

CHALFONT ST GILES PARISH COUNCIL

A meeting of the Parish Council was held on Wednesday 6 June 2018 at Gardens Association Hall, Chalfont St Giles at 8.00p.m.

Present: Cllr G Patrick (Chairman), Cllr D Bray, Cllr J Chamberlain, Cllr R Gill, Cllr P Lea-Wilson, Cllr J Lomas, Cllr S Long, Cllr R Massey, Cllr M Phillips, Cllr C Santry and the Clerk H Griffiths.

Public Forum: None

1. **Apologies for absence:** Cllr J Ryman.
2. **Declarations of Interest:** None.
3. **Minutes of the meetings held on 2 May 2018 report 19/18:** Were agreed and signed.
4. **Clerks notes:** Noted.
5. **Correspondence:**
 - 5.1. **Letter praising the standard of the Recreation Ground:** Noted.
 - 5.2. **Letter regarding the Councils decisions made in the Bottrells Lane area. (circulated by email):** The Clerk had responded to this letter.
 - 5.3. **Invitation to Parishes to explore online transport resources from Bucks County Council (circulated by email):** Noted
 - 5.4. **Complaint re flooding in Narcot Lane:** A letter to be sent to Cllr T Butcher and Cllr M Shaw.
6. **Correspondence received after the agenda was circulated:**
 - 6.1. **Council supported Rural Bus Service Survey (circulated by email):** Noted
 - 6.2. **Complaint re golf balls being hit from the football club into The Dell:** Cllr Bray had spoken to those responsible and warned them about the dangers.
 - 6.3. **Information re Deanway Traffic Management Consultation:** There will be a further consultation on 13 June at 7pm in the Gardens Association Hall to discuss the traffic restrictions.
7. **Reports from committees**
 - 7.1. **Planning Committee meeting 16 May 2018 20/18:** Proposed by Cllr Bray and seconded by Cllr Massey – all agreed.
 - 7.2. **Open Spaces and Amenities Committee meeting 16 May 2018 21/18:** Proposed by Cllr Patrick and seconded by Cllr Bray – all agreed
 - 7.3. **Extraordinary Council meeting 21 May 2018 22/18:** Proposed by Cllr Phillips and seconded by Cllr Bray – all agreed.
 - 7.4. **Finance and General Purposes Committee meeting 21 May 2018 23/18:** Proposed by Cllr Gill and seconded by Cllr Lea-Wilson – all agreed.
8. **Current Matters:**
 - 8.1. **To update the Neighbourhood Plan:** The examiner, Janet Cheesley had been selected. The Regulation 16 responses had been sent to the council (circulated by email) for any comments. It was agreed to send the Regulation 16 responses to Troy Hayes to ask them to generate comments for the council to agree.

8.2. To discuss the WW1 commemorations. Cllr Chamberlain explained that the Poppy art installation at the village pond had begun and will continue to grow until November. The Signs for the gateways to the village would be installed as soon as the groundsman has time to do so. The silent soldiers are in our possession but we are awaiting the Chalfont St Giles remembers logo to add to the base. The Brass Band had been booked to play WW1 music on the village green – a suggestion that some may like to dress up in costume of the day.

8.3. To update GDPR actions: New guidance had been received from BMKALC indicating that Parish Councils can now process personal data by relying on the “legitimate interests” condition. This simplifies matters greatly.

8.4. To discuss a housing needs survey: A working party had been set up led by Cllr Bray and including Cllr Gill and Cllr Chamberlain. It was agreed that the survey should not start until the referendum for the Neighbourhood Plan had completed and the plan was adopted.

8.5. To discuss the Co-option of a councillor: An advert will be circulated on website, twitter and the newsletter asking for a new co-opted member of the council. Any applicants would be asked to attend the next full council meeting.

8.6. To discuss the Planning Committee membership: There are currently two full time members of the committee and two members who alternate weeks. Therefore there are three members and the committee quorum is three. If any of the committee fall sick the meeting cannot take place. No other members of the council agreed to join the Planning Committee. It was agreed that the new co-opted member of the council would be encouraged to join the Planning Committee at least until the elections next May.

8.7. To update on HS2 developments: Cllr Phillips and Cllr Patrick had attended the meeting in the Memorial Hall. Work should start in February 2019. Spoil coming from the vent shaft would turn right at the junction of Bottom House Farm Lane onto the A413 towards the M40. Some village roads may become ‘rat runs’ if the traffic on the A413 becomes congested.

8.8. To discuss and agree the annual accounts: The internal auditors comments on the Annual Governance and Accountability Return (AGAR) were discussed. The risk and asset register had been agreed and signed in the Finance and General Purposes Committee (F&GP) meeting 23/18 – 9.1, although work had been conducted throughout the year, the risk and asset register had not been formally adopted before the auditors visit. It had been agreed that the item would be added to the F&GP committee agenda for February 2019 to prevent this from occurring again. The AGAR was discussed, checked and signed in the meeting by the Chairman Cllr G Patrick and the clerk.

9. Accounts for April 2018: Invoices were signed in meeting for later online authorisation.

10. Items for future agenda.

10.1. Pond maintenance – for the Open Spaces agenda

10.2. Miltons Head planning application - for Open Spaces Agenda.

11. Date of next meeting – Wednesday 4 July 2018

Meeting closed 9.40pm