

# CHALFONT ST PETER PARISH COUNCIL

Minutes of the **Main Council Meeting** held at the Parish Council offices, Gravel Hill, Chalfont St Peter, Bucks at **7.30pm on** Thursday 23<sup>th</sup> February 2023.



## MINUTES

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

Also Present: Debbie Evans (Clerk)

The Chairman welcomed Cllr Jasvinder Sahota as the new Councillor for the Gold Hill Ward.

199 No public present.

200 Apologies received from Cllr Harrold, Cllr Hatton, Cllr Rush, Cllr Ryan, Cllr Vladar and Cllr Smith will be late.

201 The following disclosable personal or disclosable pecuniary interests were declared

Cllr Darby	Agenda item 210	Personal Interest
Cllr Dickson	Agenda item 216	Personal Interest
Cllr Jha	Agenda item 216	Personal Interest
Cllr Shinner	Agenda item 203/193	Personal Interest

202 The minutes of the meeting which took place on Thursday 26<sup>th</sup> January 2023 were proposed by Cllr Jha, seconded by Cllr Longshaw, agreed.

203 To discuss the actions from Previous Meetings –

176 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 c'fwd**

180 Inform Thames Valley Police we will not be continuing the PCSO contract from 1<sup>st</sup> April 2023. **ACTION – Clerk COMPLETED**

184 Kings Coronation working party meeting **ACTION – Clerk to organise. COMPLETED.**

190a Clerk to check the discretionary power of the Parish Council, do we have the ability to pay for a planning application on behalf of a third party ? **ACTION – Clerk**

There are three discretionary powers which the Council could use to pay for such an item. Public Buildings & Village Hall, Recreation and Sports and Recreational facilities. The Council also can use S137 funds at £9.79 per elector, which can be used on items which fall outside of discretionary powers but not the statutory authority of any other Council. **COMPLETED.**

190b Cllr Dickson to find out more information from both community groups (CAPP & Community Centre) on exactly what they would require from the Parish Council in terms of action and costs for assistance on things like planning applications. **ACTION – Cllr Dickson. Unable to ascertain what information is required at this point. Further discussions on 216. COMPLETED**

192 Cllr Dale to speak to an expert to gain advise on what we can do to improve the projecting within the Council chamber. **ACTION – Cllr Dale. Cllr Dale meeting with expert on the 24<sup>th</sup> to discuss. COMPLETED**

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193 Cllr Darby to organise the rota and tent content for Feast Day 2023. **ACTION – Cllr Darby c’fwd**

204 The Chairman stated he attended meetings on the Neighbourhood Plan, Epilepsy Society planning application, Town & Parish Chairmans meeting, two coronation working party discussions and the Community Board meeting.

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

- HR – 9<sup>th</sup> February 2023. Proposed Cllr Shinner, seconded Cllr Darby, agreed.
- A&P – 20<sup>th</sup> February 2023. Proposed Cllr Shinner, seconded Cllr Dale, agreed.
  - 347 - Recommend to Main Council: Endorse Draft response to PL/22/2898/OA and Ecology report to be sent to Buckinghamshire Council Planning discussed and unanimously agreed by A&P Committee on 20th February 2023. Proposed Cllr North, seconded Cllr Darby, agreed.

Cllr North and Cllr Southworth were thanked for their contribution to the both reports.

- 350 - Recommend to Main Council: Endorse response to Buckinghamshire settlement review survey and Infrastructure baseline to be sent to Buckinghamshire Council discussed and unanimously agreed by A&P Committee on 20th February 2023. Proposed Cllr Dale, seconded Cllr Shinner, agreed.
- 351 - Recommend to Main Council: Endorse using solar light on new heads and new streetlights in the village discussed and unanimously agreed by A&P Committee on 20th February 2023. Proposed Cllr North, seconded Cllr Shinner, agreed.

206 Cllr North proposed the cheques for February, seconded by Cllr Dale, agreed. Cllr Dickson and Cllr Darby offered to sign in March 2023.

207 A Councillor representative on the CAPP group updated that the AGM took place recently, the next meeting is 15<sup>th</sup> March 2023.

208 A member provided an update on the Neighbourhood Plan.

Cllr Smith arrived.

209 A member updated the Council on the recent meeting of the Community Board, current projects, survey results, pony and trap racing on the A413, Denham memory café which is open to Dementia suffers in CSP and priorities for the board for the coming year.

210 The monthly Buckinghamshire Council update was noted, the report contained discussions on the draft budget approval, calls for the ULEZ expansion to be scrapped, Council tax payment options, fly tipping, air quality grant, healthy libraries and TTROs.

211 The Council agreed the response, as per the recommendation from the A&P committee to the Buckinghamshire Settlement Review Survey which feeds into the Buckinghamshire Local Plan. Proposed Cllr Dale, seconded Cllr Shinner, agreed. A member thanked the Council for including the Community Centre within the report.

212 A member of the Kings Coronation working party provided an update to the Council on the proposed activities in St Peters Memorial Garden on Saturday 6<sup>th</sup> May 2023. The Council agreed the proposed concept. Proposed Cllr Darby, seconded Cllr Dale, agreed.

**ACTION – Clerk** to speak to Buckinghamshire Council re free parking at Church Lane carpark over the Coronation weekend, specifically the 6<sup>th</sup> May.

**ACTION – Clerk** to request the open spaces committee organise an appropriate plaque for the Kings Coronation to be placed by the newly planted Hornbeam on Gold Hill Common.

213 To discuss and agree the necessary funding to upgrade the current overhead projector unit. **C’fwd**

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- 214 The Council agreed the quote of £1.5k to procure a Corten fallen soldier to be placed in St Peters Memorial Garden subject to copyright. Proposed Cllr Dickson, seconded Cllr Darby, agreed.
- 215 The A&P committee will be discussing the response to the Buckinghamshire Council Local Plan – Infrastructure Baseline consultation at their next meeting on the 13<sup>th</sup> March. **C’fwd.** This has an extension until the 30<sup>th</sup> March 2023.
- ACTION – Clerk** to send the details of the consultation out again for people to start looking at before the proposed A&P and possible EOM meeting to discuss.
- 216 To request the Parish Council pay and submit the planning application on behalf of the CAP group, with professional assistance from skate park manufacturer and those involved in the CAPP group project. **C’fwd.**
- 217 A member provided the Council with the full details including monthly costs to move to online electronic banking. Proposed Cllr Darby, seconded Cllr Shinner, agreed.
- 218 The Council reviewed the projects for CIL funding and made changes accordingly.
- 219 The Council reviewed the Project Priorities list and made changes accordingly.
- 220 To note the change to the legal procurement thresholds for procurement from £25k to £30k, make necessary changes to both the Financial Regulations S11.1b and Standing Orders 18av & 18c. **C’fwd.**
- ACTION – Clerk** to change the wording within the Standing Orders and Financial Regulations to show the legal reference rather than the actual amount.
- ACTION – Clerk** to investigate from our agreed Standing Orders if one months’ notice should be given to Councillors of any changes to standing orders.
- ACTION – Clerk** to investigate if the Council should be “noting” or “agreeing” to a legally enforced change to Standing orders.
- 221 The following information items were received.
- Next councilor surgery – Saturday 18<sup>th</sup> March 2023 10am to 12pm. Cllr Rush and Cllr Jha will be in attendance. Cllrs to keep a register of attendees.
  - TPOs on the Epilepsy site.
  - Chamber of Commerce recent events
  - Minutes of the VAG meetings
  - Chairmans Report format query
  - Progress update on the COAM/Comer issue – None available.
  - Nature Reserve update given.
- 219 The Chairman resolved to return to item 219 for further discussions, proposed Cllr Shinner.
- The Parish Council agreed to add the Nature Reserve onto the project priority list, priority 3.
- 221 The following information items were received.
- Chamber of Commerce – Flags and Bunting update
- 212 The Chairman resolved to return to item 212 for further discussions, proposed Cllr Shinner.
- The Parish Council agreed the budget up to £2k for bunting and costs for the King Coronation activities. Proposed Cllr Darby, seconded Cllr Dale, agreed.
- 222 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). Proposed Cllr Shinner, seconded Cllr Darby, agreed.

223 To discuss the actions from Previous Meetings –

141 Cllr Shinner updated the Council on recent activities with regards the Holy Cross case.

ACTION – Cllr Shinner to send all Cllrs correspondence for comment. **COMPLETED**

224 The Council received an update on the Holy cross.

225 Date of next meeting – **Thursday 30<sup>th</sup> March 2023 at 7pm**

Meeting finished at 9.45pm

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