

# 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 29<sup>th</sup> September 2022.

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## MINUTES

In attendance: Cllr Shinner (Chairman), Cllr Darby, Cllr Dickson (part), Cllr Harrold (part), Cllr North, Cllr Ryan, Cllr Smith and Cllr Southworth.

Also Present: Debbie Evans (Clerk)

70 No public present.

71 Apologies received from Cllr Dale, Cllr Hatton, Cllr Jha, Cllr Longshaw, Cllr Rush and Cllr Vlado.

72 The following personal or disclosable pecuniary interests were declared.

Bucks Council – Cllr Darby and Cllr Smith.

73 The minutes of the meeting held on Thursday 28<sup>th</sup> July 2022 were proposed by Cllr Smith, seconded Cllr Darby, agreed.

74 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.

65a Cllr Shinner asked our Bucks Cllrs to provide data on parking offences, enforcement and details of times of parking patrols within the village. **ACTION – Cllr Darby, Cllr Rush and Cllr Smith. COMPLETED**

65b Best Kept Village Winners – the ceremony will take place on the 24<sup>th</sup> September, Clerk to invite the contractor who provided the management of the planters within the village. **ACTION – Clerk COMPLETED**

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

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

- A&P – 8<sup>th</sup> August. Minutes were proposed by Cllr Smith, seconded by Cllr Shinner, agreed.
- Open Spaces – 9<sup>th</sup> August. Minutes were proposed by Cllr Southworth, seconded by Cllr Ryan, agreed.

151. The Committee agreed to spend £1.5k with Chiltern Rangers to undertake the work required to dig 1m squares and bark an additional 24 trees.

Proposed Cllr Shinner, seconded by Cllr Southworth, agreed.

152. The following locations and cost of £1.2k was agreed for the 2022 tree plant –  
Leachcroft x 2  
Greyhound Roundabout x 2

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Chalfont Common x 3  
Deancroft Road/Rickmansworth Lane x 2  
Fernleigh Close/Rickmansworth Lane x 2

Proposed Cllr Southworth, seconded Cllr Ryan, agreed.

Cllr Darby requested clarity on the issue highlighted in the minutes re more trees planted from our project on the Chalfont Common side of the village. Cllr Southworth clarified that they had struggled to recruit tree guardians to water on the Gold hill side of the village and that there were more verges on the other side of the village.

153. RECOMMEND TO MAIN COUNCIL to spend up to £2k on a Queens Platinum Jubilee tree (incl delivery) to be placed in the Gold Hill Common tree line gap. Proposed Cllr Smith, seconded Cllr Darby, agreed.
156. RECOMMEND TO MAIN COUNCIL – Several heritage plaques have been stolen or damaged, purchase of 6 new Heritage signs at a cost of £300. Proposed Cllr Smith, seconded Cllr Darby, agreed.
168. The committee discussed the playground repair costs received by Wicksteeds and other contractors. The Committee agreed the replacement and repair of all but the rotten timbers by the rotator swing. Total cost of remaining parts - £4,000 Proposed Cllr Smith, seconded by Cllr Shinner, agreed.
172. Cllr Hatton proposed the council purchase 5 of the closed top bins at a cost of £2.5k. Seconded Cllr Vadar, agreed. Proposed Cllr Southworth, seconded Cllr Ryan, agreed.

Cllr Harrold arrived.

- A&P – 30<sup>th</sup> August. Minutes were proposed by Cllr Shinner, seconded by Cllr Ryan, agreed.
  - Open Spaces – 26<sup>th</sup> September. Minutes were proposed by Cllr Ryan, seconded by Cllr Southworth, agreed.
185. The committee reviewed the current 2013 volunteer policy and recommended a number of changes. Once changes updated Clerk is to send around to the OS committee to confirm they are happy. This is then to be recommended to Main Council. Proposed Cllr Ryan, seconded Cllr Smith, agreed.
187. The Head Haywarden priced up the cost to put up fencing around the unsightly work materials at the garden of rest. The approx. costing for materials is £2,200. Proposed Cllr Shinner, seconded Cllr Ryan, agreed.
188. The committee agreed the following, due to excessive demand and a large waiting list any full allotment plot which becomes vacant from 1st October 2022 will be split to make two smaller plots to benefit a greater number of residents. Proposed Cllr Shinner, seconded by Cllr Ryan, agreed.
- A&P – 27<sup>th</sup> September. Minutes proposed by Cllr Smith, seconded Cllr North, agreed
- 154 Recommend to Main Council: that the quote from the planning consultant to assist with our response to the PL/22/2898/OA Land at the National Society for Epilepsy from Epilepsy Society be agreed. Proposed Cllr Smith, seconded Cllr North, agreed.

77 The cheques signed in August were proposed by Cllr Darby, seconded by Cllr Smith, agreed. The cheques signed in September were proposed by Cllr Shinner, seconded by Cllr Smith, agreed. Cllr North and Cllr Dale are to sign cheques for October, Cllr Smith will be in reserve in the event either Cllr is unable to attend

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78 No Cllrs on the CAPP working group were present, no update provided.

79 Cllr North gave the Council the following update –

Heritage Asset List – A lot of progress has been achieved on this, Cllr North now needs to restructure it accordingly. Further clarity needs to be sought on the COAM and whether we include each building separately or group them together.

Design Code – Currently in draft form, more budget will be required at a future time to contribute towards the completion of this. Bucks will have the final say on what is acceptable and not on this.

Cllr Dickson arrived.

80 Cllr Smith updated the Council that the working party have received a ballpark quote to enable them to start fund raising for phase two of the project. The official tender process has not started yet.

There are weeds appearing within the garden, is this something the OS Environmental working group would be interested in assisting with ? **ACTION – Clerk** to forward to the OS Committee for consideration.

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.

No update on the lych gate.

Trees – Cllr Shinner highlighted that the trees on the right hand side of the entrance aren't looking as good as those on the left hand side. The clerk highlighted that these trees maybe in more sun due to the ones on the left being shaded by The Hub building or that due to the drought over the summer they didn't receive enough water. The clerk will ask the HH to take a look.

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.

81 Cllr Shinner updated the Council on the latest involvement with the Bucks Community Board in his chairman's report. **Appendix 1**. The Clerk highlighted we currently have two outstanding bids both of which were agreed by the CB, bollards which we are allowed to start in April 2023 and fencing which we are awaiting confirmation of funding for.

82 No formal report from the Buckinghamshire Councillors was received this month. Cllr Darby updated the infrastructure select committee are due to meet at 10am (via a webcast) on the 6th October to receive an update on the Bucks Local Plan and Design code.

83 Cllr Southworth updated the committee that a small number of residents met with the OS Cllrs at the Garden of Rest and are in the process of getting support to undertake some voluntary work at the GOR

84 Information items.

- The A&P meeting specifically to discuss the 975 home planning application at the Epilepsy Society will take place on the 6<sup>th</sup> October 2022, this needs to be on the website and put out on social media.
- NAG report – **Appendix 2**
- The Clerk reminded all those Cllrs who had not yet responded to sign up to the online information share so that the Clerk can test the site before it goes live to our residents.
- The Council have received complaints about parking outside the home opposite Flames and near Mr Crusty's, a possible solution is bollards. NAG to take forward to look at this area of concern.
- Cllr Dickson apologised for being late
- Can the Haywarden team please weed around the planters

- Can the Haywarden team please look at the tree at the top of Chalfont Common and clear back so it doesn't impede the seat or vision splays.
- The very successful Ukrainian relief collection down at the blue container at the Community Centre will stop on the 10<sup>th</sup> October 2022.
- Age concern are having an afternoon tea party on 3<sup>rd</sup> October, the Council representative will be present.

85 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

86 Cllr Shinner went through the history of the Holy Cross case and the proposed next steps. Cllr Shinner will run past the latest correspondence with the Clerk before sending. **ACTION – Cllr Shinner.**

87 Date of next meeting – **Thursday 27<sup>th</sup> October 2022**

Meeting finished at 8.30pm

## **APPENDIX 1**

### **ITEM 75 CHALFONT ST PETER PARISH COUNCIL**

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## MEETING 29.09.2022 CHAIRMAN'S REPORT

- 1 Following the death of Queen Elizabeth on 8<sup>th</sup> September many meetings (mostly external) have been rescheduled. The village pulled together on this sad occasion which was marked with a very swift and overnight dismantling of our village centre flags, and the reading on Sunday afternoon 11<sup>th</sup> September of the Proclamation of the succession of King Charles III; which many councillors attended. This took place, significantly, at the foot of the Coronation Clock on Gold Hill

On Saturday 17<sup>th</sup> September I attended a formal Memorial service at St Mary's church, Aylesbury organised by Buckinghamshire Council. The Countess Howe (as Lord Lieutenant of the County) gave a remarkable address. The service will be recalled by many for its solemnity and perfect delivery. Our three Buckinghamshire Cllrs. were present

On the 18<sup>th</sup> September several councillors joined a community service of thanksgiving for the life of the sovereign at The Hub, organised by the Gold Hill Baptist Church. This too was an occasion to remember. I was asked, as Parish Council chairman, to lead the period of silence

- 2 That week the community library which was in the process of renovation, donated banks of moveable shelves which were otherwise destined for the skip, for use by the heritage group Celfunde, possibly archive shelving for the parish council as well – my thanks to Mike and Russell for collecting these and they are currently in the 'spare room'
- 3 On 23<sup>rd</sup> September our Chief Clerk Debbie and I joined a meeting of our Buckinghamshire Cllrs. with the incoming new co-ordinator of the Denham GX & Chalfonts Community Board, Liz Charter. This was a wide ranging review of all aspects of the board. We did not disguise our concerns at the operation of the board so far. I hope our contributions will support whatever improvements Liz hopes to make to the better operation of the Board
- 4 On 27<sup>th</sup> September I attended a Buckinghamshire Council on line training session. A number of useful points came out of this; for example I was unaware that in contrast to planning, parish council may notify residents of a pending licensing application but may not solicit support or opposition! I learned in response to a complaint about charity collection forms that they are overhauling the entire system to unify the work of the former district councils, all of which seem to have operated in different ways, and that this is partially now complete, which may explain why in planning we now receive notice of applications whereas we did not in the past
- 5 Tomorrow 30<sup>th</sup> September, with others, I will attend an on-line Planning Review (Bucks) and following the A&P meeting on Tuesday it is clear several of us have questions to ask
- 6 On Saturday Cllr. Linda Smith and I are attending a one day Bucks History conference at Aylesbury where the theme this year is cottage industries'
- 7 August is supposed to be a light month for parish council duties – well the last few weeks have certainly made up for that. As reported previously, I had an informal meeting on 11<sup>th</sup> April with the CEO Epilepsy Society (ES) which was to be a 'touching base' exercise. They had, some years ago, indicated they had preliminary plans to develop part of their site for a modest build of residential units. The April meeting hinted that remained one of their options

A413 Traffic volume surveys this summer informed us something bigger was in the offing so it was no surprise when, without making a 'courtesy' presentation to us they launched an application for outline planning permission for 975 residential homes, a care home and other amenity buildings including a school

- 8 This application if granted would increase the size of the village (houses, and population) by about 20 per cent, ES claim in one document to have existed prior to Chalfont St Peter, and maintain the village grew up around them!! It is disappointing the parish council were kept in the dark. We agreed at Tuesday's A&P meeting to register strong objection to the application (which has been done) and a comprehensive response will follow
- 9 The additional planning meeting (A&P EOM) is limited to addressing the ES application for planning permission, and is next Tuesday 6th October at 7pm
- 10 That same day several of us will have attended the official opening of the Newland Park development

**Tony Shinner**  
**Chairman Parish Council**  
**29.09.2022**

## **APPENDIX 2**

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- 1 **A413 speed limits** *(again repeated from previous reports)* This has been costed by Ringway Jacobs the unitary council's highways contractors with a predicted figure of over £45-48,000. 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- no change from August
- 2 **Bull Lane** - We are waiting for Highways to comment on the location of an extra MVA in Bull Lane which will provide useful data about vehicle speeds and traffic levels. The school(s) have said in principle that they will fund it
- 3 **COMMUNITY SPEEDWATCH**

Following a useful meeting with TVP officer Lee Turnham who now supervises all Community Speedwatches throughout Thames Valley, it still remains for TVP to agree the locations, which they are now required to approve a second time (although most of these have been approved previously)

This is being pursued by the two CSW coordinators Howard Dawson and Gio Pedalino. It is unfortunate that additional officialdom stands in the way of re starting CSW – we have effectively lost an entire summer when this could have been up and going

We said a sad farewell to our local PCSO Jen Shraga at the NAG meeting on the 17<sup>th</sup> August, and presented her on behalf of NAG, and the council, with a framed print of Maureen Marsh's watercolour, illustrated map of the village, and some flowers. Jen has been the village PCSO for 12 years or so

We have been in touch with Jen's replacement PCSO Charlotte ('Lotte' to avoid confusion with another officer Charlotte!) and hope to meet with her within the next week

#### 4 **PARKING**

We have now had a response from the parking manager at Highways (Buckinghamshire Council), having asked both him and Charlotte Marsh to give urgent attention to the following issues:

- (i) Parking is once again damaging the wide grass verge opposite the main entrance in Narcot Lane. This time vehicles are reversed between the bollards which were installed to prevent this. It is an offence to park behind the double yellow lines there. It is also dangerous. Mud from vehicles returning onto the road, especially when it is raining, risk passing traffic to skidding, just where school students are waiting for collection and five or six coaches are queuing to collect them
- (ii) Pavement parking is rampant in both the side roads, and outside the sandwich shop Crusties and Flames opposite. In High St. on Tuesday two builders or garden service trucks were parked nose to tail almost completely on the pavement – pedestrians could not have passed, let alone exercised the double buggy test
- (iii) Market Place – Sadly many of the retailers now want ticketed parking. Mark Davis tells me parking enforcement has been weak recently due to staff shortages, although it has been observed that Gerrards Cross does not seem to have this problem. He promised to push the enforcement officers to devote more time to this village and has since agreed to send us enforcement activity data for the last two months

- (iv) We also raised the possibility of part funding an additional enforcement officer and he has passed that on to Julie Rushton who is 'service lead for parking enforcement at Buckinghamshire Council

**Tony Shinner, as Chairman of NAG. 28.07.2022**

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