

# CHALFONT ST PETER PARISH COUNCIL

Councillors are hereby summoned to attend a **MAIN COUNCIL MEETING** to be held on Thursday 28<sup>th</sup> September 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.

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## 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.

- 90 Public question time.
- 91 To receive apologies.
- 92 To disclose any personal or disclosable pecuniary interests.
- 93 To discuss and agree the minutes of the meeting held on Thursday 27<sup>th</sup> July 2023
- 94 To discuss the actions from Previous Meetings –
  - 238 Heritage Asset List to be sent to all Cllrs as a refresher before it gets sent off. **ACTION – Cllr North c’fwd,**
  - 49 **ACTION – Clerk to seek advice with regards the current complaints process for Councillors. COMPLETED**
- 95 To receive the Chairman’s Announcements.
- 96 To discuss and agree the minutes and recommendations from the following committees:
  - Comms & PR – 3<sup>rd</sup> August
  - A&P – 7<sup>th</sup> August
  - A&P – 29<sup>th</sup> August
  - EOM – 29<sup>th</sup> August
  - A&P – 18<sup>th</sup> September
  - F&GP – 21<sup>st</sup> September
  - Open Spaces – 25<sup>th</sup> September
- 97 To discuss and agree if the Council would like to adopt best practice by having designated reserves for each committee meeting in the event they are not quorate.  
  
Amenities & Planning  
Open Spaces  
Human Resources  
Finance & General Purposes  
Comms & PR
- 98 To agree the cheques signed in August and September. Agree volunteers to sign the cheques in October.
- 99 To receive an update from a member of the CAP group committee on its latest activities. Take any necessary decision and agree any financial commitments.
- 100 To receive an update from a member of the Nature Reserve Project on its latest activities. Take any necessary decision and agree any financial commitments.

- 101 To receive an update on the Local Plan, Neighbourhood Plan, M25 Services and Epilepsy Society planning application. Take any necessary decision and agree any financial commitments.
- 102 To receive an update on the Buckinghamshire Council Community Board subgroups, meetings and applications.
- 103 To receive the monthly Buckinghamshire Council update and answer any questions from Cllrs.
- 104 To receive an update on the St Peters Memorial Garden project.
- 105 To discuss and receive feedback on the introduction of work related secure and GDPR complaint work email addresses for Councillors.
- 106 To discuss and agree whether the Council wish to install permanent lighting at the Tommy Remembrance soldier and consider available quotation.
- 107 To agree the annual Parish Council risks for 2023/4.
- 108 To undertake the quarterly review of the Project Priority List
- 109 To undertake the quarterly review of the CIL project list and discuss and make a decision on the request to use part of the CIL funding towards the first stage preparations of the Nature Reserve.
- 110 To discuss and agree to submit an application to Bucks Parking control to install two disability parking bays along Market Place.
- 111 To agree to write to Bucks Planning to request the additional S106 funding from the Holy Cross Development of £143k towards the CAP group Skatepark project.
- 112 To discuss and agree to rent a pitch at the Feast Day 2023 Christmas Event at £30.
- 113 to consider whether to permit SENSE to affix A4 flyers in specific locations in connection with their opposition to the planning application by Epilepsy Society (details to be available at meeting)
- 114 To consider whether the parish council agrees to publication of Village Voice through the council's media outlets including the council website, and what restrictions if any should apply, and the power to remove the whole or part of such publication and add disclaimers if appropriate
- 115 To receive information items.
- Update from Cllr Rush & Cllr Murray on the Councillor Surgery which took place in August 2023.
  - Update from Cllr Darby & Cllr Hatton on the Councillor Surgery which took place in September 2023.
  - Next councillor surgery – Saturday 21<sup>st</sup> October 2023 10am to 12pm – Cllr Smith & Cllr Dale
  - Working groups and the Councillors involved.
    - Holy Cross – Cllr Shinner,(lead), Cllr Hatton, Cllr Smith and Clerk
    - St Peters Memorial Garden – Cllr Smith (lead), Cllr Shinner, Cllr Hatton, Head Haywarden.
    - Nature Reserve – Cllr Hatton (lead), Cllr Vladar, Cllr Ryan,
    - Local Plan – Cllr North (lead), Cllr Shinner, Cllr Smith, Cllr Hatton,
    - Neighbourhood Plan – Cllr North (lead), Cllr Shinner, Cllr Smith, Cllr Hatton,
    - Tree Management – Cllr Southworth (lead), Cllr Ryan.
    - CAPP group – Cllr Vladar (lead), Cllr Hatton, Cllr Jha and Cllr Dickson.
- 116 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)
- 117 To receive an update on the Holy cross case and take any necessary action, including agreeing any financial commitments.
- 118 Date of next meeting – **Thursday 26<sup>th</sup> October 2023 at 7pm**