

CHALFONT ST PETER PARISH COUNCIL

Minutes of the **Advisory Council Meeting** held online using Zoom on Thursday 27th January 2022 at **7.30pm**.



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

MINUTES

In attendance: Cllr Shinner (Chairman), Cllr Dale (Vice Chairman), Cllr Bennett, Cllr Darby, Cllr Dickson, Cllr Hatton, Cllr Jha, Cllr North, Cllr Rush (part), Cllr Smith, Cllr Southworth, Cllr Vladar and Cllr Wells.

Also Present: Debbie Evans (Clerk) along with two residents.

The Chairman read out the statement that this meeting is an advisory meeting due to safety concerns with meeting in person because of the increase in local COVID cases. The Council have previously agreed to devolve authority to the Clerk during this time. These meetings are to advise the Clerk of the Councils feelings towards matters to aid in her decision making.

168 Public Question Time – No update given.

169 Apologies received from Cllr Ryan and Cllr Sandover.

170 The following disclosable personal or disclosable pecuniary interests were declared –

CAPP group committee members – Cllr Vladar, Cllr Dickson, Cllr Hatton and Cllr Jha
St Peters Memorial Garden group – Cllr Smith and Cllr Shinner

171 The Councillors noted the minutes of the meeting held on Thursday 25th November 2021 as correct.

The Clerk agreed to the course of action discussed above, as per delegated decision-making authority.

172 To discuss the actions from Previous Meetings –

306b West Hyde Lane Issue – no further activity. 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. Discussions taking place with other PC/TC to put in one bid to the community board in 2022/23. **ACTION Cllr Shinner**

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. Update to be given at the next meeting. **ACTION – Cllr Hatton & Cllr Shinner.**

101 Clerk to organise the following for the independent survey on the proposed new skate park.

ACTION- Clerk, the Clerk will write out to Cllrs for comments on questions to be raised in the survey. **COMPLETED**

ACTION – Clerk, to organise the survey with Aubergine on our own website of agreed questions up to the value of £200 plus VAT. Proposed Cllr Darby, seconded Cllr Hatton, agreed. **COMPLETED**

After using this facility for the Christmas window competition, we found that it is easy to set up and use online however, it takes along time to extract the information and therefore is not suitable for larger scale public consultations.

Cllr Darby suggested trying out Mailchimp which is free to use and easy for the end user to extrapolate the information.

- 108a Cllrs to send suggestions to the Clerk of possible individuals to light the Beacon. **ACTION** – All c'fwd **COMPLETED**

Cllrs have a suggestion of using a photograph of a previous jubilee, to look if anybody is still within the village from the photo. Cllr Vladar will investigate independently as a resident (rather than from the PC due to GDPR rules).

Cllr Hatton suggested inviting our new MP Sarah Green.

ACTION – Clerk to send options to all Cllrs to find out what their preferences are.

ACTION – Cllr Vladar to work with Cllr Shinner and Cllr Smith to investigate further the option of somebody who was also within the village at the Queens jubilee.

See supporting documents below.

- 130 Clerk to remind all Cllrs to send requests for funds for consideration for the 2022-23 budget to her before the next Finance meeting on the 2nd December. **COMPLETED**

- 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 Shinner.**

Cllr Vladar asked for Cllr volunteers to help on the BBB activity days. We really need to rally more volunteers. It would be great to see more Cllrs getting involved.

- 173 To receive the Chairman's Announcements. *See supporting documents.*

- 174 The following minutes and recommendations from the committees were agreed by the Clerk under delegated authority.

- F&GP – 2nd December 2021

64 Recommend to Main Council: The draft budget for 2022-23.

65 Recommend to Main Council: To request a precept of £473,768.28 for 2022-23

- A&P – 6th December 2021
- OS EOM – 15th December 2021
- EOM – 21st December 2021
- A&P – 10th January 2022
- OS – 17th January 2022

105 To update the signs in the playgrounds to the max value of £600

107 To purchase 50 posts and screws to replace the rotting fencing between the A413 and the Millenium Wood.

The Clerk agreed to the minutes and recommendations discussed above, as per delegated decision-making authority.

- 175 Cheques from November, December and January were agreed by Cllrs and authorised by the Clerk under delegated authority. Cllr North and Cllr Dale volunteered to write cheques for February.

Cllr Rush joined the meeting.

176 Cllr North gave the following update with regards the following -

Local Plan – We have had the questionnaire from Bucks concerning the original Local Plan. This was to collect views on priorities and what should be in the new plan. It's a very important questionnaire as it's the first opportunity for Bucks to gain evidence for the future plan. We have employed Troy to assist us with this response. Cllrs were invited to a workshop which was extremely successful. Key points which were raised were the whole approach and tenor of our response, we checked that everybody was happy with the response on the day and the document has been sent out to all to review from that workshop.

We walked through the whole document produced by Troy working out what we wanted to say, no major disagreements to the original document. We have predominately provided examples to what is relevant to us, which Troy will decide if relevant to include. Some of the wording has been softened, we did not agree with the comments re vertical extensions, and we recommended he removed three of the eight priorities.

Cllr North proposed we went ahead with the final document, once completed from Troy. A majority of the Cllrs were present at the workshop and Cllr North has explained any changes above.

The Clerk agreed to the minutes and recommendations discussed above, as per delegated decision-making authority.

No update at present on CIL or MSA, which should not be finished.

NP – Ongoing work is taking place. The Heritage asset list is being linked to the list which photographic evidence which takes time. We were also looking at additional assistance to identify views, this work is under way. A clearer timetable will be available in the future.

Cllr Hatton highlighted that Cllr North is running three large projects and that one Cllr should not be burdened with such responsibility.

Cllr Hatton asked why Cllr North was dealing with CIL, this was put with Cllr North as it was a planning issue and Cllr North was the Chairman of Planning at the time. The clerk informed the Council that the Projects and Planning Officer is putting together a register of those planning applications that are due to pay CIL. The Clerk has contacted the CIL department numerous times to chase and Cllr Darby has contacted Bucks for further information. We are not due any payments at present.

Cllr Dickson requested for clarification of the rules, Cllr Darby has requested this information and will chase and forward on to all. **ACTION** – Cllr Darby.

Cllr Shinner stated that the local plan response will be over soon with a couple of months grace for any other information. This will then allow us to turn our attentions to the NHP. Cllr Shinner requested that Cllr North make the Council aware if she needs support, to spread the workload. Cllr North said this is particularly important if the Local and Neighbourhood plans require attention at the same time.

Cllr Shinner requested Cllr North speak to Cllr Ryan and Cllr Smith will assist wherever she can.

Cllr Smith informed all that the NP was discussed at the BALC meeting yesterday. Bucks Council have appointed a coordinator for NHP's

177 Phase one of the garden undertaken by Thames Valley Landscapes is now complete. It looks great. The next thing the group needs to do is look at the design for the memorial. Three benches will be installed soon, each of the benches depict carvings on either birds, butterflies, or herbs for three champions in these fields who lived in the village. Still awaiting lighting but funding is still ongoing for this. It has been a great success. Thanks again to a village resident who has undertaken the project management for this project. The working group are in discussions with The Hub with regards utilising their CCTV for picking up movements in and around the garden. See supporting documents below.

178 Cllr Shinner updated the Council on the recent Community Board meeting. The latest meeting had three presentations which didn't add any value. This meeting should be to discuss local events and activities of the CB. We have one outstanding grant bid for bollards which we applied for in November 2019, we are still awaiting a response and update. See supporting documentation below.

179 No update received from Bucks however, Bucks Cllrs present to answer any questions Cllrs may have.

180 Cllr Vldar updated the Council on a recent CAPP committee meeting.

- A representative from Maverick Skateparks attended who was extremely informative and helpful in answering questions the group had.
- The group have a number of stages to go through, they have approval of land use (in principle)
- Next steps are to discuss the size and design of the park and go out to pre-tender.
- Once initial costs have been established, they will be able to organise more fundraising and appropriate apply for grant funding.
- Considerations will be undertaken on the design due to flooding issues with the land
- Wendover PC have recently undertaken a project themselves to upgrade a skatepark, similar to ours. They have co-opted the experts from the village onto the Parish Council, undertaken a survey for public opinion, have been awarded a grant of £100k by the community board and Wendover have agreed a £15k contribution. This is however a Parish Council project rather than an independently run project.

Cllr Dickson reminded all that the CAPP group is made up of residents who have volunteered their time and expertise to be involved in this community project.

181 The committee discussed and agree the need to acquire survey software to undertake village wide public consultations such as the Skate park proposals and AONB, if Mailchimp is not suitable the Cllrs are happy for the Clerk to purchase SurveyMonkey at a cost of £400 per annum.

The Clerk agreed to the course of action discussed above, as per delegated decision-making authority.

182 The Council discussed the draft survey questions with the following changes –

- We must include a map so that those undertaking the survey know the area we are talking about,
- Must have a link to the CAPP survey,
- Change play equipment to recreational/leisure equipment,
- Add a preamble explaining why we are undertaking the survey,
- Clearly state that the funds will be coming from CAPP group fundraising rather than the PC,
- Need to stress the “free to use” element of the skatepark as some are chargeable,
- Any money raised by the CAPP group will only be used for a skatepark facility in the village, if this project doesn’t go ahead the funds will be distributed to a charity,
- Cllr Hatton stressed that we don’t want to raise expectations that this is a definite project or that the alternative pieces of equipment will definitely be installed,
- Survey needs to be open for at least 21 days, to give people the opportunity to respond.

ACTION – Clerk to send around the final version of questions including the changes above for w/c 31st Jan.

ACTION – Clerk to put the survey, once finalised onto the appropriate survey software ASAP, to limit delays in the project.

183 Cllr Vldar and Cllr Dickson kindly offered to undertake the next Councillor surgery on the 19th February 2022 at the CSP library.

184 The Council discussed and agreed the cost of an additional camera to add to our current CCTV package for the entrance door.

The Clerk agreed to the course of action discussed above, as per delegated decision-making authority.

185 To discuss the request for the Parish Council to support “health wise” swimming at CSP pool and write to Bucks Cllrs to take this forward as a request. This subject has now been dealt with.

186 The Council discussed the option to remove the current skate park in Mill Meadow due to safety concerns from residents. The skate park has been assessed by ROSPA and the equipment is safe. However, due to issues highlighted by ROSPA it is advised that we erect a sign stating it is not compliant for wheeled activities (skateboard, scooter, bike or skating).

ACTION – Clerk to check the wording for the new sign, order and install.

- 187 To discuss and decide upon a response to the Bucks request for feedback on the newly appointed EWR/HS2 marshals. This subject has now been dealt with.
- 188 The Council received an update from Cllr Shinner on the council's request to Natural England that they assess Chalfont St Peter for inclusion within the boundary of the Chilterns AONB, and to take any necessary decisions. Cllr Shinner will send the draft around for comments. See supporting documents below.
- 189 To receive information items.
- NAG report - See supporting documents below.
 - Flooding – The Council are to write to Affinity Water to thank them for their open and transparent communications during the burst watermain.
 - HS2 – Cllr Darby offered Cllrs the opportunity to visit Florence (tunneling machine) at the Chesham Lane vent shaft, if you are interested, please contact Cllr Darby.
 - Face to Face meetings – The clerk highlighted the current COVID figures within the area and suggested the Council continue to undertake online meetings until the numbers decline. This will be reviewed again at the end of February 2022.
- 190 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)
- 191 The Council received an update on the advice sought with regards the Holy Cross case, Cllr Shinner to update at next months meeting.
- 192 Date of next meeting – **Thursday 24th February 2022 at 7.30pm**

Meeting finished at 10.05pm

**ITEM 173 CHALFONT ST PETER PARISH COUNCIL
MEETING 27.01.2022 CHAIRMAN'S REPORT**

- 1 Fresh concerns about Covid and its Omicron variant were the last straw for our face to face meetings so an EGM in December devolved authority to the clerk to take all necessary decisions after hearing debate and submissions on agenda items in meetings held by zoom. Members of the public can still listen in to main and planning meetings. We will review in February
- 2 Fun Night on the 3rd December is said to have been the most successful ever, and the local police team gave it a thumbs up for good behaviour. I hope the parish council will take advantage of Feast Day (25th June) to continue to build on our excellent relationship with residents and businesses
- 2 On 16th December I met the new president of the chamber of commerce, Gary Wise at the Jolly Farmer (of which he is manager). Cllr. Linda Smith remains our nominated representative who will attend chamber meetings. We covered a wide range of issues including tidying up the village centre around Broadway, Fun Night and Feast Day, and parking in Market Place. NAG are working with the chamber to persuade retailers there not to use Market Place as an all day car park
- 3 I chaired a Community Board wellbeing action group on 5th January. Three bids were approved, details of which had been published to us just five days before. An update on what was left in the 2021/22 fund was not received until 35 mins. before the meeting. This disclosed that four later bids could not be met out of the remaining £500 and would go forward into the 2022/23 budget. This board is not working at all well; but I can hardly complain as we succeeded with the significant bid for Big Biodiversity Battle funding. Wellbeing meets again on 30th March
- 4 I also attended a meeting of the community board highways action group on the 12th January where I learned that a report or analysis of the traffic survey had been distributed, but not of course to me or to our parish council. A copy was emailed to me during the meeting (See NAG update)
- 5 The parish councillors' surgery for January was postponed (for covid). It may be safe to resume these on 5th February
- 6 By the time of this meeting Cllt. Hazel North's workshop will have taken place to discuss Troy Hayes' draft response to the Local Plan 'exploratory questionnaire'
- 7 At the same time I have been working on a draft submission to Natural England (see item AONB)
- 8 I will have had a meeting with Stewart Pomeroy of Colne Valley Regional Park to discuss the AONB issue, and a NAG meeting, both on Wed 26th January; A full community board meeting will have taken place earlier this evening (27th)
- 9 I urge all Cllrs to get involved in one of the several 'out of committee' projects we have incl. Local Plan, Neighbourhood Plan, AONB, and Memorial Garden project as it moves towards its next phase

Tony Shinner, Chairman, 22.01.2022

CHALFONT ST PETER PARISH COUNCIL MEETING 27.01.2022

Agenda item 172/108a

Heritage group Celfunde hold two photographs of a childrens' party held at the Guide hut in Lansdowne Road on the day of the Coronation. Cllr. Tony Shinner suggests these be published with a request for anyone in the photo to come forward or to name anyone they recognise; all those 'identified' able and willing could take part in the beacon lighting ceremony. Apparently the parish council cannot publish the photo without permission of those in it so independent enquiries will be made if approved

Agenda item 177 (Lyche gate only)

Cllr. Tony Shinner is seeking alternative quotes. If these become available by the time of our meeting the quotes can be offered for agreement otherwise this item will have to stand over

Agenda item 178 Community Board

Cllr. Rush chairs the highways sub group, Cllr. Shinner the wellbeing sub group. The parish council were awarded what may have been the largest grant yet, for a partnership with Chiltern Rangers for the Bi Biodiversity Battle, which makes it difficult to complain about the failures of the CB system to follow an agreed process – but those failures remain a problem. Four late bidders will be moved into the budget for 2022/23 but the CB staff will apparently determine without reference to the board or sub groups if any of those should be paid the remaining £500 in this year's budget! The Highways sub group had just been circulated when they met, with an analysis of traffic volumes and speeds on the A413 but see separate NAG item)

A full Community Board meeting will have taken place an hour before we begin this meeting on the 27th

Agenda item 188 AONB (see also map)

Cllr. Shinner is pursuing enquiries with Natural England (NE) who determine boundary And status changes to existing AONB's and/or Regional & National Parks. They are tasked by the government with reviewing the Chilterns AONB and whether a Chilterns National Park should be created. This would include boundary changes

The existing Chilterns AONB boundary lies just to the North of Chalfont St Giles village centre. Colne Valley Regional Park (CVRP) is also seeking to be included in a future National Park

The first step is to persuade NE ***'to commit to undertake a designation assessment of land within the parish of Chalfont St Peter for inclusion in (i) the existing Chilterns AONB and (ii) any future Chilterns National Park'***

To gain entry to the AONB we have to persuade NE of the Natural Beauty of our parish. Were it accepted into the AONB we need to persuade NE of the Opportunities for Outdoors Recreation, which is the additional test for belonging to a National Park

Cllr. Shinner is consulting CVRP, GX town council, and Seer Green and Denham parishes, as well as local voluntary groups (incl CCB); he proposes that the parish conduct a simple 'in or out' survey of residents since we must show there is public support for becoming part of the AONB and/ or a National Park and he asks that the parish council fund that survey (see agenda Item 181)

Agenda Item 188 (CCTV)

Bucks Council are reviewing demands for CCTV from across the county. They have acknowledged our requirements, including those most urgent such as upgrading our existing CCTV software. This was first raised by the CB wellbeing group. Seer Green also seeks updating of cameras. Others like GXTC want new cameras. Small parishes like Fulmer and Hedgerley want 2 or 3 cameras

Our existing cameras are all but useless because of deterioration, rather than their location. One in particular covers the Church Lane entrance to the Memorial Garden.

Bucks Council's review will be monitored and followed up!



*Chalfont St Peter Neighbourhood Action Group (NAG)
working with Residents, Thames Valley Police, Buckinghamshire
Council and the Parish Council for Safer Communities*

*NAG c/o Chalfont St Peter Parish Council, Gravel Hill,
Chalfont St Peter SL9 9QX BUT*

15th January 2022 A few years ago the County Council planned to install ticket machines in **MARKET PLACE** which would have done away with the free one hour parking still currently enjoyed today

NAG carried out a door to door survey and for several days interviewed shoppers as well. The outcome was an almost unanimous objection from both retailers and shoppers alike – The county council put their plans on hold as a result

The PROBLEM IS BACK amidst numerous complaints that visitors and shoppers can no longer find parking spaces for the brief visit. In many instances this translates as 'BUSINESS LOST'. Why waste fuel and effort trying to stop to buy a newspaper, or loaf of bread when you can go to any supermarket ?

The spotlight is on Market Place once again. If the practice of using it for all day parking continues, it will cease to be free parking. The Parish Council subsidise free one hour parking in Church Lane Car Park (owned by Buckinghamshire Council) They are unlikely to subsidise free one hour parking in Market Place

NAG is working with the Chamber of Commerce to persuade business owners and their staff to use Church Lane car park, and not to clog up the visitor parking in Market Place. If introduced, ticketed parking there will be enforced on a several times daily basis (if for no other reason than it is then easier to enforce!)

IT'S YOUR CHOICE: RESPECT THE VISITORS PARKING AND ENJOY THE BUSINESS IT GENERATES, ABUSE IT AND LOSE IT



Chalfont St Peter Neighbourhood Action Group (NAG)
working with Thames Valley Police, Buckinghamshire Unitary and
Parish Councils and residents to promote Safer Communities
NAG c/o Chalfont St Peter Parish Council, Gravel Hill,
Chalfont St Peter SL9 9QX BUT

THE NAG REPORT - REPORT TO CHALFONT ST PETER PARISH COUNCIL FROM NAG
(27.01.2022) - Last met: 29th Sep 2021, **NEXT MEETING: WED 26.01.22 (zoom)**
Zoom link is <https://us02web.zoom.us/j/86983055655?pwd=V2JrekpuV3dSaGtFcWZ5L1JVNi9lQT09>

- 1 **A413 speed limits** A traffic survey (a pipe across each carriageway of the road which measures the volume and speed of vehicles) appears to have taken place between the 3rd & 10th December. NAG were not told of this until they asked when it was going to take place
- 2 Data has been published which suggests that traffic speeds on the A413 (that is the 0.6mile section between the Greyhound and Kingsway roundabouts) shows a mesne speed of 53mph
- 3 Further investigation of that data shows a considerable band of traffic in the 66-70mph band, and a handful of 80mph and 90mph vehicles. The data is difficult to follow not least because it is set out in an extra wide spreadsheet which is read only so could not be compressed
- 4 Taking Day 1 which was a Friday 3rd Dec. the data shows number of vehicles northbound in 24 hrs as 10,280 (8,279 of those in 12 hrs 7am to 7pm)
- 5 Of the 24 hr total 2,254 were exceeding 50mph, 401 60mph and 39 more than 70mph
- 6 On Sat. 4th Dec. the 24 hr. tally was 6,278 (24hrs) of which 1,519 were doing more than 5-mph, 325 more than 60mph and 24 over 70mph, and 16 over 80
- 7 On Monday 6th Dec the tally was 8,951 vehicles heading North (7,497 in the 7am to 7pm slot); of these (24hrs) 1,854 were over 50mph, 320 over 60mph, 52 over 70mph, and 9 over 80mph
- 8 Perhaps the big surprise was the traffic volume which showed as 10,280 northwards on one day (we have not yet analysed the remaining days). Some of us think this is far too busy for the location of this 0.6mile stretch of road with busy roundabouts at each end
- 9 Latest news is that a report analysing the figures has just been published (**annexed**) which seems to say a limit of 50mph would not conflict with the need to keep traffic flowing, given the mesne speed of 53mph; and it does now acknowledge the two accidents at the roundabout ends, one of them fatal. NAG expects to approve a response to the analysis
- 10 **COMMUNITY SPEEDCHECKS** – not normally run in December or January are now the subject of a national community speedcheck organisation (is bigger really better??) which has imposed on-line training systems. Ken Adams and Pete Dale are working on these
- 11 **PARKING** – current parking problem of the season is Market Place – again! NAG ran a door to door survey some years ago when parking ticket machines were proposed, and almost 100 per cent of retailers, plus unanimously all visitors parking challenged the idea - to its credit the old county council agreed and stepped back

12 Now the problem is back. Staff in some businesses, hairdressers in particular, park all day long and a jungle telegraph system comes into play when a traffic warden is seen whereupon offending vehicles are quickly removed. NAG is working with the chamber of commerce and this week expect to have gone with the chamber president on a door to door meeting with retailers to stop this practice (a 'we called' note attached) for Cllrs. information

13 CRIME DATA

PCSO Jen Shruga has just sent us this update for NAG/CSP to be read in conjunction with the ChilternSBucks team report recently.

Hello Tony

Attached is the latest newsletter from Sgt Walsh. Additionally for CSP

1st NOVEMBER to 22 JANUARY

We had three burglaries in CSP Ninnings Road, Denham Walk and Cross Lanes. Denham walk burglary we believe was to try and obtain car keys. We have had a number of keyless car thefts in the Chalfonts/Bfield area in the last few months. We are trying to educate owners of keyless cars on how best to keep their vehicles safe. Methods include using a pouch that blocks the signal and not leaving the keys near the front door as offenders boost the signal to unlock and drive the vehicle away.

ASB has been relatively low, reports of cars congregating in the car park by the skate park has been an issue, we have spoken to drivers and advised them regarding this.

The horse and trap racing on the A413 has become an issue again – this weekend there were an number of calls regarding it. PC Cumming has dealt with a few of the drivers in the previous week.

I was asked to review some CCTV from Barclays Bank where an elderly lady had her bank card taken and money withdrawn. The CCTV showed a male and female loitering around outside the bank at approx. 1130 in the day time. They then wait for an elderly customer, and using distraction they take the card out of the cash machine and then tell the customer the machine has eaten the card and the customer goes into the bank. The couple walk off and then the male comes back ten minutes later and withdraws £300 from the customers account. It was quite shocking how blatant the couple were in this – the male literally crouching down to watch the customer tap her pin in. But one to be made aware of ”

10 **CCTV** – NAG will continue to work with the parish and Buckinghamshire councils on the urgent need for improved CCTV. Of particular concern is the safety and security of the new Memorial Garden. The stage has already become a meeting place, witness empty beer bottles. Getting CCTV to cover the area in a manner which does not infringe the civil liberties of the offending miscreants is an urgent task

Tony Shinner, as Chairman of NAG. 22.01.2022