zones within Chalfont St Peter and if we would support such a move.
- 110 To discuss and agree funding for a working lunch for participants of the all-day Neighbourhood Plan training sessions organised for 11th November.
- 111 To discuss and agree funding of an information poster of Parish Council metrics to highlight the work undertaken by the parish Council. Design and printing £150.
- 112 To receive information items.
- Parish Council public surgeries
- 113 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)
- 114 To receive an update on the advice sought with regards the Holy Cross case and take any necessary actions, including agreeing any financial commitments.
- 115 Date of next meeting – **Thursday 25th November 2021 at 7.30pm**