

# CHALFONT ST PETER PARISH COUNCIL

Minutes of the **Advisory Council Meeting** held online using Zoom on Thursday 31<sup>st</sup> March 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.**

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## MINUTES

In attendance: Cllr Shinner (Chairman), Cllr Dale (Vice Chairman), Cllr Bennett, Cllr Darby, Cllr Dickson, Cllr Hatton, Cllr Jha, Cllr North, Cllr Rush, Cllr Ryan, Cllr Smith, 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.

219 Public question time – no matters raised.

220 Apologies received from Cllr Sandover and Cllr Southworth.

221 The following disclosable, personal or pecuniary interests were declared

Bucks Council	Cllr Darby, Cllr Rush and Cllr Smith
Feast of St Peter	Cllr Shinner
St Peters Memorial Garden	Cllr Hatton, Cllr Smith.
Community Board	Cllr Shinner and Cllr Rush
CAPP skate park	Cllr Dickson, Cllr Jha, Cllr Hatton and Cllr Vladar
SENSE	Cllr Hatton
Community Centre	Cllr Rush
Robertswood School	Cllr Darby

222 The minutes of the meeting held on Thursday 24<sup>th</sup> February 2022 were proposed by Cllr Shinner, seconded by Cllr Hatton, unanimously agreed.

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. Update given in agenda item 228.
- 108a Lighting the Beacon for the Jubilee – June 2022 - Cllr Shinner updated the Council that between 16-30 people have put themselves forward to light the Beacon, all of these people lived in the village since the Queen's coronation. It was suggested that seating could be put inside of the barriers for all those who don't light the beacon.

**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.

It was suggested that we replicate the 2012 original Beacon lighting poster, possibly in purple for the platinum jubilee. **ACTION – Cllr Smith** to send to the Clerk to see if this is possible.

Cllr Shinner asked for any ideas for the event, Cllr Ryan suggested a picnic on the common with a marque for the special guests and music through a speaker. Cllr Dale suggested we have a live choir similar to the one used for other celebrations at the Common. Cllr Smith suggested a live band.

Cllr Dale offered to organise a working party with Cllr Darby and Cllr Ryan. The council agreed a £1,000 budget to include all costs marque, food, drinks, music etc. Proposed Cllr Darby, seconded Cllr Smith, unanimously agreed. **ACTION – Cllr Dale, Cllr Darby and Cllr Ryan.**

**ACTION – Clerk** to assist with the publicity once it has been decided what is going to happen.

- 133 Cllr Rush and Cllr Shinner to approach tv producers of programs such as country File or Monty Don with regards the BBB project. **ACTION – Cllr Rush & Cllr Vladar.** We do not believe it is possible to go any further with this action, take off.

- 176 CIL - Cllr Dickson requested an update from the discussions had by Cllr Darby with the CIL department. **ACTION – Cllr Darby c’fwd**

Cllr Vladar mentioned that there was a report available that we should be getting from the CIL department. **ACTION – Clerk** has requested a copy from Bucks and chased twice with no response.

Cllr Vladar updated the Council on her attendance at a recent BMKALC S106/CIL training course. The course was a general course rather than specifically aimed at Bucks Parish/Town councils. There was however interesting information with regards the process to apply for a deed of variation if Bucks haven’t used up all the allocated S106 money. They did also highlight that the Government have stated they will be changing these rules soon.

Cllr Darby stated that requests need to be realistic and be aware of the consequences. If you ask for money for infrastructure which in turn provides additional facilities for more housing.

- 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 c’fwd.**

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 c’fwd**

- 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** – This meeting will take place in the Hub. Cllrs to send details of potential speakers for this meeting to the Clerk. **ACTION – All Cllrs.** Cllr Shinner and Cllr Vladar provided options prior to the meeting. Cllr Dickson suggested that the Head Haywarden and John Shaw be invited to speak on the BBB project. Proposed Cllr Dickson, seconded Cllr Darby, agreed.

**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.**

Cllr Dickson requested as VOPAG no longer exist could Age Concern GX use their space in the tent ? The council agreed as long as their table is manned at all times and not left for others to attend to.

Cllr Smith stated that the Chamber of Commerce would also like a table in the tent.

Those in the tent are the Parish Council, River Misbourne Action Group, the Heritage group, Community Safety, Transport and Traffic, VAG and also now the CoC and Age Concern GX.

**ACTION- Cllr Darby** will create a rota for the Parish Council pitch at Feast Day.

209 Jubilee Event – Cllr Vladar to speak to the Chamber of Commerce with regards closing Market Place to hold a tea party for the jubilee celebrations. Action – Cllr Vladar. **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.**

224 The Council noted the chairman's report. [Appendix 1](#)

225 To discuss and agree the minutes and recommendations from the following committees:

- EOM – 3<sup>rd</sup> March 2022, Proposed Cllr Shinner, seconded Cllr Hatton, agreed.
- A&P – 14<sup>th</sup> March 2022, Proposed Cllr Smith, seconded Cllr Shinner, agreed.
- Finance & GP – 17<sup>th</sup> March 2022. Proposed Cllr Darby, seconded Cllr Smith, agreed.

75. Recommend to Main Council : To agree the current Financial Regulations.

Proposed Cllr Darby, seconded Cllr Smith, agreed.

76. The current strategy of investing Parish Council monies in different savings accounts was discussed and agreed and it was felt that the strategy should be written as follows:

*'The Parish Council will seek to mitigate the risk of banks failing and maintain investments of not more than £85K within any institution. The only exceptions to this will be the Nat West Current Account and the HSBC Community Account, as these are used on a daily basis and may from time to time exceed this'.* Proposed Cllr Dale and seconded by Cllr North.

Recommend to Main Council: To agree the wording of the Parish Council Investment Strategy as above.

Proposed Cllr Darby, seconded Cllr Shinner, agreed.

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

77. Recommend to Main Council: To renew the electricity contract with E-on for 24 months.

Proposed Cllr Darby, seconded Cllr Shinner, agreed.

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

79. Recommend to Main Council: A donation of £1000 to Feast of St Peter Ltd as a contribution to the provision of fresh drinking water at the event.

Proposed Cllr Darby, seconded Cllr Dale, agreed.

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

**ACTION – Cllr Shinner** to create a letter for Cllr Darby to send to Affinity water

80. Recommend to Main Council: To renew the annual subscription to the ICCM up to a cost of £110.

Proposed Cllr Darby, seconded Cllr Smith, agreed.

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

81. Recommend to Main Council: To renew the annual subscription to BMKALC at a cost of £2163.22.

Proposed Cllr Shinner, seconded Cllr Dale, agreed.

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

- Open Spaces – 21<sup>st</sup> March 2022. Proposed Cllr Hatton, seconded Cllr Dale, agreed.

116 – Recommend to Main Council: to agree the quote No 3 from the contractor to provide the Tree survey for our boundary trees.

Proposed Cllr Hatton, seconded Cllr Dale, agreed.

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

117 – Recommend to Main Council: to apply to the CB with matched funding up to £4k from the PC budget to install the new fencing along the River Misbourne by the Greyhound.

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

Cllr Darby suggested before going to the Community Board we should write to the Estates Department at Bucks and highlight the H&S implications of the broken railings into the Misbourne and ask if they could fix to the same style as the railings used over the bridge.

**ACTION – Clerk** Proposed Cllr Hatton, seconded Cllr Dale, agreed.

In the event Bucks do not undertake the necessary H&S work the Parish council agreed to fund up to 50% of the total cost of fencing with the remainder to be funded by the Community Board. Proposed Cllr Hatton, seconded Cllr Vadar, agreed.

119 – Recommend to Main Council to increase the grave digging costs by £50 in line with the raised contractors' charges. Proposed Cllr Hatton, seconded Cllr Dale, agreed.

- 226 Cllr Shinner proposed, seconded by Cllr Dickson the cheques signed in March, agreed. Cllr Dale and Cllr Darby volunteered to sign cheques in April.

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

- 227 Cllr North gave the Councillors an update on the following –

Local Plan – The latest questionnaire has been sent in by Troy to Bucks with our comments. We are awaiting next steps.

Neighbourhood Plan – On the current NP we have 10-character areas which will be carried forward to the new NP, plus some additional areas. We have been working on these additions and are hoping to get a draft for comment in the coming weeks. A piece of work we can start on is to review the current character areas, look at the current description we have of those areas, have they changed, if so how and why. Each of the character areas in the current plan are approx. 2 pages long. There is a brief description for each one and then the positive and risks are listed. Use the questions listed below to analyse each of the areas.

### ***Neighbourhood Plan***

*1 April 2022*

#### ***Knowing the character of our existing NHP areas***

*Appendix B of the current Neighbourhood Plan divides the built up part of our Parish into 10 distinct Character Areas.*

*We, as Parish Councillors, will be able to provide much more effective input to the updating of the plan if we have built up a knowledge of these areas.*

*These descriptions are brief, approx. 2 pages for each one, including photos. It consists of a description, in some cases followed by Positive Features and Risks.*

*(Character Area 2, Chiltern Hill, is a good example)*

*Questions to be answered are:*

- *Is the Character Area description still valid?  
(it was written approx. 10 years ago)*
- *Do the Positive features listed still apply? What, if any, have been lost?*
- *Are the Risks still relevant & if not explain why*

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Main Council

Signed

- What changes have occurred that affect that Character Area?
- What are the current issues in the area

Once this has been completed I suggest we have a workshop to discuss what we want/should expect for the future?

The Agenda will include:

- Feedback findings
- Understand common opportunities/issues
- Agree basis for producing features and the risks for each area.

Suggested date Thursday 21 April, 2pm  
(at Parish Office or on Zoom – to be decided)

### Neighbourhood Plan

<i>Character Areas</i>		
<i>1 Denham Lane to Amersham residential area</i>	<i>Cllr Rush</i>	<i>Cllr Southworth</i>
<i>2 Chiltern Hill residential area</i>	<i>Cllr Jha</i>	<i>Cllr Bennett</i>
<i>3 Chalfont St Peter village centre</i>	<i>Cllr Ryan</i>	<i>Cllr Hatton</i>
<i>4 Lovel and Nicol Road residential areas</i>	<i>Cllr Ryan</i>	<i>Cllr Vladar</i>
<i>5 Gold Hill Common Residential area</i>	<i>Cllr Smith</i>	<i>Cllr Darby</i>
<i>6 Layters Avenue residential area</i>	<i>Cllr Jha</i>	<i>Cllr Dickson</i>
<i>7 Hill Rise residential area</i>	<i>Cllr Vladar</i>	<i>Cllr Wells</i>
<i>8 Austenwood Lane residential area</i>	<i>Cllr Dale</i>	<i>Cllr Shinner</i>
<i>9 Maltmans Lane residential area</i>	<i>Cllr Hatton</i>	<i>Cllr Dale</i>
<i>10 North Park residential area</i>	<i>Cllr Shinner</i>	<i>PPO (Project &amp; planning officer)</i>

Cllr North suggested a workshop on the 21st April at 2pm, **ACTION – Clerk** to send out a zoom meeting link to all for the meeting.

Cllr Dickson asked where is this information going back to? Who is on the NP working group? Cllr North, Cllr Hatton, Cllr Ryan and three non-Cllrs have been on the working group from the beginning.

Cllr North to send out each of the character areas to the Cllrs who will be reviewing. **ACTION – Cllr North.**

228 Cllr Smith provided an update for the Council on the St Peters Memorial Garden project. Cllr Shinner has asked five companies to quote for a Lych gate with only two so far sending a quote through. The Council agreed this was sufficient, Cllr Shinner to send details through to the Clerk to review. **ACTION – Cllr Shinner.**

229 Cllr Shinner updated the Council on the latest Community Board activities. **Appendix 2**

230 The Council noted the Bucks monthly report. **Appendix 3**

231 Cllr Vladar updated the Council on the latest CAPP group committee activities. The CAPP group are currently awaiting tender applications from skate park contractors.

The family fun day was extremely well received by residents.

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Main Council

Signed

- 232 The Parish Council noted the report produced based on the Parish Council survey results. The Parish Council created the survey to understand residents views and inform their decisions going forward on the CAPP proposal to develop the Mill Meadow skate park area. The report can be found at the following link. <https://www.chalfontstpeter-pc.gov.uk/2022/02/mill-meadow-skatepark-proposal/>
- 233 The Council reviewed the report and agreed the proposed investment strategy and the two proposed bank transfers to an instant account at CCL and a bond at the Redwood Bank as and when required. Proposed Cllr Darby, seconded Cllr Smith, agreed.

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

- 234 The Council discussed if they could advertise the surgeries anymore than they already do. We currently have a poster on our notice boards, library, community centre, social media, and website. There aren't any other forums available to us to use. Cllr Jha and Cllr Rush offered to undertake the April surgery. Cllr Darby volunteered to create a rota for the coming months. **ACTION – Cllr Darby**
- 235 The Council discussed whether to reinstate the Comms & PR committee or keep it as part of the Finance and General purposes committee.

Cllr Shinner stated that in May 2021 he suggested that the Comms & PR Committee be joined with the F&GP committee for several reasons; Comms & PR had been meeting infrequently and their work did not generally require recommending policies. Both committee meetings were short, and it reduced the number of committees Cllrs and the Clerk had to attend.

Cllr Vladar highlighted that we did state that this new format was to be reviewed after 6 months. Cllr Vladar is currently posting the short notices on social media. However, she feels we've missed out promoting things like the BBB project more effectively. The family fun day was a last-minute project, we should have a parish "go bag" for events where we have things in place with all the information together. The village guide is another project which is time consuming and would be better managed by a team concentrating on good PR & Comms.

Cllr Dickson highlighted that people want to know what we do, what our objectives are and how to contact us. The Comms & PR committees historically were very informative and achieved many successful projects, such as FB, twitter, articles in all the papers, village guide etc. We haven't had anything proactively on these mediums for a long time.

Cllr Darby highlighted that there has been a pandemic over the last 2 years and a lot of Comms has been affected. Cllr Darby reminded all that any Cllr can add to the F&GP committee agenda to discuss this issue, including Cllr Dickson who has not attended the last two meetings of F&GP. If there was an issue it should have been raised there. Cllr Darby was happy to take on these concerns and discuss at the next F&GP meeting, reintroducing the Comms & PR would mean an increase in the Clerk and Cllrs workload by another committee.

Cllr Rush agreed with Cllr Vladar's comments, he agreed that there should be a tactical team who deal with the Comms rather than it be part of F&GP. However, this could be undertaken by a working party that reports back to the F&GP committee.

Cllr Dickson raised a point of order that her attendance at F&GP should not be raised in Main Council.

Cllr Vladar reiterated that this is a Main Council matter as it was raised in May 2021 and in February 2022. A working party would work well. Possibly review in a few months' time if this new format works.

Cllr Shinner suggested the proposal is that the work of Comms & PR will be undertaken in the first place by a working party which reports to F&GP.

The Clerk highlighted that the working party would require devolved authority as it will need to be reactive and proactive in a timely fashion and won't be able to wait until its reported back to F&GP and the Main Council before taking action.

Cllr Darby proposed an F&GP EOM be called to create a working party with devolved authority and for the new working party to be reviewed again in 4 months' time, seconded Cllr Rush, agreed. Cllr Dickson voted against this proposal. **ACTION – Cllr Darby** to provide dates.



236 The PCSO contact for 2022/23 was proposed by Cllr Shinner, seconded Cllr Vladar, agreed.

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

237 The Council discussed the request from 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. The Council agreed they could use the facilities if the following are adhered to -

- 1) That Cheena Meadow is to be kept open to residents to also use i.e. playground, swings etc
- 2) Confirmation that the paint used will be water based and therefore wash away quickly
- 3) That the Parish Council accepts no responsibility or liability for injury to individuals whilst playing at Cheena Meadow
- 4) That Robertswood School/Rangers contact their insurance company and inform them that the event will also take place at Cheena Meadow and the activity needs to be suitably insured in this location. Please send the PC a copy of this updated document which includes Cheena Meadow.
- 5) That the Parish Council does not have a license to sell food and drink in this area so please be aware of this.
- 6) Residents – Please be aware of local residents and keep noise to a minimum
- 7) Planting – The Parish Council has recently planted a number of small tree whips as part of our environmental project. Can you please make the organisers aware and if possible try not to disturb or damage the newly planted whips.

Proposed Cllr Hatton, seconded Cllr Shinner, agreed.

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

238 The Council discussed the proposed unitary ward splits as part of the Local Government Boundary Commission proposals. Cllr Smith, Cllr Darby, Cllr North and Cllr Shinner have put together a response which Cllrs have seen which needs to be in by 4<sup>th</sup> April. It is suggested that additional evidence be put into the response on Gold Hill & Austenwood before it is sent off and an additional paragraph which suggests that this is an opportunity to put right an anomaly which splits our village. Bucks Councils suggestion makes this even worse and splits it even further.

Cllrs are happy in principle to accept the draft sent by Cllr Smith, this can be dispatched on behalf of the Council subject to any enhancements that wish to be made before its deadline on the 4<sup>th</sup> April.

Proposed Cllr Shinner, seconded Cllr Hatton, agreed.

Cllr North suggested that all Cllrs respond personally. The more people that respond the better.

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

239 The Council discussed the options available to them with the increasing COVID figures within the village. (ZOE APP – 8,000 local cases, up 1,440 from last week). Cllr Shinner asked if Main Council could be face to face and meetings online. The clerk informed all that this was not possible as the reason why we cant undertake face to face meetings is due to H&S, if we can undertake a meeting of 15 people face to face there is no reason why we couldn't also do a 6 person committee meeting. Its all or nothing. The council agreed to continue the use of online meetings for one more month, to be reviewed at the April Main Council meeting. Proposed Cllr Dickson, seconded Cllr Rush, agreed.

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

240 To receive information items.

Woodland Manor Care Home – Cllrs to let the Clerk know if they would like to attend an event at the care home. **ACTION – Cllrs.**

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). AGREED.

242 To discuss and agree minutes and recommendations from the following committees

HR – 10<sup>th</sup> March 2022. Proposed Cllr Rush, seconded Cllr Shinner, agreed.

27 – Recommend to Main Council – The pay review for 2022/23 and additional weekly hours for the Clerk. Proposed Cllr Shinner, seconded Cllr Rush, agreed.

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

28 – Recommend to Main Council – That the PC will stay in the LGPS scheme. The current Haywarden vacancy will contain membership to the LGPS. Proposed Cllr Rush, seconded Cllr Shinner, agreed.

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

243 No update was given on the Holy Cross case.

244 Date of next meeting – **Thursday 28<sup>th</sup> April 2022 at 7.30pm**



**ITEM 173      CHALFONT ST PETER PARISH COUNCIL  
MEETING 31.03.2022 CHAIRMAN'S REPORT**

- 1 On the 26<sup>th</sup> Feb. several of us joined an on line conference lasting about 5 hours, put together by HS2 and **Bucks Archeology**. For those interested it may still be available as a webcast but you will need to be selective. The first talk was probably the best. Whatever your thoughts on HS2 the impact on local archaeology from Stoke Mandeville and North to Quainton has been fascinating
- 2 On 2<sup>nd</sup> March, again several of us sat in on the local government boundary forum to hear how the **Boundaries Commission** approach changes. Despite assurance they try hard not to split communities when determining Unitary ward boundaries the principle factor remains the number of electors in each ward. More elsewhere
- 3 On 7<sup>th</sup> March those members of the A&P team working on the emerging NHP had an on line conference with planning expert Troy, and **Landscape Design expert Nick Harper**. The main purpose was to review the timetable for this work. Cllr. North will be sending out a request for help from all Cllrs.. It should not require a lot of your time, and for many will give us even better insight to the village and its infrastructure
- 4 On the 8<sup>th</sup> March I invited myself to a 'have your say' forum at the **Chalfonts Hospital**. Cllrs. Smith, Darby and Rush represented the VAGroup (which includes the League of Friends), the Unitary Council and the Community Board respectively. We are all concerned to see a role for the future of this survivor from another era in the NHS, which has served us so well in the last two years. The three of us were able to make valid points for the potential of the unit as a Community Hospital, which pre covid ran some 30 monthly consultations and clinics. Much of the forum was devoted to hearing about 'centres of excellence' so its future yet remains a numbers game
- 5 On the 10<sup>th</sup> March I joined another Bucks Council promoted forum the **Rural Agenda Programme** – I was keen to hear Dr Matt Thomson talk about Chiltern Conservation and the **Chilterns AONB**. He is a senior Planner with them. CCB are in discussion with Natural England concerning a future development as a partnership rather than what CCB see as the current framework of a National Park. We have as you know asked to be considered for inclusion in a revised AONB
- 6 A vote of thanks to our clerk Debbie, and Cllrs. Anne Marie Vadar and Isobel Darby, for setting up the parish council's stand at the **Family Fun Day** event in Church Lane Car Park, also the several other Cllrs who helped man the council stand especially Vice chairman Pete Dale, and Cllrs. Linda Smith and Sharad Jha who seemed to be there for much of the day for putting together the parish council's stand.

The Fun Day was funded as part of the government's Welcome Back scheme and we used the occasion to extend the parish council's own skate park survey as discussed previously on which our clerk has since reported

- 7 On the 15<sup>th</sup> March I gave evidence to a **Buckinghamshire Council scrutiny committee on the performance of the Community Boards**. I emphasised the need for a clearer vision, the need for clearer guidance on procedures, bidding process etc., and adherence to these; and the very poor communication with the sub or action groups, based on my experience chairing the Wellbeing action group. I registered concern that community board funding was expected to make good the funding gap for highways projects, something which seemed to strike a chord of agreement with my colleagues from other town or parish councils. I was told this event would be available as a webcast but it is not listed on Bucks Council's archive of webcasts

Towns and Parishes represented were asked about devolved services and most of those who had taken these on some years ago disclosed they were no longer running them or were proposing not to renew them. The complaints were much the same, demands for additional duties for no additional funding, and no increase in funding over earlier contracts. I made the point renewal had been put to us as a 'take it or leave it' exercise

- 8 Later the same day Bucks Council ran a **TfB stakeholder event** at which we heard about issues such as gritting of 44% of the county's roads, and website maps of gritting and snow routes; new highways contractors from 1<sup>st</sup> April 2023 for 8 year terms with 2 yrs options; bringing back to in-house, asset management, and network teams within the next month; the use of multiple suppliers for 'minor works'; stepping up process and procedures for unexpected gully emptying needs;

poor quality of grass cutting and the difficulties of evaluating this; bee friendly bus stops; street furniture and reflective bollard replacement and how this is managed; improved liaison between highways and the utilities, and the number of road closure permits (in the year 2018/19 they had issued 20,000, so far in the current year (21/22) over 60,000; they had also issued 1,050 penalty notices for permit breaches including 24 for closure over runs and 2,000 for poor quality restoration, and had issued 1,100 refusals – they are desperately in need of more team members and hope to be up to full team level by next year

- 9 On the 17<sup>th</sup> February several of us enjoyed another excellent presentation from **Bucks Council on Wilder Verges**. Dr Phil Sterling had brought his expertise working with Dorset Council in highways verge management to Buckinghamshire Council and captivated his audience with the why's and wherefore's of reducing grass cutting of verges, saving the councils a large amount of money and proving enormously beneficial to the countryside at the same time – what is there not to like!

Haywarden Mike, clerk Debbie, and several of us attended and Debbie has put our name forward for one of the first pilot trials in the south of the county. I learned a lot about the need for the new cut and collect system grass - to reduce fertility of the grass verges, removing cut grass as a source of feed for new grass, disposal of arisings, and much more. May be available to view as a webcast?

- 10 I attended a meeting of the **memorial garden team** on the 21st March (see Cllr. Smith's update) where we discussed benches, signage, information boards, CCTV, water features and lychegates
- 11 Looking ahead is a meeting of the **TVP forum** on the 29<sup>th</sup> March; I will be chairing the Community Board **Wellbeing action group** on the 30<sup>th</sup> March, and a further memorial garden meeting on the 31<sup>st</sup> March. There is a NAG meeting on Wed 6<sup>th</sup> April. My postponed meeting with Clare Pelham (**Epilepsy Centre**) is scheduled for 11<sup>th</sup> April
- 13 The first round of consultation concerning **boundary changes** for Unitary Council wards, closes on Monday 4<sup>th</sup> April. This is elsewhere on the agenda but I expect to meet with some of you in time to put together proposals for a response

**Tony Shinner, Chairman, 28.03.2022**

## APPENDIX 2

### **ITEMS 223(108a),207,208, 229,238,240 CHALFONT ST PETER PARISH COUNCIL - MEETING 31.03.2022**

#### **Item 108a      beacon lighting 9pm 2<sup>nd</sup> June**

Council have previously agreed contacting residents who were in the village at the time of HM The Queen's accession to the throne/ maybe even a year later on the date of the coronation. We have identified about 18 names so far but the list continues to grow

The council now need to consider what they might do on this occasion. No one was able to take on the task of organising a street party in Market Place; but perhaps an event in the hour or so leading up to the lighting of the beacon can take its place. We need to discuss this and what entertainment/ refreshments if any we might put on

Please will Cllrs. come forward with suggestions

#### **Item 207      Parish Meeting 19<sup>th</sup> May 7.30pm**

This is NOT a parish council meeting, but a meeting for residents and businesses in the parish to raise issues and hopefully get answers. We have suspended this for the last two years because of covid.

It will take place at The Hub in Church lane. The chairman of the council, and chairs of the committees will give short summaries by way of update on previous years; it has been customary in the past to invite a guest speaker. I have offered a suggestion namely someone from Chiltern Conservation Board on the subject if the Chiltern AONB – John Shaw of Chiltern Rangers, and Chiltern Search and Rescue are two other suggestions received. are there other options?

#### **Item 208      Feast Day Saturday 25<sup>th</sup> June 1000-2030hrs**

The parish council are using approx. one third of the three end to end marquees which also house the tea tent and the crafts fair – we are next to the tea tent (which is convenient). It is an important opportunity for the parish and related groups such as Village Action, Memorial Garden, to meet the public

So think whether any of the parish events you are involved in can use their presence there to advance their work eg volunteers for tidy ups' in the memorial garden, preparation for the new Village Guide (response to Debbie and me please)

#### **Item 229      Community Board**

I have little to add to my report on evidence to the scrutiny committee, in the chairman's report. You will learn shortly that the Community Board's budget will have shrunk this year. There are seven communities within our Board area, and to be frank we, as a parish, did very well out of last year's funding. There will be competition, so we aim to get any CSP bids in as early as possible

#### **Item 238      Boundary changes (Unitary wards)**

Drawing on what I heard at the Boundary Forum (see chairman's report) the main factor in boundary changes for the Unitary wards (NOT Parliamentary nor parish wards) will be based on a combination of the number of electors (ie a unitary Cllr for every 4,500 electors) and an insistence that the number of Buckinghamshire Cllrs. be reduced to 98 – so three unitary cllrs. for our village will not be looked at favourably even if achieving two only, means moving part, say Goldhill ward to Chalfont St Giles as it is now, and/or Austenwood to GX, however awkward that might appear to those familiar with parishes

By Thursday's meeting I hope to have consulted on whether we should issue a response and if so what we should say. Please let me have your views in advance or at Thursday's meeting

The Boundaries Commission made it clear this is a lengthy process, and there will be several rounds of consultation. They spoke also about the aim not to split communities

A reminder that we are one of the bigger communities in the south of Buckinghamshire, some 50% larger for example than Chalfont St Giles or GX in population but NOT necessarily electorate) terms

#### **Item 240 Information Items (AONB request)**

The request to be considered for inclusion in an enlarged Chilterns AONB was submitted two weeks ago and we are currently waiting for an initial response. If we have made the primary case for assessment the process of collecting evidence may take up to two years. Chilterns AONB may not now seek National Park status (something Natural England have asked to be investigated) but may 'morph' into something similar

#### **Item 187 (Information Items) VILLAGE GUIDE**

I propose we launch the countdown to a new Village Guide 2023/24 with an intentions and information table at Feast Day, within the parish council tent. Our vice chairman Cllr Pete Dale has offered to chair the working group which should include at least one representative from the chamber of commerce, and aim to have the new guide printed by Christmas

Cllr.Tony Shinner  
28.03.2022

## **Buckinghamshire Councillors Report March 2022**

### **News**

#### **Wild Flower Street Verges**

Instead of Bucks following the current regime of verge cutting and dropping potentially six times a year, Bucks has been trialling in the north of the County a regime of cut and collect three times a year and seeding with wildflowers. Bucks is now looking for areas in the south to trial.

#### **e-scooter**

Bucks Council has extended its e-scooter trial covering Aylesbury, High Wycombe and Princes Risborough until Nov 2022. This is after the (DfT) extended the national trial to assess take up and impact post-lockdown and also safety, benefits, public perceptions and wider impacts.

#### **Welcome Back Fund**

The Bucks Council Welcome Back fund was used to help pay for the village's Fun Day, new planters and re-painted benches.

#### **Ukraine Helping Hand**

Bucks Council has set up an internal team using existing staff who are handling the housing, safeguarding and the DBS checks for sponsors who have found guests they would like to come and stay with them.

Bucks has also formed a local strategic partnership so we can be in the best possible position across the whole of Buckinghamshire to co-ordinate a strong response to whatever scenario presents. It means Bucks' representatives from accommodation, education, health, safeguarding and other services are all aligned to support any arrivals as best they can.

#### **Impounding Illegally Parked Vehicles**

Following the introduction of a new vehicle removal policy, Buckinghamshire Council has begun to lift and impound illegally parked vehicles and/or persistent evaders with five or more outstanding Penalty Charge Notices (PCNs). The action is aimed at making Bucks roads safer by removing highway obstructions and enabling optimum traffic flow.

#### **Great British Spring Clean**

Buckinghamshire Council is pledging its support to Keep Britain Tidy's 'Great British Spring Clean' for another year.

The event is the country's biggest mass action environmental campaign, encouraging people to work collaboratively with community organisations, businesses and councils to collect and safely dispose of litter from local streets, parks and open spaces. This year, the event is taking place between 25 March to 10 April.

Buckinghamshire Council will be supporting local litter picking events across the county, collecting waste from litter picking activities from an agreed, designated point or residential address, if groups contact the council in advance. In addition to this, free litter pickers and bags will be available to individuals and groups looking to get involved with the campaign.

#### **Fun, free Easter holiday clubs on offer to Buckinghamshire children**

Buckinghamshire Council, local businesses, organisations and charity groups have teamed up to provide thousands of places for eligible school-aged children and young people, in Reception to Year 11, to enjoy a variety of exciting and interesting holiday clubs in their local area throughout the Easter holidays – for free.

## Community Board

The budget has been cut to approx. £114,000. More information to follow on any reorganisation.

## First Electric Refuse Vehicle

Buckinghamshire Council has been awarded more than half a million pounds by the government to upcycle its first refuse collection vehicle to electric. It marks the start of the Council's programme to convert its fleet to electric, resulting in zero exhaust emissions.

## TFB

### Road Notices

Gravel Hill, diversion to allow Affinity Water emergency repairs 20<sup>th</sup> March to 24<sup>th</sup> March.

Roberts Lane closed 09:30 to 15:30 for Openreach testing on 19<sup>th</sup> April 2022

Bull Lane, closed 09:30 to 15:30 for Openreach testing on 14-15 March

A413 central reservation near Lower Road exit/entrance to be closed. Bucks Council Leader has 'made' the decision. Bucks is now working to complete the making of the Traffic Regulation Order and will subsequently programme the implementation of closing the existing central reserve gap, together with installing appropriate signs as well as introducing revised kerbing layout, which shall then make these proposed restrictions enforceable – construction works should be completed towards end of April 2022.

Gorelands Lane, Chalfont St Giles closed 11<sup>th</sup> April for estimated three days for drainage repairs.

## Jubilee Parties

Those who wish to apply for a street closure for a Platinum Jubilee street party should click on the following link. The fee has been waived.

[Organise a Jubilee street party | Buckinghamshire Council](#)

## Public Consultations

The Bucks Council website, Your Voice Bucks section, invites individuals and organisations to give their views on the following current consultations:-

### 1. Education Strategy 2022 – 2027

We are reviewing the Buckinghamshire Education Strategy and we want to hear your views on the key priority areas for 2022 to 2027. A strategy for Education and Skills was developed for Buckinghamshire in 2018 as a result of collaboration and consultation with key stakeholders. It was designed to act as a compass for implementing continuous improvement in educational provision in Buckinghamshire until 2022. Closes 28<sup>th</sup> March.

### 2. Ward Boundaries

The Local Government Boundary Commission for England is asking local people and organisations for their help to draw up new ward boundaries across Buckinghamshire. A new pattern of wards is being developed for Buckinghamshire Council. [Following a public consultation](#) on proposed council size for the authority, the Local Government Boundary Commission has decided that the number of councillors in Buckinghamshire should be 98. The Commission wants to hear what residents and organisations think about their local area. A 12-week consultation on the proposals will run until 4 April 2022. The Commission is interested in views on which communities should be part of the same ward.

- What facilities do people share, such as parks, leisure centres or schools and shopping areas?
- What issues do neighbouring communities face that they have in common, such as high numbers of visitors or heavy traffic?
- Have there been new housing or commercial developments that have changed the focus of communities?



- Are there roads, rivers, railways or other features that people believe form strong boundaries between neighbourhoods?
- 3. Healthwatch Bucks**  
If you are a Bucks resident waiting for hospital treatment or care because of COVID-19, Healthwatch Bucks would like to know your experience waiting for the care you need, and what advice, information, or support the NHS has given you while you wait. Closes 31<sup>st</sup> October 2022
  - 4. Your views on moving traffic offences**  
Bucks to be one of first local authorities outside London to have powers to enforce moving traffic offences using ANPR. For example: *Keep clear for school* in Oval Way, Chalfont St Peter. Closes 4<sup>th</sup> April
  - 5. Customer Access Points**  
Your views on accessing face to face customer service at Council Access Points. The nearest one for CSP is in Amersham at the former CDC offices. Closes 3<sup>rd</sup> April
  - 6. Parking Control**  
If you consider a new parking control is needed, where on-street parking is causing problems.  
Closes 1<sup>st</sup> September