

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 30th January 2025 at **7pm**.



MINUTES

In attendance: Cllr Shinner (Chairman), Cllr Dale (Vice Chairman), Cllr Darby, Cllr Dickson, Cllr Hatton, Cllr Jha, Cllr Longshaw, Cllr Nagra, Cllr Ryan, Cllr Sahota, Cllr Smith and Cllr Vladar.

Also Present: Clerk and Head Haywarden

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

164 Three allotment holders were present to hear discussions on the agenda.

165 Apologies received from Cllr Southworth.

166 The following disclosable personal, prejudicial or disclosable pecuniary interests were declared.

Cllr Name	Agenda item	Type of Interest
Cllr Shinner	184	Not specified
Cllr Hatton	160, 179	Not specified
Cllr Vladar	179	Not specified
Cllr Darby	Only that which is within her DOI	Not specified
Cllr Dickson	174	Not specified
Cllr Ryan	179	Not specified
Cllr Longshaw	174	Not specified

167 The Council discussed the minutes of the meeting held on Thursday 31st October 2024. Cllr Vladar requested a recorded vote. Proposed Cllr Darby, seconded Cllr Smith.

AGREE	DISAGREE	ABSTAIN
Cllr Darby	Cllr Dickson	Cllr Ryan
Cllr Smith	Cllr Vladar	
Cllr Dale	Cllr Hatton	
Cllr Longshaw		
Cllr Shinner		

The motion carried and minutes were agreed.

168 The Council discussed the minutes of the meeting held on Thursday 19th December. Cllr Vladar requested a recorded vote. Proposed Cllr Darby, seconded Cllr Hatton.

AGREE	DISAGREE	ABSTAIN
Cllr Darby	Cllr Vladoar	Cllr Sahota
Cllr Smith		
Cllr Dale		
Cllr Longshaw		
Cllr Shinner		
Cllr Hatton		
Cllr Jha		

The motion carried and minutes were agreed. Cllr Dickson, Cllr Nagra and Cllr Ryan were not present at the meeting in December.

Cllr Darby proposed we bring forward the item 174 for discussion, seconded Cllr Hatton, agreed.

- 174 The Council received the paper with the responses from the Insurance company with regards the creation of a waiver and 2 quotes for legal services. In light of the information provided the Council will **c'fwd** this item to February, possibly an EOM, to allow time for further investigation. Proposed Cllr Shinner, seconded Cllr Hatton, agreed.

The allotment holders were informed in Nov 2024 at the Allotment meeting that they can use the plots at their own risk with no charge until the Council have made a decision on the pollution issue. Subsequently after receiving information from the Allotment Society the Council advised the allotment holders that the recommendation is that these plots can be used to grow flowers and bees. In light of the recent information from our Insurers the Clerk is to find out if allowing the allotment holders to continue to use the plots at present is legally acceptable. **ACTION CLERK**

- 169 To discuss the actions from Previous Meetings –

- 150 Cllr Darby requested an agenda item for the January 2025 Main Council, requesting that the wording of proposals within the meeting are confirmed with the Clerk during that meeting, to avoid any disputes in the future. ACTION Clerk **COMPLETED**, see agenda item 173
- 59 **ACTION – Clerk** to get a full quote from Asbestos removal specialists to remove contamination from Area 3 to take back to Council for discussion. **C'fwd**
- 80 **ACTION – Cllr Sahota** to produce a spec for the office staff to research quotes for options of live streaming. **C'fwd**
- 111 ACTION – Cllr Shinner to respond to resident with regards support for speed restrictions at Horn Hill. C'fwd **COMPLETED**
- 119a ACTION – Clerk to investigate with solicitors if it's possible to indemnify the Parish Council by allotment holders taking personal liability in these circumstances. **COMPLETED** Update provided below in agenda item 174
- 119b Cllr Shinner suggested an alternative proposal whereby the Parish Council draft a waiver and ask our insurers whether this would be adequate protection for Council. He said he would draft a document and requested a copy of the current Tenancy Agreement be sent to him. ACTION Cllr Shinner & VM, **COMPLETED** see agenda item 174 below for further discussion.
- 119c It was also suggested that the Open Spaces Committee review our current Tenancy Agreement for the allotments to ensure we are covered for all risks. ACTION Open Spaces Committee **COMPLETED** added to the agenda for the 20th January for discussion.

- 140a ACTION – Clerk to create a draft competitive tender document for review by the A&P committee on the 9th December for a planning consultant to assist with responses to planning applications as a priority. **COMPLETED.** See A&P recommendations from the 9th December.
- 140b RFO to confirm that the chosen consultant would be a ‘catch all’ for all planning applications, including the Epilepsy Society, as it was important to be able to respond to planning applications quickly. ACTION RFO/ Clerk. **COMPLETED,** Yes this would include a response to the ES.
- 158 The Council agreed to invest £80k into a fixed saver issue 46 bond at 4.22% for 2 years with the Hampshire Bank. ACTION VM. **COMPLETED**
- 159 Council requested further information regarding the quote for £500 for advice on Intellectual Property Rights. **COMPLETED.** The Council in November requested the Clerk seek advice on what NHP documents we own with regards IPR.
- 160 Cllr Shinner discussed the recurring vandalism taking place within the Memorial Garden and ways to try and tackle the problem. It was agreed in principle to make a bid to the Community Board with details, delegated to the Chairman, Chair of the Open Spaces Committee and Head Haywarden, to be presented in detail to the Open Spaces Committee with a view to recommend to Main Council in January 2025. Proposed Cllr Shinner, seconded Cllr Dale. Agreed. ACTION Cllr Shinner, Cllr Hatton & HH **COMPLETED.** Discussed at Open Spaces.
- 170 No Chairman’s Announcements received.
- 171 To discuss and agree the minutes and recommendations from the following committees:
- HR – 19th December 2024. Proposed Cllr Darby, seconded Cllr Smith, agreed.
 - A&P – 6th January 2025. Proposed Cllr Smith, seconded Cllr Dale, agreed.
 - F&GP – 16th January 2025. Proposed Cllr Dale, seconded Cllr Shinner, agreed.
- 60 - Recommend to Main Council: A donation of £1000 to the Colne Valley Park for 2024-25 and for any future donations to be considered on an annual basis. Proposed Cllr Vladar, seconded Cllr Darby, agreed.
- 61 - Recommend to Main Council: A donation to The Open Spaces Society of £50 towards their Legal Action Fund. Proposed Cllr Dale, seconded Cllr Vladar.
- 62 - Recommend to Main Council: to purchase a mobile phone on a 3 year contract at a maximum cost of £20 per month and a Sum Up machine at £44. Proposed Cllr Dale, seconded Cllr Vladar, agreed.
- Open Spaces – 20th January 2025. Proposed Cllr Hatton, seconded Cllr Dale, agreed.
- 151 RECOMMEND TO MAIN COUNCIL - £2k for Winter Works 2 activities, including skip and digger hire, funded by grants. Proposed Cllr Hatton, seconded Cllr Dale, agreed.

160 - RECOMMEND TO MAIN COUNCIL. The committee discussed and agreed the proposed amendments to the GOR regulations and agreed subject to a change in wording to 3.1 which Cllrs Shinner provided. Proposed Cllr Hatton, seconded Cllr Vladar, agreed.

- A&P – 27th January 2025. Proposed Cllr Smith, seconded Cllr Shinner, agreed.

339 - Recommendation to Main Council: This Committee recommends the Parish Council reverts back to the pre-existing LED streetlights on Nicol Rd after the Solar Light 12 month trial was deemed unsuccessful. Proposed Cllr Smith, seconded Cllr Dale, agreed.

ACTION- PPO to request that our lighting contractor ensure that only the agreed lighting colour be used in replacement bulbs.

172 Cllr Shinner proposed the payments signed in January, seconded by Cllr Vladar, agreed. Cllr Darby and Cllr Longshaw agreed to authorise the electronic payments in February 2025.

173 The Council agreed the Clerk will clarify the proposal before voting takes place to avoid any disputes in the future on minutes. Proposed Cllr Darby, seconded Cllr Hatton, agreed.

174 See start of the meeting, item moved.

175 The Council undertook the quarterly review of the Parish Council Project Priorities

176 The Council undertook the quarterly review of the CIL allowance.

177 To review quotes for live streaming capabilities within the main chamber. **C'fwd item.**

178 The Council received an update from the Head Haywarden with regards the current asbestos removal within the grazing field. The Council discussed area 3. Cllr Hatton proposed to plant free whips around the perimeter of area 3 in the full knowledge that some whips maybe removed in the future when council finalise action on area 3. Seconded Cllr Darby, agreed.

179 The Council received an update from a member of the Nature Reserve working party on signage, bridge and future working with other community groups in the summer.

180 The Council discussed the Buckinghamshire Lane Rental Scheme (BLRS) proposals consultation, response required by 3rd March 2025. Three road are not included which the Council believe should be, Lower Rd, Market Place and Nicol Road. **ACTION – Cllr Vladar** to create a suggested response and bring back for agreement at the end of Feb meeting.

181 The Council discussed the response created by Cllr Shinner to the Chiltern National Landscape (CNL) consultation on proposed changes to the statutory management plan for the CNL. Closing date is 3rd Feb 2025.

ACTION – Cllrs are to review the response created and respond to Cllr Shinner by close of play on Saturday 1st Feb. **ACTION – Cllr Shinner** to update responses and send out a final version to Councillors on the 2nd Feb. Once final agreed Cllr Shinner to send to PPO to send off on behalf of the Parish Council.

182 The Council agreed the two additional free parking days to be requested from Bucks Council for

Church Lane car park; Saturday 28th June (Feast Day) and Saturday 6th December (day after Fun Night). Proposed Cllr Darby, seconded Cllr Vladar, agreed.

- 183** The Council discussed the response to the Public Protection Order consultation, closing date is 16th February 2025. Council agreed the Car Parks must include Leisure Centre, Church Lane, Cheena Meadow and the Community Centre. **ACTION – Clerk** to respond accordingly.

The Council agreed that we should respond to the Open Spaces PSPO with the following: Church Lane Memorial Garden, Mill Meadow, Gold Hill Common, Cheena Meadow and the Lady Gibb Millenium wood. **ACTION – Clerk** to respond accordingly.

- 184** The Council agreed to sponsor the Feast Day event £2,000 and pay for two pitches for the event. Proposed Cllr Dickson, seconded Cllr Hatton, agreed.

- 185** An update was given by a member of the Flood Group working party to the Council on the recent flooding meeting with TW, BC and the EA on the 28th January

- 186** The Council recommended that individual Councillors respond to the Consultation on Standards in Local Authority by the deadline of the 26th February.

- 187** To receive information items.

- Cllr Hatton gave an update on his recent visit to the HS2 site which is being dismantled.
- Cllr Hatton gave an update on a recent project Affinity Water are looking to start locally.
- Cllr Vladar reminded all Cllrs of the Project Groundwater survey sent out recently, please respond.
- Cllr Darby informed Cllrs of the Memorial Service due to take place for the late Cllr Jonathan Rush.
- Cllr Darby informed Cllrs of the sad passing of Mrs Adams, wife of a previous long term Cllr of CSP Parish Council, Ken Adams.

Working groups and the Councillors involved.

St Peters Memorial Garden – Cllr Smith (lead), Cllr Shinner, Cllr Hatton.

Nature Reserve – Cllr Hatton (lead), Cllr Vladar, Cllr Ryan.

Neighbourhood Plan – Cllr Shinner, Cllr Smith, Cllr Jha, Cllr Dale, Cllr Hatton, Cllr Vladar, Cllr Southworth, Cllr Dickson, Projects & Planning Officer and Clerk

Tree Management – Cllr Southworth (lead), Cllr Ryan.

CAPP group – Cllr Vladar (lead), Cllr Hatton, Cllr Jha and Cllr

Dickson. **Flood group** – Cllr Darby, Cllr Dickson, Cllr Vladar and a resident.

- 188** 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)

- 189** Date of next meeting – **Thursday 27th February 2025 at 7pm**

Meeting finished at 9.20pm.