

# 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 26<sup>th</sup> January 2023.



## MINUTES

In attendance: Cllr Shinner (Chairman), Cllr Dale (Vice Chairman), Cllr Darby (part), Cllr Dickson, Cllr Harrold (part), Cllr Hatton, Cllr Longshaw, Cllr North, Cllr Smith, Cllr Southworth and Cllr Vladar.

Also Present: Debbie Evans (Clerk) and 1 member of the public.

Cllr Smith said a few words in memory of the late Dr John Warder MBE, former Councillor and Chairman of the Parish Council and Chiltern District Councillor. The Parish Council observed a minute's silence.

167 No public discussions took place.

168 Apologies received from Cllr Darby (will be late), Cllr Harrold (will be late), Cllr Jha, Cllr Ryan and Cllr Rush.

169 The following disclosable personal or disclosable pecuniary interests were declared.

Feast of St Peter	Cllr Shinner	Personal Interest
AP 190 – CAPP/Community Centre	Cllr Dickson	Personal Interest
AP 190 - Community Centre	Cllr Smith	Personal Interest
AP 190 – CAPP	Cllr Hatton	Personal Interest
AP 190 – CAPP	Cllr Vladar	Personal Interest
AP 180 – PCSO	Cllr Valdar	Personal Interest

170 The minutes of the meetings held on Thursday 15<sup>th</sup> December 2022 were proposed Cllr Hatton, seconded Cllr Dale, agreed.

171 To discuss the actions from Previous Meetings –

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** has now ascertained the costs and will ask Audley if they are happy with the charges and organise purchase and installation. **COMPLETED.**

129 CIL list – Cllr Darby requested that bollards from Barclays to Co-op be put onto the CIL list. **ACTION – Clerk COMPLETED**

147 Minutes – Clerk to request a copy of best practice minutes from BMKALC. **COMPLETED** BMKALC have reviewed our minutes and have stated they follow NALC best practice minutes. They recommended two changes

- 1) Cllrs must clearly state if they have a personal or pecuniary interest and which agenda item, they are declaring the interest for rather than a blanket interest.
- 2) All content must be within the body of the minutes rather than on appendices. If additional documents quoted then these must be available in full as a separate file/attachment.

157a Bollards – Cllr Darby to provide the Clerk with the quote for the words. **ACTION – Cllr Darby, COMPLETED.**

157b Clerk to contact the Community Board co-ordinator to discuss applying for matched funding of £3k towards the cost of the bollards. **ACTION – Clerk COMPLETED** Awaiting response from Transport for Bucks on next steps.

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158 Parish Comms - Clerk to organise an update to highlight the SENSE group to send out to those already signed up to receive information from the PC. Action – Clerk **COMPLETED** Sent out on 09/01/23

172 The Chairmans report contained information on the Christmas hamper competition, Neighbourhood Plan workshop, SENSE4CSP meeting, King Charles III coronation, local event at the Milkshake shop, Comer Homes & COAM, VAG meeting, Community Board funding and Epilepsy Society planning application. The full report is provided on the website.

Cllr Darby & Cllr Harrold arrived in the Council Chamber – 7.30pm

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

- A&P – 9<sup>th</sup> January 2023. Proposed Cllr Smith, seconded Cllr North, agreed.
- F&GP – 12<sup>th</sup> January 2023. Proposed Cllr Darby, seconded Cllr North, agreed.
  - 87 Recommendation to Main Council to sponsor Feast Day 2023 for £1000 for the provision of the drinking water bowser. Proposed Cllr Darby, seconded Cllr Vldar.
- Open Spaces – 16<sup>th</sup> January 2023. Proposed Cllr Hatton, seconded Cllr Vldar, agreed.
  - 219. Recommendation to Main Council to contract Wicksteeds to undertake painting to play equipment in the Gold Hill Play area at the costs quoted. Proposed Cllr Hatton, seconded Cllr Vldar.

174 Cllr Darby proposed the cheques signed in January; seconded Cllr Shinner agreed. Cllr Dale and Cllr North volunteered to sign cheques in February.

175 Cllr Vldar updated the Council on the latest CAP group committee activities, recent AGM and continued investigations into planning application issues.

176 Cllr North gave the Council an update on the Local Plan and Neighbourhood Plan.

The Epilepsy Society have submitted 35 new documents to their planning application. Cllr North highlighted the need for professional assistance in responding to these documents. The Council agreed an additional £5,000 for this work. Proposed Cllr Darby, seconded Cllr Hatton, unanimously agreed.

Councillors are asked to let Cllr Hatton know if they have capacity to assist with the creation of data on the new character area – Eastern Green Belt, east of Denham Lane. **ACTION – All Councillors.**

177 Buckinghamshire Council Community Board met on the 27<sup>th</sup> January 2022 before the Main Council meeting. Only £30k of budget remaining with £42k worth of bids being discussed.

178 The Buckinghamshire monthly report contained information on Local Heritage list, Proud of Bucks Awards, gypsies cleared from greenbelt, fly tipping, severe weather emergency provision, active travel grant, community boards Internal audit, DGXC community board grant applications, Bucks lottery, Bucks, Bledlow household recycling centre reopens, new estates strategy and TTROs. The full report is provided on the website.

179 Cllr Darby gave an update to Councillors on the discussions with Buckinghamshire Council over future maintenance and adoption of the footpath on Gold Hill North. Buckinghamshire Council will as an act of good will carry out ad hoc inspections and undertake safe repairs where required and monitor going forward. If local Buckinghamshire Councillor members agree to adopt the pathway it will be included within the next four year programme. The Parish Council would like to thank Cllr Darby, Cllr Smith and Cllr Rush for chasing this on our behalf.

180 The Council discussed in detail the evidence provided by Cllr Vldar on the lack of support received by the local PCSO in Chalfont St Peter. Considering the evidence provided the Council have decided not to

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continue the contract for April 2023-24. Proposed Cllr Hatton, seconded Cllr Vladar, unanimously agreed.  
**ACTION – Clerk** to inform TVP we will not be renewing our contract in 2023-4.

- 181 The Council agreed to pay for the cost of the flooding and drainage survey for the CAPP group out of the current CIL pot. Proposed Cllr Vladar, seconded Cllr Hatton, agreed.
- 182 The Council agreed to devolve responsibility to the A&P committee to draft a response to the Buckinghamshire Settlement Review Survey which feeds into the Buckinghamshire Local Plan. Draft response to brought back to Main Council in February. Proposed Cllr Darby, seconded Cllr Hatton, agreed.
- 183 The Kings Coronation working party members recently met to discuss options and will update the Council at the next meeting in February. **ACTION – Clerk** to organise a meeting of the working party.
- 184 The Council discussed the pros and cons of using live streaming of Parish Council meetings and the alternative option of recording audio only. All attendees have the right to record proceedings. The Council agreed to purchase a dictaphone up to £100, to be used on a trial recording just the Main Council meetings for 6 months, with a retention period of 2 months of each recording post meeting. Proposed Cllr Hatton, seconded Cllr Vladar, majority agreed.
- 185 Cllr Hatton updated the Council on the Chalfont St Peter Nature Reserve. The project is in the early stages, currently awaiting licensees to vacate the land. In the meantime, a working party is being organised to start planning.
- 186 The closing date of the Gold Hill Councillor vacancy is Friday 27<sup>th</sup> January. If only one candidate is nominated that individual will be elected uncontested, if more than one an election will take place and poll cards will go out to all residents in the Gold Hill ward.
- 187 The Council discussed and agreed the quote to undertake remedial works to the war memorial in St Peters church yard at a cost of £1,990 plus VAT. Proposed Cllr Darby, seconded Cllr Smith, agreed.
- 188 The Thames Valley Police crime prevention fund is for community groups only; it also has condition of a 12 month break between applications. The NAG recently applied for CCTV funding and therefore cannot apply again at the moment.
- 189 The Council agreed to increase the cost of a 1800mm memorial bench by £55 pounds to £900 in line with supplier increases from 1<sup>st</sup> January. Proposed Cllr Hatton, seconded Cllr Longshaw, agreed.
- 190 The Council discussed the proposed request; whether the Council would consider applying for the planning applications for two community projects i.e., Community Centre and the CAP project. The Parish Council do have a donations policy which a community group could follow in the event they required financial assistance, as their maybe a conflict of interest to undertake a planning application on behalf of an external group. C’fwd discussions when more information is available.
- ACTION – Clerk** to check the discretionary powers of the Parish Council to ensure it would be within our remit to undertake such an activity.
- ACTION – Cllr Dickson** to find out more information from both community groups on exactly what they would require from the Parish Council in terms of action and costs.
- 191 Cllr Shinner requested an update on the correspondence sent to Natural England and Chiltern Conservation Board in early 2022 concerning extensions to the Chilterns AONB. No response has been provided by Natural England to our submission. Cllr Longshaw proposed, seconded by Cllr Darby moving this item for further action to the A&P committee as they have a policy/procedure in place to manage this request, agreed.
- 192 Cllr Shinner requested that the Council seek professional services to discuss what type of projector is needed to provide clear projections in the Council chamber. **ACTION – Cllr Dale** to speak to an expert and report back to the Council on his findings.
- 193 The Council agreed to participate in the Feast Day event on the 24th June 2023, the council would like sole use of the tent which has been discussed with the owners of the tent. **ACTION - Cllr Darby** is happy to organise the content of the tent and rota for the event. Proposed Cllr Hatton, seconded Cllr Dale, agreed.

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- 194 The following information items were raised –
- Buckinghamshire Council community engagement event on East West railway and HS2,
  - Update the meeting schedule times for Main Council meetings.
  - The next Community Board meeting again clashes with the Main Council meeting, therefore the start time for the February meeting is to be pushed back to 7.30pm.
  - Buckinghamshire Council have planted four new trees on the green area between Rickmansworth Road and Copthall Lane.
  - Chamber of Commerce assistance marshalling the recent event at Milkshake.
- 195 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
- 196 To discuss the actions from Previous Meetings –
- 141 Cllr Shinner updated the Council on recent activities with regards the Holy Cross case.
- ACTION –** Clerk to send necessary correspondence to Cllrs to review. **COMPLETED**
- ACTION –** Cllr Shinner to send all Cllrs correspondence for comment.
- 197 Cllr Shinner gave the Council an update on the Holy cross case.
- 198 Date of next meeting – **Thursday 23<sup>rd</sup> February 2022 at 7.30pm**

Meeting finished at 10pm