

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 24th November 2022.

MINUTES

In attendance: Cllr Shinner (Chairman), Cllr Dickson, Cllr Longshaw, Cllr Hatton, Cllr Rush (part), Cllr Smith and Cllr Southworth.

Also Present: Debbie Evans (Clerk)

91 No public present.

92 Apologies received from Cllr Darby, Cllr Harrold, Cllr Dale, Cllr North, Cllr Jha, Cllr Vladar and Cllr Ryan.

93 The following personal or disclosable pecuniary interests were declared –

SENSE	Cllr Hatton
CAPP	Cllr Hatton and Cllr Dickson.
Bucks Council	Cllr Smith

94 The minutes of the meetings held on Thursday 29th September 2022 and 18th October 2022 were proposed Cllr Hatton, seconded Cllr Shinner, agreed.

Cllr Dickson asked for clarity on the paragraph “a motion was proposed.....delegate non-financial and minor decisions so Council could be agile in day to day decisions” Can I please have clarity on what agile refers to ? Cllr Hatton gave an example of the presentation content for the public meeting, those individuals listed have the authority to change the content or creating a banner etc. Cllr Dickson sought to clarify the use of our logo also, yes this authority would include the use of this stated Cllr Smith.

95 To discuss the actions from Previous Meetings –

59 St Peter Memorial Garden – Cllr Smith requested a rubbish bin be placed along the path. ACTION – Cllr Smith has confirmed they would like the bin away from the seats on the path. **COMPLETED** – Bin has been ordered and will be placed once it arrives.

80a Management of weeds within the St Peters Memorial Garden to be passed to the OS Environmental working group for consideration as a small project. **ACTION – Clerk. C’fwd**

80b Audley Homes have offered to pay for a bench within St Peters Garden, they would like it to be known as a “chatty bench” **ACTION – Cllr Smith** to find out costs and let Audley know and confirm with them the details c’fwd.

80c CCTV – The Councillors highlighted that there is only one sign which isn’t very visible. ACTION Clerk to check location and wording on the signs and organise for more to be installed. **COMPLETED** 6 new signs have been installed at the exit and entrance to the garden.

96 The update from the Chairman was noted. *Appendix 1.*

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

- A&P EOM – 6th October. Proposed Cllr Smith, seconded Cllr Shinner, agreed.
- A&P – 10th October. Proposed Cllr Smith, seconded Cllr Hatton, agreed.

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- F&GP – 12th October. Proposed Cllr Hatton ,seconded Cllr Smith, agreed.

- 47 Recommend to Main Council: The Terms of Reference for the Finance and General Purpose Committee and to insert the above wording into the Communication Strategy.
- 48 Recommend to Main Council: The External Audit 2022-23 be noted
- 50 Recommend to Main Council: Creation of a project list suitable for payment using CIL monies.
- 52 Recommend to Main Council: Renew annual subscription for Parish On-Line up to cost of £250.
- 53 Recommend to Main Council: To provide a Christmas Tree for Gold Hill Common up to a cost of £400

All recommendations were proposed by Cllr Smith, seconded Cllr Shinner agreed.

- Open Spaces EOM – 18th October. Proposed Cllr Hatton, seconded Cllr Southworth, agreed.

Cllr Rush arrived.

98 Cllr Shinner proposed the cheques for October, seconded Cllr Smith, agreed. Cllr Dickson and Cllr Shinner volunteered to sign the cheques in November.

99 Cllr Dickson gave the Council an update on progress. The CAP group have a preferred contractor and a design and now need to undertake the necessary ground works and planning to ensure the site is viable. A requirement of the planning process for applications on a flood plain is to undertake a Flood risks assessment at the approx. cost of £2,550. The CAP group have provided a quote for this report. The Council discussed in depth the need for such a report and the proposal for funds to come out of the parish council's share of CIL monies received by Bucks. It was agreed that the CAP group will provide 3 quotes (as per our financial regulations) the Council agreed to fund up to a max of £2,550 for this report. Proposed Cllr Dickson, seconded Cllr Rush, agreed.

The request for funds from the CIL list will be added to the list to be produced for possible projects and discussed at a later date.

100 No update received this month on the Local Plan and Neighbourhood Plan.

Cllr Smith highlighted that we have three big projects next year, Local Plan, Neighbourhood Plan and the Epilepsy Society and appropriate funding will need to be put aside.

101 The Council received an update on the Epilepsy Society (PL/22/2898/OA) planning application.

The draft response from TROY has been sent around to all Cllrs, any comments should be directed to Cllr North with a final version due to come out for agreement at the EOM on the 3rd November. Cllr Hatton is assisting with the landscape section of the report.

102 The working party of the St Peters Memorial Garden project are due to meet in November, an update will be given at the end of month.

Unfortunately, the fallen soldier statue was vandalised. It is repairable and Cllr Hatton will undertake the necessary work and in future it will be used for inside exhibition only.

103 The Buckinghamshire Council Community Board for our area now has a new co-Ordinator, Liz Charter who is working with each of the communities and Parish/Town councils to understand how best to improve the overall performance of the Community Board.

104 The monthly Buckinghamshire Council update was noted. *Appendix 2*

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- 105 Cllr Smith provided comments on the background of the Boundary Commission's consultation proposals for Chalfont St Peter.
- This consultation is to define the Buckinghamshire Council ward boundaries, it does not affect the Parish Council boundaries. Buckinghamshire Council currently have 147 Councillors and want 98. The proposed changes partly accommodate this.
- The Parish Council are happy with the changes suggested by the consultation. Cllr Smith to work with the Clerk to provide a response by the 6th December 2022. Proposed Cllr Rush, seconded Cllr Longshaw, agreed.
- 106 The Clerk updated the Council on the reasoning for the additional funding of £1,160 for this years tree plant. This is mainly due to a change to our original specification of adding 1m circles around each tree base, putting down matting and bark, increased contractor costs and adding a couple of extra trees. Proposed Cllr Hatton, seconded Cllr Southworth, agreed.
- 107 The Council had applied for Community Board funding to replace dangerous fencing along the River Misbourne. Due to a delay at the CB the quote for this work is now 6 months old and the costs have gone up slightly. Therefore, the additional funds need to be approved. Cllr Hatton proposed the full cost of £8,349 with the CB contributing £4k to the cost. Seconded Cllr Southworth, agreed.
- 108 The Council reviewed the priority list and added some additional tasks.
- Epilepsy Society Planning application
Heritage Plaques
Change the priority of the Electric charging points from a 3 to a 5.
- 109 The Council discussed the request from F&GP to create a list of potential projects for CIL monies to be spent on in the future, depending on amount of CIL monies received. The Council will review and priorities the proposed requests. **ACTION – All Cllrs** to send the Clerk idea of projects which could go onto the list for future discussions. Add to agenda in November to discuss and prioritise.
- 110 The council discussed the possible arrangements for the celebration for the Coronation of King Charles III in May 2023. The Council agreed for a working party to be created made up of those Cllrs who were involved with the successful Queens Jubilee celebrations in 2022.
- Working Party members – Cllr Dale, Cllr Darby, Cllr Ryan, Cllr Shinner and Cllr Vladar.
- The Council also agreed a budget up to £2k towards the event. Proposed Cllr Shinner, seconded Cllr Hatton, agreed.
- 111 The Clerk explained that the Council had been using zoom technology during COVID. The Council discussed the use and agreed to continue to subscribe to use the technology going forward, especially over the winter months in case there is another scare with variants of COVID. Proposed Cllr Dickson, seconded Cllr Longshaw, agreed.
- 112 To receive information items.
- NAG report. *Appendix 3*
 - Fallen Soldier – vandalised. TVP are aware and investigations are taking place. The Parish Council will prosecute those involved if they can be identified.
 - Local magazine – Thanks to Cllr Rush and Cllr Southworth for their articles in these publications.
- 113 To resolve that in view of the confidential nature of the business to be transacted it is advisable in the public interest, that the press and public be temporarily excluded, and they are instructed to withdraw (Public Bodies (Admissions to Meetings) Act 1960 s1). DONE
- 114 Update given to the Council on an agreed course of action with regards the Holy Cross case. It was agreed a working party be established again made up of Cllr Shinner, Cllr Hatton and Cllr Smith. These Cllrs will

review documentation and report back to Council for any decisions to be made. Proposed Cllr Hatton, seconded Cllr Longshaw, agreed.

All Cllrs are to review the email which will be coming out soon and respond to Cllr Shinner.

115 Date of next meeting – **Thursday 24th November 2022 at 7pm**

Meeting finished at 9.30pm

APPENDIX 1

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In accordance with the Openness of Local Government Bodies Regulations Act 2014, all non-confidential supporting documentation is available to view from the Parish Council Offices

**ITEM 96 CHALFONT ST PETER PARISH COUNCIL
MEETING 27.10.2022 CHAIRMAN'S REPORT**

- 1 On the 6th October, with several of our parish Cllrs, I attended. the official opening of the Newland Park development by Comer Homes. We did not get to see the apartments which would be on show the following day to prospective buyers, but we did get some insight into the world of specialised development of historic houses

A dispute between neighbours Chiltern Open Air Museum and Comer Homes became public at about the same time. Buckinghamshire Cllrs, Linda Smith, Isobel Darby and Simon Rouse offered to facilitate a meeting of representatives of the two sides, with the parish council providing the venue as neutral territory which I was happy to agree to.

An earlier agreed statement that a meeting was to take place, expressly asking social media users to back off, was sadly ignored, and a further joint statement following the actual meeting has also been ignored

The meeting was on Friday last 21st October and that statement reads:

We have today held constructive discussions, facilitated by local councillors, to resolve the issues related to the Chiltern Open Air Museum and its freehold. These discussions have led to an agreed way forward. Both parties would now ask that they are left to conclude these matters successfully in private

I would like to think that our councillors, as responsible members of the community, respect the wishes of both COAM and COMER HOMES

- 2 I sat in on a Community Board Funding meeting (see separate report) on the 13th October
- 3 I am also taking part with others in the joint meetings with SENSE concerning the application for outline planning permission by Epilepsy Society.. I refer colleagues to the minute of the Finance/General Purposes committee on the 12th October when the proposed shared meeting on the 9th November at The Hub, was approved, as was use of the council's logo on a flyer
- 4 Sadly the WWI soldier installed in the Memorial Garden has been vandalised. The police have been asked to view CCTV footage but the Memorial Garden working party need to discuss what lessons can be learned

Tony Shinner, Chairman Parish Council, 27.10.2022

APPENDIX 2

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Buckinghamshire Councillors Report October 2022

News

Atkins to provide services for the county's highways.

Buckinghamshire Council has awarded a contract to Atkins – a member of the SNC-Lavalin Group – to provide design and professional services for the county's highways from 1 April 2023, when the current Transport for Buckinghamshire arrangements come to an end.

DGXC Community Board

Liz Charter took up her post as the new Community Board manager in September.

A grant of £1,000 has been awarded to the CSP Community Centre for wired safety roof windows.

A grant of £ 7,635 has been awarded for the Roughwood Lane transport feasibility study, together with the Amersham Community Board.

An email clarifying funding of highways projects during the transition to the new highways contractor in April 2023 was issued by the Bucks cabinet member, Steve Bowles. This was circulated by the parish clerk to parish councillors.

Become a Food Champion and help your local community

Buckinghamshire Council is reaching out to residents to offer a Helping Hand to support those struggling the most with the cost of living crisis.

The council is relaunching their Food Champion scheme in partnership with Street Associations and local foodbanks, where residents are invited to set up a food collection service for tinned and dry food in their own road or street.

To find out more or to set up a scheme in your street please visit our [Food Champions](#) page.

Residents struggling to afford food can locate and contact their local foodbank - see [Help with food](#).

Buckinghamshire Council extends e-scooter trial until May 2024

Buckinghamshire Council has extended its e-scooter trial in Aylesbury, High Wycombe and Princes Risborough until May 2024. This follows the Department for Transport (DfT) extending the national e-scooter trial to continue their assessment of impacts and allow legislation to be put in place to legalise e-scooters.

The continuation of the e-scooter trial supports the council's ambitions to be a 'living lab' for innovation. The scheme also supports the council's Climate Change and Air Quality Strategy by promoting sustainable low-carbon transport alternatives for shorter trips.

Berryfields to Buckingham Park Greenway opens

The Berryfields to Buckingham Park Greenway has opened to the public

The new 1.7km shared use path for walking, cycling and wheeling is part of the [Aylesbury Gardenway](#) project.

Final minor works, including planting of hedges and trees, signing, and installation of seats will be completed over the next few months.

The Gardenway project aims to provide walking and cycling routes through landscaped corridors and parks, all to a standard that will make it a pleasure to walk, cycle or wheel around Aylesbury.

70 per cent reduction in the council's greenhouse gas emissions compared to 1990

Buckinghamshire Council has released its first Climate Change & Air Quality Strategy 2021 to 2022 Progress Report, which reveals a 70% reduction in the council's greenhouse gas emissions compared to the year 1990.

This puts the council well on track to achieve its target of net zero carbon emissions by 2050.

These positive reductions have come on the back of sustainable travel measures such as:

- new e-bike and e-scooter rental initiatives
- more EV charging point installations and electric vehicles in the council's fleet
- encouraging the use of low and ultra-low emission taxis and private hire vehicles via a new licensing policy
- a new 'on demand' bus service in High Wycombe and coming soon in Aylesbury Vale; improving public transport options for local people
- extensions and improvements to active travel routes in Aylesbury, Wendover and Marlow
- an extensive tree-planting programme – the Bucks Tree Mission, including a commitment to plant half a million new trees on council land, one for every resident

In addition to the above, business and domestic energy consumption reduction has been encouraged through schemes such as the Low Carbon Workspaces, Green Homes Grant Local Authority Delivery and Buckinghamshire Solar Together schemes.

Public Consultations

Have your say on the Home to School Transport Consultation

Buckinghamshire Council has launched its Home to School Transport Consultation inviting residents to share their views on proposed changes to council-run school bus charges (Spare Seats Scheme), the Home to School Transport Policy (0- to 25-Year-Olds) and the Post-16 Transport Policy Statement for 2023 to 2024.

Between Wednesday 19 October and midnight on Sunday 4 December, people in Buckinghamshire will be able to provide their views on proposals for:

- Spare Seats Scheme charging options
- updates to our home to school transport policies

Any changes will apply for the 2023 to 2024 academic year onwards and will apply to both new and existing customers.

[Complete the online survey.](#)

Money Matters – have your say on Buckinghamshire Council's spending priorities for 2023/24

Like other councils across the UK, Buckinghamshire is in the process of setting its budget for 2023/24. 82 per cent of the cost of providing all Buckinghamshire Council's services comes from Council Tax. So, we're launching "Money Matters" – the way for residents to tell us what matters most to them when we come to divvy up the available funds during next year. The budget will pay for services such as:

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- pothole repairs, road maintenance and improvement
- the Council's energy costs - from street lighting and operating machinery at household waste depots
- care for vulnerable children, for example, those who've had to come into our care for their own safety and well-being
- care for adults who need extra help and support
- running libraries and leisure centres
- support for residents facing hardship

We want you to tell us which services you think we should be prioritising in our budget for next year, and what you think about our outline plans for how we're suggesting next year's budget should be spent.

Our "Money Matters" consultation sets out what proportion of the council's budget is currently spent on which services and invites you to tell us which services you would prioritise in a short survey, which takes less than ten minutes to complete.

To give us your views on how next year's Buckinghamshire Council budget should be spent, to go www.buckinghamshire.gov.uk/money-matters-consultation

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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 27.10.2022) - Last met: 17th August 2022, **NEXT MEETING: WED 2nd November 6PM**

1 COMMUNITY SPEEDWATCH

I am waiting to hear from NAG members, [REDACTED], what progress they have made with TVP. Sadly bureaucracy continues to delay the reinstatement of CSW. Perhaps I will have more to report at our meeting!!

2 PARKING (generic)

Parking throughout the village is now the issue most demanding of attention. NAG have emailed the new PCSP (Lotte Stephens) who will be attending the NAG meeting on 2nd November, with a summary of the issues as follows. Those interested will find the following emails enlightening

From: tony shinner <[REDACTED]>

Sent: 26 September 2022 14:26

To: Debbie Evans - [REDACTED] Marsh, Charlotte (C9601)

Cc: Mark Davis [REDACTED] - **Subject:** Re: Parking issues

Charlotte - Debbie has copied me in to your email.....Parking faces more serious issues now than I can recall, so I am glad of an opportunity to meet with you and discuss. I dare say Jen filled you in on some of the issues and the way in which the parish council works with NAG to address these issues

Residents [REDACTED] **Eleanor Rd** have complained to me within the last 48 hours about visitors parking their cars on the pavement so close to the boundary wall that a person could not get through, let alone a 'double Buggy'. I am told the problem is exacerbated by the provision of boarding or overnight accom. for guests, but to be frank without knocking on doors we cannot be certain that is the sole or even main cause and that is anecdotal

Pavement parking is essential in some streets like Orchard Grove, Lansdown Rd. The 'double buggy' 'rule' is flouted throughout the village. parking enforcement need to be proactive

Another hotspot is the corner opposite the main entrance to the **Community College** in Narcot Lane. Two or three years ago we called for and got bollards to protect the grass area on this wide bend. I noticed last week that the school collection car drivers etc are now reversing between the bollards facing the road

Once again the grass is under threat, but much more seriously every time a vehicle, particularly 4x4's with wide tyres, pulls onto the road they risk leaving mud there. It is a safety hazard. It's a

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fast bend even in a 30mph zone. 7 or 8 school buses park there for much of the day for the homeward run. They will be in direct line of any accidents which result from this practice...I will push for the bollards to be linked by chains to stop this but really it is the job of traffic enforcement officers to do something about it. The worst time is 2.45-3.30pm on a school day and two weeks ago I counted 18 vehicles there

The other problem concerns **Market Place** where certain businesses abuse the free one hour facility, and largely get away with it because of the lack of enforcement. The chamber of commerce tell me many of the Market Place businesses are now asking for ticketed parking, which seems a shame as the whole purpose of the free one hour is to encourage the quick park and shop event eg a newspaper, bread and milk, even time to look in a charity shop or have a quick coffee

I hope to meet with retailers who are members of the chamber, shortly, to have a final go at persuading them ticketed parking and quicker enforcement is likely to be the outcome of this constant abuse by the few, to the detriment of the many ... Tony Shinner

Hi Lotte.....

.....I also invited you to the parish council main meeting which is generally a short one and is on Thursday 15th December starting at 7pm, when the councillors would like to welcome you to your appointment to the village

I will shortly send out a 'brief for meeting' in advance of 2nd November. Mark Davis at Bucks Council has still not sent me the enforcement data he promised, and complaints about parking are at their most serious level that I can remember

If you are in Market Place perhaps you would call on [REDACTED] who runs 'Fired Works' (decorative glass) and is ex president of the chamber of commerce (top of \Market Place near Rogers estate agents). She has strong views on the selfishness of her colleagues with a few of the businesses down Market Place who park all day and are having an impact on visitors/customers. (I know this aspect of parking is not your remit)

Regards, Tony Shinner, Chairman, NAG

Mark Davis <[REDACTED]>

Sent: 26 September 2022 15:31

To: Tony Shinner - [REDACTED]>

Cc: Julie Rushton <[REDACTED]>

Subject: RE: [EXTERNAL] Re: Parking issues

Sorry Tony, just to add the pavement parking issue can only be dealt with by us if restrictions are in place which there are none in Eleanor Rd. without restrictions it would be an obstruction and be for TVP to enforce.

Mark Davis MBPA Parking Operations Manager

Tony Shinner, for NAG