

# CHALFONT ST PETER PARISH COUNCIL

Councillors are hereby requested to attend an advisory **COUNCIL MEETING** to be held on Thursday 31<sup>st</sup> March 2022 at **7.30pm**. This meeting will take place via zoom, link below.



<https://us02web.zoom.us/j/84789407474?pwd=QzRxNHFiUTVvUXVpSGlvNDcxUIRRZz09>

Meeting ID: 847 8940 7474

Passcode: 073118

**This meeting is an advisory meeting to discuss the agenda items below, and to provide guidance and advice to the Clerk who during this time of COVID has delegated decision making authority.**

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## 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 Vladar and Cllr Wells.

- 219 Public Question Time
- 220 To receive apologies.
- 221 To disclose any personal or disclosable pecuniary interests.
- 222 To discuss and agree the minutes of the meeting held on Thursday 24<sup>th</sup> February 2022
- 223 To discuss the actions from Previous Meetings –
  - 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. Cllr Hatton has spoken to the Church warden to discuss the supporting walls.
  - 108a Lighting the Beacon for the Jubilee – June 2022 - Cllr Dickson clarified that we are trying to find somebody who was in the Heritage photo, as voted for by the Cllrs rather than just an individual who has been in the village along time. Which is correct. **ACTION - Cllr Smith and Cllr Shinner** are investigating the heritage link photograph through contacts within the village. In the meantime, **ACTION Cllr Vladar** will investigate independently as a resident (rather than from the PC due to GDPR rules) if anybody recognises anybody within the photo.
  - 133 Cllr Rush and Cllr Shinner to approach tv producers of programmes such as country File or Monty Don with regards the BBB project. **ACTION – Cllr Rush & Cllr Vladar.**
  - 176 CIL - Cllr Dickson requested an update from the discussions had by Cllr Darby with the CIL department. **ACTION – Cllr Darby**  
  
Cllr Vladar mentioned that there was a report available that we should be getting from the CIL department. **ACTION – Clerk** to request a copy.
  - 186 Clerk to organise a new sign for the skatepark with the agreed wording. **ACTION – Clerk COMPLETED**
  - 205 CAPP Skate park - Cllr Vladar has been contacting other Parish Councils across Bucks for info on how they managed and paid for their skate parks, Cllr Vladar will provide a report on her findings. **ACTION – Cllr Vladar.**  
  
The Clerk asked Cllr Rush to clarify the criteria for the Community Board next year as it was originally stated that play/leisure equipment was not within the remit of the CB however, the CAPP group have been informed otherwise. **ACTION – Cllr Rush.**

- 206 Councillor surgeries – Clerk to advertise that there will be both Bucks & Parish Cllrs present at the monthly surgeries. **COMPLETED**
- 207 Annual Meeting of the Parish – Clerk to find out if the Community Centre is available for the event on the 19<sup>th</sup> May. **COMPLETED** – No we cannot have the Community Centre on the 19<sup>th</sup> as it is already booked, we can however have the Tuesday 17<sup>th</sup> May.
- Cllrs to send details of potential speakers for this meeting to the Clerk. **ACTION – All Cllrs.**
- ACTION – Cllr Shinner and Clerk to organise a draft agenda for the meeting. COMPLETED**
- 208 Feast Day – The Head Haywarden and Clerk would like to take the tractor up to the event on the 25<sup>th</sup> June, Cllr Shinner to speak to the Feast Day team to ensure there is a space for us to park it. **ACTION – Cllr Shinner. COMPLETED.**
- 209 Jubilee Event – Cllr Vldar to speak to the Chamber of Commerce with regards closing Market Place to hold a tea party for the jubilee celebrations. Action – Cllr Vldar. **COMPLETED.** The CoC have declined the offer to organise a street party therefore no road closures are required.
- 212 Reinstatement of the Comms & PR committee. Clerk to put back on the agenda for discussion. **COMPLETED.** See agenda item 235
- 224 To receive the Chairman's Announcements.
- 225 To discuss and agree the minutes and recommendations from the following committees:
- EOM – 3<sup>rd</sup> March 2022
  - A&P – 14<sup>th</sup> March 2022
  - Finance & GP – 17<sup>th</sup> March 2022
  - Open Spaces – 21<sup>st</sup> March 2022
- 226 To agree the cheques signed in March. Ask for volunteers to sign the cheques in April.
- 227 To receive an update from Cllr North on the Local Plan and Neighbourhood Plan and take any necessary decision and agree any financial commitments.
- 228 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 install a Lyche Gate at the street entrance to the Memorial Garden a Lyche Gate.
- 229 To receive an update on the Community Board subgroups, meetings and applications.
- 230 To receive the monthly Bucks update and answer any questions from Cllrs.
- 231 To receive an update from the Cllrs on the CAPP group committee on the latest activities towards upgrading the skate park in Mill Meadow.
- 232 To discuss and review the findings of the Parish Council Skate park survey and take any necessary decisions.
- 233 To discuss and agree the movement of monies to appropriate banks in line with our investment strategy.
- 234 To discuss and agree which Cllrs will undertake the next Councillor surgery on the 16<sup>th</sup> April 2022 and review arrangements for advance notice thereof to the public.
- 235 To discuss and decide on whether to reinstate the Comms & PR committee or keep it as part of the Finance and General purposes committee.
- 236 To discuss and decide upon the PCSO contract for 2022/23.
- 237 To discuss and decide upon the request by Robertswood School to use Cheena Meadow (for approx. 5 hours) on Sat 21<sup>st</sup> May for the Robertswood Ranger Football team fun day.
- 238 To discuss the impact of Local Government Boundary Commission proposals for changes to Unitary Council ward and whether the Council wish to make representations there on.

- 239 To discuss and decide upon the appropriate meeting forum for Council and Committee meetings in light of current COVID cases in CSP.
- 240 To receive information items.
- Woodland Manor Care Home
- 241 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)
- 242 To discuss and agree minutes and recommendations from the following committees
- HR – 10<sup>th</sup> March 2022
- 243 To receive an update on the advice sought with regards the Holy Cross case and take any necessary actions, including agreeing any financial commitments.
- 244 Date of next meeting – Thursday 28<sup>th</sup> April 2022 at 7.30pm