

# CHALFONT ST PETER PARISH COUNCIL

Minutes of the **Main Council Meeting** held at the Parish Council offices, Gravel Hill, Chalfont St Peter, Bucks at **7pm on** Thursday 28<sup>th</sup> July 2022.

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## MINUTES

In attendance: Cllr Shinner (Chairman), Cllr Dale (Vice Chairman), Cllr Darby, Cllr Dickson, Cllr Harrold, Cllr Hatton, Cllr Rush, Cllr Ryan, Cllr Smith, Cllr Southworth & Cllr Vladar

Also Present: Vikki Murdock (Assistant Clerk)

The meeting started at 7.15pm as the meeting held from 6.30pm over ran.

25 Cllr Shinner welcomed Cllr Harrold to the Parish Council.

26 No public representations were made.

27 Apologies received from Cllr Jha, Cllr Longshaw, Cllr North & Cllr Sandover.

28 The following disclosable personal or pecuniary interests were declared –

CAPP	Cllr Hatton, Cllr Dickson and Cllr Vladar
Bucks Council	Cllr Smith, Cllr Rush and Cllr Darby
St Peters Memorial Garden	Cllr Hatton, Cllr Smith.

29 The minutes of the meeting held on Thursday 26<sup>th</sup> May 2022 were reviewed. Cllr Dickson queried a comment in them regarding the Working Party for the Village Guide being established, (this was in the Finance and & General Purpose Committee minutes 09.06.22 ), therefore the 26<sup>th</sup> May Main Council minutes were proposed by Cllr Smith, seconded Cllr Rush, agreed. Cllr Dickson asked if the working party for the Village Guide had been convened. Cllr Shinner replied that Cllr Dale would be convening a meeting shortly.

30 To discuss the actions from previous meetings:

205 Cllr Dickson explained that the project was moving forward and that the CAPP group would like an opportunity to come back to the Parish Council to give an update. It was noted that Council was keen to know the timetable and whether problems over the dimensions of the proposal in relation to the site had been overcome. It was agreed they should be invited to Council in July and Cllr Hatton confirmed that he had already spoken to the group about this. Clerk to contact the group and put on agenda for meeting on 29<sup>th</sup> July 2022. **ACTION Clerk**

208 Feast Day – **completed**

13 NHP Public Consultation event – **completed**. Cllr Hatton expressed his disappointment for the low turn out and said that the Parish Council needed a better distribution mechanism to get information out to residents. Cllr Darby responded by saying that this had already been discussed at the Finance and General Purpose Committee on 9<sup>th</sup> June and was in hand and that the collection of resident e-mail addresses at Feast Day for a parish council database was a starting point to achieve this. This would compliment our social media output. Cllr Vladar suggested we ask residents to be a part of any working party. As one of the co-option candidates had shown, there was specialist knowledge within the village. It was noted that 25 e-mail addresses had been collected on Feast Day and Cllr Darby reminded Council that all resident details must be kept in the office and that Councillors should not hold this information.

19 Nag meeting with residents and local schools - Update within NAG report – **Appendix 3. Completed**

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31 The Chairman's report was noted. *Appendix 1*

32 To discuss and agree the minutes and recommendations from the following Committees:

A&P – 6<sup>th</sup> June 2022 Proposed Cllr Smith, seconded Cllr Dale, agreed.

F&GP – 9<sup>th</sup> June 2022 Proposed Cllr Darby, seconded Cllr Rush, agreed

- Section 1 (The Annual Governance Statement) of the AGAR 2021-22. See item 39 below
- Section 2 (Accounting Statements) of the AGAR 2021-22. See item 40 below
- The Internal Audit Report for 2021-22. Proposed Cllr Darby, seconded Cllr Rush, agreed
- To pay £525 for traffic management at the Remembrance Day Parade on 13<sup>th</sup> November 2022. Proposed Cllr Rush, seconded Cllr Dickson, agreed.
- The annual subscription (retrospective) to the SLCC of £270.00. Proposed Cllr Dale, seconded Cllr Shinner, agreed.
- To renew the annual subscription to The Open Spaces Society up to a cost of £50.00. Proposed Cllr Darby, seconded Cllr Rush, agreed.
- Renew the annual subscription to The Chiltern Society up to a cost of £35.00. Proposed Cllr Darby, seconded Cllr Rush, agreed.
- To donate £100 (under S137) to Gold Hill Baptist Church for the use of the large tent on Feast Day. Proposed Cllr Darby, seconded Cllr Rush, agreed.
- To donate (under S137) £100 to the Maria Taylor Charity for the picture in the Main Chamber. Proposed Cllr Shinner, seconded Cllr Dickson, agreed.
- To recommend to donate £200 (under S137) to 'Voices and Choices' for their work in the local area including Chalfont St Peter. Proposed Cllr Darby, seconded Cllr Dickson, agreed.

EOM – 13<sup>th</sup> June 2022 Proposed Cllr Smith, seconded Cllr Hatton, agreed.

HR – 23<sup>rd</sup> June 2022 Proposed Cllr Hatton, seconded Cllr Shinner, agreed.

A&P – 27<sup>th</sup> June 2022 Proposed Cllr Dale, seconded Cllr Smith, agreed.

33 Cllr Dale proposed the cheques signed in June 2022 and Cllr Dickson seconded, agreed. It was noted that cheque no. 9713 had been withdrawn as it was incorrect and the Assistant Clerk was awaiting a revised invoice. Cllr Shinner and Cllr Darby volunteered to sign cheques in July.

34 Cllr Smith gave an update on the Neighbourhood Plan, namely that the public comments collected on 11<sup>th</sup> June were with Troy Planning and we were awaiting his report. She informed Council that the online survey was still live on the website.

7.40pm – Cllr Darby left

35 Update on St Peter's Memorial Garden – Cllr Smith had produced a written report. *Appendix 5*. She asked whether anyone knew a bricklayer that the group could contact? Cllr Southworth asked whether the benches could be moved from under the trees, rather than put 'spikes' on the trees to stop the birds landing. It was

explained that the benches were now cemented in and that the spikes did not harm either the trees or the birds and just prevented them from nesting.

- 36 Update on the Community Board subgroups, meetings and applications. *Appendix 2*. It was noted that the Community Board stall at Feast Day did not clearly show what had been funded within Chalfont St Peter, it was considered vague and a wasted opportunity. Cllr Rush said that this had been realised and that things should be better for the next outing at the Gerrards Cross Community Centre in July.
- 37 The monthly Buckinghamshire Council update was noted. *Appendix 4*
- 38 It was agreed 'in principle' to plant a tree in the village to mark the Queen's Platinum Jubilee, and various locations were discussed. Cllr Hatton hoped it could be funded in part by the Parish Council and in part from donations. To be passed to the Open Spaces Committee for discussion at their next meeting on 25<sup>th</sup> July 2022.  
**ACTION Clerk**
- 39 Section 1 (The Annual Governance Statement) of the AGAR 2021-22. Proposed Cllr Hatton, seconded Cllr Dale, agreed.
- 40 Section 2 (Accounting Statements) of the AGAR 2021-22. Proposed Cllr Dale, seconded Cllr Rush, agreed.
- 41 The report written by Troy Planning in response to planning application PL/22/1411/OA for a motorway service area on land between Junctions 16 and 17 of the M25 was agreed. Proposed Cllr Dale, seconded Cllr Ryan, agreed. This will now be sent to Buckinghamshire Council.
- 42 Pony trap racing on the A413. *Appendix 2*. Cllr Shiner added that there will be a Police Forum in Colston Hall, Gerrards Cross on Tuesday 12<sup>th</sup> July, where he will ask for this to be discussed and urged those present to attend if they were interested in this issue. Cllr Southworth suggested that as this activity was considered important within another culture, should we not be engaging with those involved? This approach was supported but it was felt this still needed to be policed as the races on occasions strayed from the main road onto those residential roads nearby, for example Lower Road.
- 43 Footpath on Gold Hill Common adjacent to Gold Hill North – Cllr Smith informed Council that a meeting WITH local Bucks Councillors had taken place at the site and that Cllr Darby had written to the Portfolio Holder for Highways, Cllr Steve Broadbent, about the issue. His response had acknowledged that there was a 'legal tangle to unwind' but that this was underway to ensure that the paths are maintained. **C'fwd**
- 44 To receive Information Items:
- NAG report – Appendix 3. Cllr Shinner added that following his meeting with interested parties at Gayhurst School, he had provided them with some recommendations and that he would circulate these to councillors via the Assistant Clerk. **ACTION Cllr Shinner.**
  - Cllr Shinner was concerned at the appearance of estate agent 'for sale/ sold' signs relating to properties within The Grange site that had appeared on Market Place and was worried that this could set a precedent and result in lots of signs popping up. Cllr Smith said that the Admin & Planning Officer (Ana) had been asked to look at this via the A&P Committee. Cllr Shinner wondered whether this should also be considered within the Neighbourhood Plan?
  - Cllr Shinner thanked all councillors for their hard work over the past few weeks following the Beacon Lighting, Neighbourhood Plan event and Feast Day.
  - Cllr Smith informed Council that a new planning application had been submitted for the old site of Gold Hill Baptist Church, should they wish to view it.
- 45 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) None
- 46 No update given
- 47 Date of next meeting **Thursday 28<sup>th</sup> July at 7.30pm**

## APPENDIX 1

### ITEM 31 CHALFONT ST PETER PARISH COUNCIL MEETING 30.06.2022 CHAIRMAN'S REPORT

- 1 Cllr. , Linda Smith and I spoke at the Chiltern Area Planning Committee on the 31<sup>st</sup> May, against an application for permission to build a garage at 1 Grange Rd. The issue concerned whether or not trees had been removed and had or had not been replaced as required. The application was allowed. There was much interest in it from Grange Fields and Grange Rd residents
- 2 Thursday 2<sup>nd</sup> June saw the first of two bank holidays to celebrate HM The Queen's accession to the throne in 1952. As requested by the Queens Pageant Master we lit the beacon following an evening of celebration very ably put together by Cllrs. Isobel Darby, Pete Dale and Ruth Ryan. Selected by raffle, one of 17 residents who had been in the village in 1952 was chosen to apply the light to the beacon at 9.45pm which duly burst into a roaring fire to cheers and singing. Scouts and the Gold Hill Baptist Church helped organise a memorable evening
- 3 Bucks Community Board met on the 8<sup>th</sup> June when several councillors were present (see Item 36)
- 4 The Neighbourhood Plan consultation Drop In event took place all day on Saturday 11<sup>th</sup> June at The Hub. The auditorium lends itself well to the large displays which planning consultant Troy Hayes had brought along and we Cllrs. worked hard to assemble a massive number of display boards. Whilst not overwhelmed by visitors there was nearly always someone at each of the displays and many councillors were on hand throughout the day to answer questions, as were Troy and his assistant  
  
Troy was very satisfied with the responses he has received as a result, which go a long way to satisfying the process of the emerging replacement NHP and the need for public consultation
- 5 On Sunday 12<sup>th</sup> June, councillors including myself helped change the flags in High St and Market Place which told the village Feast Day was approaching. Flags have been a feature of our village for many years The next ones will be for Remembrance Sunday
- 6 On the 13<sup>th</sup> June (as chairman of NAG) I ran a meeting of schools and residents in Bull Lane, at Gayhurst School (see NAG report at item 44)
- 7 On the 14<sup>th</sup> June with Cllrs. John Hatton and Linda Smith I attended a meeting in the memorial garden to look at proposals for stage 2 of the restoration (see item 35)
- 8 On the 15<sup>th</sup> June I chaired the Community Board community safety and transport 'action' group, attended also by some of our cllrs. (see item36)
- 9 On the 20<sup>th</sup> June I attended a Midsomer Murders Trail launch at the Chiltern Open Air Museum with several Cllrs. Championed originally by Chiltern District Council as part of their Revitalisation Project the new Midsomer Murders Locations Trail came to fruition with bus tours around the Chalfonts and Old Amersham. Thanks especially to local resident Sandy Warren whose efforts saw this succeed
- 10 On the 22<sup>nd</sup> June I took part in a meeting of chairmen of some of the seven communities in the GX Denham & Chalfonts Community Board and Board Chairman Cllr.Santokh Chokkar. We discussed the impact of another MSA in the Colne Valley, next to the entrance to the HS2 tunnel, on green belt and the CVRP itself. Trustees of the CVRP are hosting a meeting on the 14<sup>th</sup> July. It was suggested councils with an interest in the regional park should share views at that or a separate meeting
- 11 As a director of Feast Day I was delighted to see so many councillors helping install the two marquees on Friday evening - then attending Feast Day itself on Saturday 25<sup>th</sup> June. The council put on a first rate display, with lots of contact information such as a communications database, the next Village Guide, Open Spaces and the BBB; witness Charlotte the tractor and Haywarden Mike's new toy the 'cut and collect' and not least of all Cllr.Anne Marie's wonderful 'grow a sunflower' competition. Thanks also to Cllr Pete Dale and former Cllr Ken Adam for the Candy Floss which raised £200 or so for the Maria Taylor Trust of which they and Cllr.Ruth Ryan are nominated trustees

- 12 Planning expert Troy has also been hard at work preparing the council's response to the MSA planning application. Thank you Cllrs. Linda Smith and Hazel North for pursuing this in the very short space of time needed with numerous updated versions of Troys draft
- 13 The same goes for the team of cllrs. who worked on the NHP drop in project - preparation included some five separate meetings and Friday evening prep. **Tony Shinner, Chairman, 30.06.2022**

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## APPENDIX 2

### CHALFONT ST PETER PARISH COUNCIL MEETING 30.06.2022 ITEMS 35, 36, 42, 44

**Item 35**      **St Peter's memorial Garden** – Cllr. Smith will update you on this but I just want to confirm that CCTV is now in place (I have viewed it from the monitor) so all we are waiting for is the signage, which is the main point of CCTV!

**Item 36**      **Community Boards** – bear in mind their budget runs 1<sup>st</sup> April for 12 months, but due to more changes everything has been put back. The Board met on the 8<sup>th</sup> June. New co-ordinator Marco Diaz reported that a survey in March had led to re-appraisal of the action groups. There remain four. Clearer advice would go out as to how they should encourage cross parish, even cross boards thinking.

Grants from Boards would be limited to £1,500 and some level of match funding would now be essential. Minutes are on the CB website

The newly styled Community Safety/Transport action group met on 15<sup>th</sup> June. Shortly before the meeting we were informed that none of the 7 projects in the current bidding chain would be implemented before April 2023. Six of those have already been through the PiD process, ie they have been designed and 'costed' (for want of a better word) by Ringway Jacobs the unitary council's highways contractors. Ringway's contract finishes on 31<sup>st</sup> March 2023

I have argued repeatedly that highways type projects should not as a rule dip into money set aside for communities. There is only £114,000 available to the GX Denham & Chalfonts Board for the year 2022/23. One project could mop up half of that in one bight.

So, forget verge bollards, forget A413 speed changes, think 2023!

There was a sensible discussion about non highways type projects which is the way we will have to go.

We received a detailed update from the Bucks' Community Safety Team on his county wide consultation on **CCTV**. He urged communities against spending on their own CCTV until they could see if it would work within whatever system Bucks introduce, but he is waiting for budget approval so do not expect anything until 2023

Watch this space

**Item 42**      Community leaders are insisting TVP take action to stop this annual event of **pony trap racing on the A413**. They received lots of alerts prior to the event. The event this year attracted participants from the SW, and the North of England. The A413 is one of those rare roads which they find convenient for the event. The recently installed grass replacing the cut between the two carriageways at GX was damaged with traps crossing the centre reservation. Police were observing and the PCC is now involved in discussion on what to do in the future.

**Item 44**      I have asked our planning clerk to look at the rules regarding **estate agent's For Sale signs**, given the recent appearance of these in Market Place at the entrance to The Grange site. **It may be relevant also to the NHP**. We could see these signs spreading along the entire frontage of the site in Market Place if we are not careful

See also separate NAG report

**Cllr.Tony Shinner, 30.06.2022**

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## APPENDIX 3



*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*

**THE NAG REPORT - REPORT TO CHALFONT ST PETER PARISH COUNCIL 30.06.2022) - Last met: 6<sup>th</sup> April 2022, **NEXT MEETING: TBC****

- 1 A413 speed limits** This has been costed by Ringway Jacobs the unitary council's highways contractors with a predicted figure of over £40,000. There seems no point in querying this as we are told Ringways will not implement the work before termination of their contract on 31<sup>st</sup> March 2023. We have asked when Bucks' new in house design team can start accepting and reviewing designs and costs
- 2 Bull Lane** - NAG ran an information evening at Gayhurst School on the 13<sup>th</sup> June. If anyone wishes to see the response which NAG have sent to those attending please let me know

One aim of the exercise was managing expectations; so - explaining that road and road safety projects are undertaken by Bucks Council, that their contractors are not implementing any new projects before 31<sup>st</sup> March 2-23, and that Community Boards have just £114,000 to send between seven communities, was the essential message to get over

However, there is much that residents and schools can do meanwhile in the way of footpath and overgrown hedge surveys, residents traffic surveys from driveways to ascertain the level of HGV traffic and using community speedwatch. Most seemed to agree speeding not a major issue

NAG's response sets out a list of self-help and data collecting tasks. This went to all those who attended the meeting, on Monday this week and so far there has been no reaction

### **3 COMMUNITY SPEEDWATCH**

Two NAG members, Howard Dawson and Gio Pedalino, have taken on the task of managing the CSW sessions. They had been taking part in CSW and came forward with the offer to take it on which seemed sensible. They are waiting for TVP CSW officer Lee Turnham to agree a meeting to run through the latest round of bureaucracy now that CSW is a national organisation. We do hope that CSW will be up and running very soon

**Tony Shinner, as Chairman of NAG. 30.06.2022**

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## APPENDIX 4

### Buckinghamshire Councillors Report June 2022

#### News

##### Waste Collection

The leader of Bucks Council, Cllr Martin Tett, apologised in a letter to residents on the 24<sup>th</sup> June in the south of the county for the poor performance in bin collection. He listed the steps which were being taken to improve the situation. A FAQ section on the council website has been set up at: [Missed bin FAQ's | Buckinghamshire Council](#)

##### Update on helping Ukrainians in Bucks

There are two schemes: the Family Visa Scheme and the Homes for Ukraine Scheme.

The family scheme is a private arrangement – three year visa to join close or extended family members in the UK.

The Homes for Ukraine Scheme is the one Bucks Council volunteers and secondees are supporting. Sponsors offer a place in their homes. Guests are Ukrainians. Sponsor Liaison Officers are Bucks council volunteers. Sponsors receive £350/month; Guests £200 upon arrival plus full access to public benefits and services; and Bucks council receives £10,500/person for checks, assistance, English language lessons etc.

As of 22<sup>nd</sup> June there were 594 sponsors, 1543 guests and 728 arrivals.

##### Simply Walk

Bucks council's Simply Walk scheme is celebrating 20 years of walking and wellbeing in July. Started by GP, Richard Bird, the scheme invites walkers of any age and ability to join one of the many walk across the county. Simply Walk currently runs 72 walks/week with just over 2,000 people taking part. More information: [www.buckinghamshire.gov.uk/simply-walk](http://www.buckinghamshire.gov.uk/simply-walk)

##### Free Summer Holiday Clubs

Bucks council has teamed up with local organisations, schools and charities to provide thousands of places for eligible children and young people to enjoy a variety of interesting and fun activities for free. These are available for children and young people who receive benefits-related free school meals. More information: [familyinfo.buckinghamshire.gov.uk](http://familyinfo.buckinghamshire.gov.uk)

##### Community Board

Our local Community Board took a stall at Saturday's Feast Day. The stall was manned by the board manager, Marco Dias, and an assistant with part-time attendance by its chairman, Cllr Chokkar, and vice-chairman, Cllr Rush. There was a steady trickle of interest from passers-by.

A meeting of the Community Safety and Highways Action group was held on 15<sup>th</sup> June. The disappointing news was received that the outstanding, submitted projects would not proceed until the appointment of the new contractor to replace TFB.

##### Public Consultations

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## Public Space Protection Orders

As a council, we are undertaking a review of existing Public Space Protection Orders (PSPO) which have expiry dates in 2022. This review will include a formal public consultation starting in June 2022. A PSPO enables us to introduce reasonable prohibitions/requirements in specified areas in order to prevent or reduce anti-social behaviour.

Further information on the review and the PSPO that will expire in 2022 can be found in this [official notification letter](#).

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

### 1. Pharmaceutical Needs Assessment (PNA) for Buckinghamshire.

All Health and Wellbeing Boards (HWPB) have a responsibility to publish a Pharmaceutical Needs Assessment (PNA).

The purpose of the PNA is to:

- Support local commissioners in decisions about services delivered by community pharmacies
- Support NHS England in their decision-making process. This is related to applications for new pharmacies or changes at existing pharmacies

Closes 24<sup>th</sup> July.

### 2. Buckinghamshire Accessibility Strategy - the key priorities for 2022 to 2025.

We have a duty to prepare and publish an Accessibility Strategy outlining the responsibilities for enabling all students to access education.

The accessibility strategy supports the Buckinghamshire Children and Young People's Partnership vision "To build a better future for all children and young people in Buckinghamshire so that they realise their potential, whatever their starting point is".

Closes 18<sup>th</sup> July

### 3. Extending an existing Public Spaces Protection Order in the Chiltern area of Buckinghamshire.

We have a key role to play in helping make local places safe to live, visit and work in. Tackling anti-social behaviour continues to be a high priority for us and our partners. Public Spaces Protection Orders are aimed at ensuring public spaces can be enjoyed free from anti-social behaviour. They provide us with legal powers to deal with a particular nuisance or problem in a defined area.

### 4. Autism Strategy

We are working with Talkback UK to seek feedback on how our services are working for autistic residents. This will help guide Buckinghamshire's new All-Age Autism Strategy. Following Covid and the launch of the [new national autism strategy](#) last year, we are creating a new autism strategy for Buckinghamshire. This will be an all-age strategy. Our All-Age Autism Strategy will outline what we need to do to ensure Buckinghamshire is inclusive of all autistic children, young people, and adults.

Closes 7<sup>th</sup> July

## APPENDIX 5

### REPORT FOR PARISH COUNCIL MEETING 30<sup>TH</sup> JUNE 2022 – MEMORIAL GARDEN UPDATE

The garden working party met on site to look at phase 2- the upper garden – to discuss possible plans for upgrading.

It was decided that in view of the difficulty we had with fundraising for phase one, we should look at a simpler scheme at the present time.

Conclusions made:

Upgrading path between the lower and upper gardens.

Removing the fencing between the two.

To get an expert to look at the yew trees to ascertain what work should be done on them. Agreed that we do not want to remove them.

A path to be created around the perimeter of this upper garden to cross in front of the War Graves.

Clearing of areas around graves.

General tidying up and possible planting particularly at top adjacent to Baptist area.

Agreed to leave rest in natural state – grass and trees.

Bob will look at costings and Sandy will then look into fundraising with particular emphasis on the paths which were agreed as essential.

Whilst on site it was noted that we have problems with birds messing on the benches.

John suggested putting plastic spikes in the trees above which was agreed.

A litter bin needs to be placed in the garden.

The wild flower areas which had been planted back in January have not materialised.

Mike has seeds which he has offered to plant at the right time but there is nothing we can do unfortunately at the present time.

We discussed the lyche gate. The quote which Bob has received for the brickwork will take this part of the project beyond the agreed budgeted price.

Linda

29<sup>th</sup> June 2022

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Signed