

CHALFONT ST PETER PARISH COUNCIL

Councillors are hereby summoned to attend a **MAIN COUNCIL MEETING** to be held on Thursday 25th May 2023 at **7pm**. This meeting will take place at the Chalfont St Peter Parish Council offices, Gravel Hill, CSP, SL9 9QX



Please **DO NOT** attend if you or anyone in your household has had COVID-19 or flu like symptoms in the last 5 days. Mask wearing is optional.

AGENDA

Cllr Shinner (Chairman), Cllr Dale (Vice Chairman), Cllr Darby, Cllr Dickson, Cllr Harrold, Cllr Hatton, Cllr Jha, Cllr Longshaw, Cllr North, Cllr Rush, Cllr Ryan, Cllr Sahota, Cllr Smith, Cllr Southworth and Cllr Vladar.

- 1 To elect the Chairman of the Parish Council. Once elected the Chairman will sign the Declaration of office.
- 2 To elect the Vice Chairman of the Parish Council. Once elected the Vice Chairman will sign the Declaration of office.
- 3 Public question time.
- 4 To receive apologies.
- 5 To disclose any personal or disclosable pecuniary interests.
- 6 To discuss and agree the minutes of the meeting held on Thursday 27th April 2023
- 7 To appoint membership to the A&P, F&GP, Open Spaces and HR Committees.
- 8 To appoint the representatives to outside bodies.
- 9 To discuss the actions from Previous Meetings –
 - 193 Cllr Darby to organise the rota and tent content for Feast Day 2023. **ACTION – Cllr Darby c'fwd**
 - 238 Heritage Asset List to be sent to all Cllrs as a refresher before it gets sent off. **ACTION – Cllr North c'fwd,**
 - 246 **ACTION – Clerk c'fwd** to organise purchase and organise installation of the new screen.
 - 277a **ACTION – All Cllrs** to let Cllr Darby know if they can assist in putting the tent up between 9-10am, setting up between 2-3pm and taking down 6pm – 7pm.
 - 277b **ACTION – Cllr Darby** to create a rota for Cllr Volunteers for the Coronation event.
 - 283 **ACTION – Cllr Shinner** to chase outstanding Holy Cross correspondence.
- 10 To receive the Chairman's Announcements.
- 11 To discuss and agree the minutes and recommendations from the following committees:
 - F&GP – 11th May 2023
 - A&P – 15th May 2023
 - Open Spaces – 22nd May 2023
- 12 To agree the cheques signed in May. Ask for volunteers to sign the cheques in June.

- 13 To receive an update from a member of the CAP group committee on its latest activities.
- 14 To receive an update on the Local Plan, Neighbourhood Plan and Epilepsy Society planning application. Take any necessary decision and agree any financial commitments.
- 15 To receive an update on the Buckinghamshire Council Community Board subgroups, meetings and applications.
- 16 To receive the monthly Buckinghamshire Council update and answer any questions from Cllrs.
- 17 To receive an update on the St Peters Memorial Garden project and agree any necessary funding.
- 18 To undertake the quarterly review of the Project Priority List and make any necessary changes.
- 19 To undertake the quarterly review of the CIL List and make any necessary changes.
- 20 To discuss and decide upon the quotes to repair the Parish Council building roof.
- 21 To review and agree Section 1 (The Annual Governance Statement) of the Annual Governance and Accountability Return 2022/23.
- 22 To review and agree Section 2 (Accounting Statements 2018/19) of the Annual Governance and Accountability Return 2022/23.
- 24 To discuss and agree the SLCC membership to the value of £296.00 for 2023/4.
- 25 To discuss and agree a course of action with regards the tent content for the Feast Day event 2023.
- 26 To receive an update on the Parish Council Grazing field.
- 27 To discuss and agree a budget for the Volunteers event on the 7th June.
- 28 To discuss and agree a course of action with regards support for the Remembrance Day maroons and a cost of £250 and to agree the traffic management road closure costs at £575.
- 29 To discuss and agree whether the Parish Council would like to propose a nomination for the NALC Star Awards – Councillor of the Year Award.
- 30 To discuss and decide who should represent the village on the Project Groundwater plan.
- 31 To discuss and agree funding to install permanent lighting at the Tommy Remembrance soldier.
- 32 To receive information items.
 - Next councillor surgery – Saturday 17th June 2023 10am to 12pm – Cllr Rush will be present.
- 33 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)
- 34 To receive an update on the Holy cross case and take any necessary action, including agreeing any financial commitments.
- 35 Date of next meeting – **Thursday 29th June 2023 at 7pm**

NOTE - Following the Main Council meeting each of the Council Committees (A&P, F&GP, OS and HR) will meet to decide upon their Chairman and Vice Chairman of Committee.