

# MINUTES of Chalfont St Peter Parish Council

## FINANCE & GENERAL PURPOSE COMMITTEE held on

Thursday 12<sup>th</sup> January 2023 at 7.30pm in the Council Offices, Gravel Hill,  
Chalfont St Peter, Bucks, SL9 9QX



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## MINUTES

### THE CHAIRMAN ISSUED INSTRUCTIONS REGARDING EMERGENCY EXITS IN THE EVENT OF FIRE

**Present:** Cllr Darby (Chair), Cllr Dale, Cllr Dickson, Cllr North, Cllr Jha, Cllr Shinner & Cllr Vladar

**In attendance:** Mrs Vikki Murdock (VM), Assistant Clerk, Mrs Debbie Evans, Clerk/RFO (DE)

**78. Apologies:** Cllr Rush

**79. Declaration of Interests:** Cllr Darby – Buckinghamshire Council  
Cllr Shinner – Feast of St Peter Ltd, item 87

**80.** The minutes from the following Finance & General Purpose Committee meeting from 17<sup>th</sup> November 2022 were reviewed and approved as a correct record. Proposed Cllr Shinner & seconded by Cllr Dale. All agreed.

**81. Review Action Points:**

19. Update on Village Guide. **C'fwd. ACTION Cllr Dale**

29. Local schools and Village Voice had been contacted and asked to forward the QR Code and website link for the e-mail database onto their contacts via their newsletters. The Community Centre have a poster up in their lobby. **Completed**

72. There was no update on the cost of installing solar powered streetlights, however it was noted that any changes to the provision of streetlights should be discussed via the Amenities & Planning Committee. It was suggested that a comparison be made of repairing and replacing LED lights compared to solar powered ones, as well as performance. VM to pass to the clerk of that Committee. **ACTION VM. Completed**

**82. Correspondence:** None

**83.** Non time sensitive communications as requested from committees:

**Amenities & Planning Committee:** Cllr Vladar asked whether a brief information item informing residents of the recent Neighbourhood Plan Workshop, could be put onto the website. This was agreed. Cllr Vladar to write a small piece for her and Cllr Darby to approve. **ACTION Cllr Vladar**

**Human Resources:** None

**Open Spaces:** None

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84. i) Cllr Vladar update the Committee on social media statistics. There were currently 1078 Facebook users. The most common 'likes' were the farewell to the Christmas Tree, the Christmas Window Competition, Tree Guardians, the meter change in Church Lane Car Park and the councillor vacancy. It was noted that some Tweets had been posted in error, but these had been removed. Cllr Vladar also commented that access to Facebook statistics only went back 28 days for local authorities, whereas it was 2 years for personal use.

ii) DE noted that the e-mail subscriptions to the Parish newsletter were steadily increasing, up to 80 after Fun Night and up to 95 after the last bulletin was posted. It was requested that the 'pass on' prompt be left on screen to encourage residents to inform their friends about the facility.

85. The Communications Strategy and Action Plan was discussed and it was noted to be doing well, including the increased numbers of subscribers. It was agreed to keep reviewing the Strategy every 6 months in order to remain agile to change. **ACTION VM**. With respect to Councillor Surgeries, DE will, as requested at Main Council, send reminders to all councillors.

86. The Interim Internal Audit was discussed. The recommendation to increase the level of Fidelity Insurance had been actioned on the day the report was released at no additional cost. The report was noted and staff thanked.

87. It was noted that in 2022 the marquee used by the Parish Council and community groups was smaller than in previous years and this resulted in the area feeling too small. It was agreed that the Parish Council would ask to borrow the whole marquee in 2023. **ACTION Cllr Shinner**.

It was also agreed to recommend that the Parish Council sponsor Feast Day for £1000 for the provision of the drinking water bowser. This would also give the Parish Council a one page advert in the Feast Day Program. Cllr Shinner to draft some wording for this advert, including the subscription QR code, for the next meeting on 16<sup>th</sup> March. **ACTION Cllr Shinner**. Proposed Cllr Dale and seconded Cllr Dickson. All agreed. Cllr Vladar also said she would approach the water companies (Thames Water and Affinity Water) to see whether they would be sponsors. **ACTION Cllr Vladar**.

**Recommend to Main Council: To sponsor Feast Day 2023 for £1000 for the provision of the drinking water bowser.**

88. The Finance Reports at 30<sup>th</sup> November 2022 were reviewed and noted.

89. The Bank Statement and Reconciliation Report at 31<sup>st</sup> November 2022 were reviewed noted and signed by those present as being correct.

#### **90. Information Items:**

- i) It was noted that a working party had been set up to discuss arrangements for the Coronation of King Charles III in May 2023. Meeting to be held Monday 16<sup>th</sup> January at 6.00pm.
- ii) Cllr Vladar commented that sewage was being dumped into the river at Tatling End.
- iii) It was suggested that following the recent donation to the All Together Community CIC for a Christmas party for the elderly in Chalfont St Peter, that steps should be taken to ensure that this type of activity actually goes ahead. It was confirmed that the party took place in December at The Hub with local elderly people and schoolchildren from Chalfont St Peter Academy.

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91. 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 1960s1). **None**

**Date of next meeting:** **Thursday 16<sup>th</sup> March 2023 at 7.30pm**

Meeting ended at 8.30pm

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