

CHALFONT ST PETER PARISH COUNCIL

Minutes of the **Main Council Meeting** held at the Parish Council offices, Gravel Hill, Chalfont St Peter, Bucks on Thursday 28th September 2023 at **7pm**.



MINUTES

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

Also Present: Debbie Evans (Clerk)

THE CHAIRMAN INSTRUCTED THOSE PRESENT OF THE FIRE EXITS IN THE EVENT OF AN EMERGENCY

- 65 No public present.
- 66 Apologies received from Cllr Jha, Cllr North and Cllr Sahota.
- 67 The following disclosable personal or disclosable pecuniary interests were declared

Cllr Shinner	Agenda item 77, 78, 79	Personal
Cllr Dickson	Agenda item 73	Personal
Cllr Vladar	Agenda item 73	Personal
Cllr Smith	Agenda item 75, 77, 78, 79	Personal
Cllr Hatton	Agenda item 73, 77, 78, 79	Personal
Cllr Rush	Agenda item 75	Personal
Cllr Darby	Agenda item 75	Personal

- 68 The minutes of the meeting held on Thursday 29th June 2023 were proposed by Cllr Shinner, seconded Cllr Darby, agreed.
- 69 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,**
- 31/53 ACTION – Clerk to organise a quote from St Peters Memorial Garden contractor to possibly install lighting towards the Tommy soldier statue. See agenda item 78 **COMPLETED**
- 48 ACTION – Cllr Hatton to create a visual image of the Lych gate with the pillars in place and without for councillors to review. See agenda item 80 **COMPLETED**
- 49 **ACTION – Clerk** to seek advice with regards the current complaints process for Councillors. **c'fwd**
- 52 ACTION – Clerk to write to Cllrs not present at the June Main Council meeting to ask if they would like to join the newly formed Comms & PR Committee. **COMPLETED**
- 70 The Chairman provided an update on meetings and events attended throughout the month.

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

- F&GP – 13th July – minutes were proposed by Cllr Darby, seconded Cllr Shinner, agreed

7 - Recommend to Main Council: To agree a new investments account should the FSCS protection scheme not apply to investments held in the Bucks Building Society. The Parish Council do not have any protection now on investments on any accounts due the change in rules.

11 - Recommend to Main Council: To appoint Auditing Solutions as our Internal Auditor for 2023-24. Proposed Cllr Hatton, seconded Cllr Shinner, agreed.

12 - Recommend to Main Council: The Financial Regulations as at 15th July 2021. Proposed Cllr Shinner, seconded Cllr Darby, agreed.

13 - Recommend to Main Council: The Finance and General Purpose Committee Terms of Reference. Proposed Cllr Darby, seconded Cllr Rush, agreed.

16 - Recommend to Main Council: To agree funds of up to £50K for the CAP Skate Park Project. Proposed Cllr Rush, seconded Cllr Dale, agreed.

17 - Recommend to Main Council: A grant be given to the Chamber of Commerce to cover the cost of coronation bunting of £2550.00. Proposed Cllr Darby, seconded Cllr Hatton, agreed.

20 - Recommend to Main Council: A donation of £100 to the Maria Taylor Charity. Proposed Cllr Shinner, seconded Cllr Smith, agreed.

Cllr Harrold arrived at 7.22pm

21 - Recommend to Council: A donation to the Gold Hill Baptist Church of £100 for the use of the tent on Feast Day. Proposed Cllr Darby, seconded Cllr Smith, agreed.

22 - Recommend to Main Council: To fund four months of refuse collection from the Ukrainian Outreach facility in Mill Meadow. Proposed Cllr Hatton, seconded Cllr Rush, agreed.

23 - Recommend to Main Council: to renew the annual subscription to The Open Spaces Society at to a cost of £45.00 for 2023-24. Proposed Cllr Hatton, seconded Cllr Darby, agreed.

24 - Recommend to Main Council: to renew the annual subscription to The Chiltern Society up to a cost of £35 for 2023-24. Proposed Cllr Dale, seconded Cllr Hatton, agreed.

25 - Recommend to Main Council: to renew the annual subscription to The National Allotment Society up to a cost of £60 for 2023-24. Proposed Cllr Hatton, seconded Cllr Dale, agreed.

- A&P – 17th July. Minutes were proposed by Cllr Smith, seconded Cllr Shinner, agreed.

85a - Recommendation to Main Council – A&P Committee recommends the Parish Council extends the current streetlight contract as is for one year from the 1st October 2023 until 30th September 2024 whilst we look into a solar streetlight option. Proposed Cllr Smith, seconded Cllr Darby, agreed.

85b - Recommendation to Main Council - A&P Committee recommends the Parish Council undergoes a solar streetlight trial on 6 streetlights in Nicol Road for 10 months at a cost of £460 (excluding VAT) each = £2,760. Proposed Cllr Smith, seconded Cllr Hatton, agreed.

- Open Spaces – 24th July. Minutes were proposed by Cllr Hatton, seconded Cllr Vladar, agreed.

11 - RECOMMENDATION TO MAIN COUNCIL – Purchase of galvanized weld mesh up to £200 in order to create cages for tree protection. Proposed Cllr Ryan, seconded Cllr Southworth, agreed. Proposed Cllr Hatton, seconded Cllr Ryan, agreed.

Main Council

Signed

12 - RECOMMENDATION TO MAIN COUNCIL – Spend up to £250 on yellow rattle seed where required. Proposed Cllr Southworth, seconded Cllr Ryan, agreed. Proposed Cllr Hatton, seconded Cllr Vldar, agreed.

- 72 Cllr Dickson proposed the cheques signed in July, seconded by Cllr Dale, agreed. Cllr Vldar and Cllr Smith volunteered for August and Cllr Darby and Cllr Dale volunteered for September.
- 73 The Council received an update from a member of the CAP group committee on its latest activities.
- 74 No update on the Local Plan, Neighbourhood Plan and Epilepsy Society planning application was received.
- 75 The Council received an update on the Buckinghamshire Council Community Board subgroups, meetings and applications.
- 76 The July Buckinghamshire Council report was noted.
- 77 The Council received an update on the St Peters Memorial Garden project by a member of the working party.
- 78 To discuss and agree whether the Council wish to install permanent lighting at the Tommy Remembrance soldier and consider available quotation. C'fwd
- 79 The Council discussed the options of positioning and agreed the lych gate is to be sited inside of the brick pillars at the entrance of St Peters Memorial Garden.
- 80 Council agreed option 4 for the cross-street Christmas Lights for the next 3 years. Proposed Cllr Shinner, seconded Cllr Hatton, agreed.
- 81 The Council reviewed the Standing Orders adopted by the Parish Council. Proposed Cllr Shinner, seconded Cllr Darby, agreed.
- 82 The Council discussed the three quotes received to hire of a mini digger to use to scrape the top off of 23 graves to then turf. They agreed to £150 from D&S tool hire. Proposed Cllr Hatton, seconded Cllr Dale, agreed.
- 83 To receive information items.
- Next councillor surgery – Saturday 19th August 2023 10am to 12pm – Cllr Rush & Cllr Harrold.
 - Reminder to all – New Emails addresses will go 'live' from 1st August 2023. Please ensure you have them set up for use.
 - 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 Vldar, 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 Vldar (lead), Cllr Hatton, Cllr Jha and Cllr Dickson.
 - Cllr Hatton provided the Councillors with an update on the Nature Reserve project.
- 84 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.
- 85 The Council received an update on the Holy cross case and agreed next steps.
- 86 Date of next meeting – **Thursday 28th September 2023 at 7pm**
- Meeting finished at 8.45pm.