

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 29th June 2023 at **7pm**.



MINUTES

In attendance: Cllr Shinner (Chairman), Cllr Dale (Vice Chairman), Cllr Dickson (part), Cllr Jha, Cllr Longshaw, Cllr Rush, Cllr Ryan, Cllr Sahota, 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

36 No public present.

37 Apologies received from Cllr Darby, Cllr Harrold, Cllr Hatton and Cllr North.

38 The following disclosable personal or disclosable pecuniary interests were declared

Cllr Vladar	Agenda item 44	Personal
Cllr Jha	Agenda item 11 & 46	Personal
Cllr Rush	Agenda item 46 & 47	Personal
Cllr Smith	Agenda item 47, 48 & 56	Personal
Cllr Shinner	Agenda item 46 & 56	Personal

39 The minutes of the meeting held on Thursday 25th May 2023 were proposed Cllr Ryan, seconded Cllr Longshaw, agreed.

40 To discuss the actions from Previous Meetings –

193 Cllr Vladar to undertake the content for the tent for Feast Day – ACTION Cllr Vladar **COMPLETED**

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. **COMPLETED**

283 ACTION – Cllr Shinner to chase outstanding Holy Cross correspondence c'fwd. **COMPLETED**

16 ACTION – Clerk to add an agenda item to June to discuss and decide upon the request to not cut the A413. **COMPLETED**

30 ACTION – Clerk to organise an update on the Groundworks project at a future meeting. **COMPLETED**

31 **ACTION – Clerk** to organise a quote from St Peters Memorial Garden contractor to possibly install lighting towards the Tommy soldier statue. **C'fwd.** Awaiting quote.

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- 41 The Chairman has attended/participated in meetings/events with Bucks Planning, SENSE, Community Board, Village planting, Feast Day, Town and Parish Liaison. The Chairman gave thanks to the working parties, Cllrs and staff who assisted with the new PC screen, planters and Feast Day.

7.13pm - Cllr Dickson arrived.

- 42 To discuss and agree the minutes and recommendations from the following committees:

- F&GP – 25th May 2023. Proposed Cllr Dale, seconded Cllr Shinner, agreed.
- Open Spaces – 25th May 2023. Proposed Cllr Vladar, seconded Cllr Shinner, agreed.
- A&P – 25th May 2023. Proposed Cllr Smith, seconded Cllr Vladar, agreed.
- HR – 25th May 2023 Proposed Cllr Longshaw, seconded Cllr Smith, agreed.
- A&P – 5th June 2023. Proposed Cllr Smith, seconded Cllr Shinner, agreed.

25 Recommendation to Main Council: To re-issue new maintenance of streetlights contract for October 23-September 26 and related invitation to tender with revised wording removing solar streetlights option.

Due to additional information this recommendation is no longer valid and will be superseded with another recommendation in the coming weeks. The Council agreed not to accept it. Proposed Cllr Smith, seconded Cllr Jha, agreed.

- HR – 22nd June 2023. Proposed Cllr Longshaw, seconded Cllr Smith, agreed

7 Recommend to Main Council to sign the staff up to the BMKALC – Employee Assistance Programme. Proposed Cllr Longshaw, seconded Cllr Sahota, agreed.

- A&P – 26th June 2023. Proposed Cllr Smith, seconded Cllr Shinner, agreed.

- 43 The cheques were signed in June and proposed by Cllr Shinner, agreed. Cllr Dickson and Cllr Dale volunteered to sign the cheques in July.

- 44 The Council received an update from a member of the CAP group committee on its latest activities.

- 45 The Council received a brief update on the Neighbourhood Plan and MSA planning application.

- 46 The Council received an update on the latest outstanding Buckinghamshire Council Community Board bid.

- 47 The monthly Buckinghamshire Council update was noted.

- 48 The Council received an update on the St Peters Memorial Garden project. The Council agreed the funding of up to £7,750 to build the wall, install the lych gate and roof the structure from the quote received. Proposed Cllr Shinner, seconded Cllr Dale. The Council discussed in detail the brick pillars at the entrance, the Council would like Cllr Hatton to create an image of how the gate would look with the pillars in place, the Council will then discuss whether to keep or not at the next meeting in July. **ACTION – Cllr Hatton.**

- 49 The Council discussed in depth the reasoning behind why the Council should abide by and adopt the Buckinghamshire Council Code of Conduct (CoC).

A Cllr requested an amendment to the current CoC with regards the complaints process. The CoC does not contain the process for Councillor complaints and therefore is not relevant to these discussions. **ACTION – Clerk** to seek advice with regards to the current Councillor complaints process and send to all Cllrs.

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Cllr Longshaw proposed the Council abide and adopt the Buckinghamshire Code of Conduct, seconded Cllr Vladar.

Cllr Rush requested a recorded vote.

Cllr Dale	Agreed
Cllr Dickson	Agreed
Cllr Jha	Agreed
Cllr Longshaw	Agreed
Cllr Rush	Disagree
Cllr Ryan	Agreed
Cllr Sahota	Agreed
Cllr Shinner	Agreed
Cllr Smith	Agreed
Cllr Southworth	Agreed
Cllr Vladar	Agreed

Majority agreed.

50 The Council discussed and debated whether they wanted to pledge to abide by the newly introduced NALC Civility and Respect Project. After questioning its effectiveness, the Council decided to pledge, proposed Cllr Longshaw, seconded Cllr Sahota, majority agreed.

51 The Council discussed in depth the request to write to Buckinghamshire Council and ask them not to cut the A413 verges and decided they did not agree with the request for H&S reasons therefore would not propose this action. Proposed Cllr Shinner, seconded Cllr Dale, agreed.

52 The Council discussed in detail the reasons for reintroducing a Comms & PR committee to the Parish Council rather than it be part of a combined committee and agreed to undertake a 6-month trial, with meetings every other month. Proposed Cllr Vladar, seconded Cllr Sahota, agreed.

Committee members will be Cllr Vladar, Cllr Rush, Cllr Sahota, Cllr Longshaw, and Cllr Dickson. Clerk to write to those Cllrs not present today and ask if they would like to be part of the committee. **ACTION – Clerk.**

53 The Council decided that embroidered polo shirts in blue with the PC logo on should be purchased for Cllrs if they wish to have them. Cost is £13.25 each. All Cllrs to let the Clerk know if you would like one and if so what size? **Action – All Cllrs, Clerk to purchase.**

54 To discuss and agree whether the Council wish to install permanent lighting at the Tommy Remembrance soldier and consider available quotation. **C'fwd** awaiting quote from original contractor.

55 The Council discussed the request to create a running list of current working parties and related groups with a note identifying the person with overall responsibility within the information item of the Main Council agenda. Proposed Cllr Shinner, seconded Cllr Dale, agreed.

56 The Council discussed the proposed opening of the St Peters Memorial Garden; it was decided that this should be discussed first at the next working group meeting and any recommendations will be brought back to Main Council.

57 The Council discussed the request to pay for the Chesham Girls band in the remembrance Sunday parade and agreed. Proposed Cllr Smith, seconded Cllr Dickson, agreed.

58 The Council gave the Chairman permission to start investigative discussions with Bucks with regards a designated parking enforcement officer within the village. Proposed Cllr Shinner, seconded Cllr Rush, agreed.

59 The Council gave the Chairman permission to investigate with Buckinghamshire Council the adequacy of parking regulation signs in Market Place and whether they would install disabled bays there. Proposed Cllr Shinner, seconded Cllr Longshaw, agreed.

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- 60 The Council agreed to create a letter for the St Peters Memorial Garden project in support of their Veolia grant application. Proposed Cllr Smith, seconded Cllr Dale, agreed.
- 61 To receive information items.
- Next councillor surgery – Saturday 15th July 2023 10am to 12pm – Cllr Vladar and Cllr Smith.
 - Age Concern – opening a shop within the centre of the village.
 - Fancy Dress Competition – Residents have been told this will now take place in Autumn?
 - Time Capsule – A parish councillor put mementos into the time capsule in Newlands Park.
 - Car Park concerns – Cllr to send concerns to Bucks Councillors to take forward.
- 62 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.
- 63 The Council received an update on the Holy cross.
- 64 Date of next meeting – **Thursday 27th July 2023 at 7pm**
- Meeting finished at 9.30pm

Main Council

Signed